

## MIDDLETON RAILWAY, LEEDS

### Rules and Regulations concerning the working of trains

#### FREIGHT TRAINS

1. In so far as they are applicable, British Railways and Ministry of Transport rules and regulations will govern the operation of the Railway.
2. Safety first will be the prime concern of all persons engaged in the operation of the Railway.
3. In the event of an accident involving a member or members of the public, no liability must be admitted by the members of the train crew or any other members of the Society.
4. In the event of any accident, including personal injury, a Committee member over 21, or preferably the Operating Superintendent or his appointed Deputy, must be summoned immediately. A written report of the incident must be in the hands of the Operating Superintendent within 24 hours of the actual occurrence. This report must contain full details of the incident including the following: Date, Time, Place, Nature of accident, Driver, Guard, Shunters, Witnesses (names AND addresses), estimated speed of train and its direction, Details of the train, Weather and track conditions together with Details of the occurrence and Driver's comments as to the probable cause of the accident and Damage caused. The statement should be dated and signed by the driver who is asked to indicate who was at fault in causing the said incident.
5. An absolute minimum of two persons are required to operate any train.
6. A freight service will be run as and when required by our customers.
7. The duty crew will initially ascertain whether there is any traffic to be worked; if none, no train will be worked.

8. The ultimate responsibility for the train and its operation rests with the duty driver. Particularly it will be the driver's responsibility to ensure that points are correctly set before the train is propelled over them.
9. Before preparation of a locomotive, all relevant notices concerning the operation of the Railway must be read by all concerned. Notices will be displayed on the notice board on the Stores container.
10. No locomotives or trains of any kind shall exceed a speed limit of 5 miles per hour on the Railway.
11. The Railway will be operated on a "one engine in steam" basis between British Railways, Balm Road, and the limit of shunt board on the Clayton's curve but excluding the Moor End Works yard (to the limit of shunt board). All trains within this section must carry the single line token provided.
12. Two or more engines coupled together will be classified as a single engine in steam.
13. The duty driver will use the locomotive rostered by the Operating Superintendent or his Deputy.
14. Any freight to be carried will be worked as economically as possible.
15. The duty driver and fireman will make a thorough check of the locomotive to be used before commencing work and ensure that it is in full working order. All routine preparation will be carried out before commencement of the day's working.

16. No person may fire a steam engine unless he has successfully completed a course in firing from the Locomotive Engineer concerned.
17. All train crews will carry at least two red flags, single line token, detonators and first aid kit. The token must always be replaced in the brake van after every operating session. A freight book will be required and red, white and hand lamps to be carried for use in case of emergency. The acting shunters will provide themselves with the correct implements for train working, including whistle, brake stick, shunting pole and handlamps.
18. Only the authorised duty driver will drive a locomotive at any one time; other qualified drivers present on site will not drive unless requested to do so by the duty driver.
19. No person may drive a locomotive unless he is fully qualified and holds a current driving pass. Driving passes will be issued and renewed from time to time by the Committee.
20. A learner driver must always be accompanied by a fully qualified driver aged over 21.
21. All members who regularly frequent the yards of the companies served are required to obtain a Yard Pass from the Operating Superintendent. Such passes will be renewed from time to time.
22. Current yard passes or membership cards must be produced on demand if requested by an Officer of the Society or any employee of the companies served.
23. Members may not travel on trains without the express permission of the duty driver.
24. Visitors may be carried provided that either the necessary indemnity forms have been duly completed or the Insurance Company has been notified beforehand.

25. All passengers will travel in the brake van. Members and visitors are expressly forbidden to travel on wagons not normally provided for this purpose.
26. No more than twelve persons will travel in the brake van at any one time.
27. The guard and shunters will travel in the brake van, where this is provided. They will not be allowed to travel on the footplate.
28. At no time are more than three persons allowed on the footplate.
29. Before moving off, the correct signal must be given by the guard or shunter. This will be acknowledged by the driver who must sound his whistle before starting to move.
30. The driver and fireman must look back frequently during the journey, particularly when accelerating after speed has been reduced, to see that the whole of the train is following in a safe and proper manner.
31. All crews will give precedence to road users at road level crossings: members of the public will be treated with respect at all times.
32. If there is some doubt as to the train movement required by the shunter or guard, the driver will stop, secure the locomotive handbrake and investigate.
33. All trains proceeding in the direction of Balm Road will halt at the sign above Moor Road.
34. A uniformed member of the Police, or a Society member with the aid of a red flag, must stop traffic. The train may then proceed, giving a single short blast on the whistle immediately prior to crossing the highway.
35. The same procedure will be adopted for trains returning from the Balm Road direction. However, if stopping below Moor Road would result in great difficulty in re-starting the train, then it may cross the highway without stopping provided the road traffic has been stopped for some time in the above manner. A single but longer whistle will then be given by the driver when he is just about to cross the highway.



36. On trains proceeding in the direction of Balm Road, brakes on a minimum of every third wagon will be pinned down before Whitaker's Junction for the driver to maintain full control of the train for the remainder of its journey.
37. A single short whistle will be given at all road and foot crossings. Unnecessary use of the whistle (which annoys local residents) must be avoided.
38. Details of wagons carried must be entered in the traffic book; the duty driver will also be responsible for informing the British Railways duty Inspector of the interchange traffic to be taken out.
39. Wagons for the railway or its customers will not be ordered by train crews. This is done by the Operating Superintendent through the official channels when necessary.
40. In general no trains will be operated after half an hour before lighting up time: it must be ensured that locomotives and wagons are safely stored away by not later than half an hour before lighting up time and that the locomotive is in Clayton's yard by lighting up time at the very latest.
41. A train may only work after half an hour before lighting up time in an emergency. In such cases, the Operating Superintendent or his appointed Deputy must be informed immediately.
42. In the event of running after dark or in poor visibility, a white light must be displayed at the leading end of the train with a red light at the rear.
43. Under no circumstances will a train be left unattended unless adequate precautions have been taken to ensure its safety and the safety of the public. This implies secure application of the brakes.

44. No wagons must be left on the main line between operating sessions. They should be stabled in the Whitaker's or Moor End siding.
45. Limit of shunt signs must be strictly observed.
46. Shunting must not be done in the yards of Messrs. Clayton, Son & Co. Ltd. or Robinson & Birdsell Ltd. during working hours without the permission of the respective Yard foreman or person in authority. The Society is allowed to store certain rolling stock in Clayton's yard as a privilege: this privilege should not be abused.
47. Wagons on the Railway will not be used by members for the carriage of freight for which they are unsuitable (e.g. a match wagon should have no load).
48. The whistle code to be used by the guard or shunters will be:-
- |       |            |                 |
|-------|------------|-----------------|
| One   | indicating | Go Ahead        |
| Two   | indicating | Set Back        |
| Three | indicating | Stop            |
| Four  | indicating | Ease couplings. |
49. Wherever possible, hand signals will be used in preference to whistles.
50. Failure to observe the rules will lead to disciplinary action.
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May, 1966

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## PERMANENT WAY TRAINS AND TROLLEYS

Rules 1, 2, 3, 4, 5, 8, 9, 10, 11, 12, 13, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49 and 50 also apply to permanent way trains and trolleys. In addition, the following apply:-

51. A permanent way train will only be run if the following conditions are complied with:  
Either (a) a Committee member over 21 authorises the running in consultation with the Operating Superintendent  
or (b) the Permanent Way engineer authorises the running in consultation with the Operating Superintendent.
52. A trolley will be regarded as a permanent way train. Rule 51 does not apply, however, for a manually propelled trolley.
53. In the event of a previous locomotive derailment or breakdown outside Clayton's yards, a second locomotive may be used on a breakdown train providing the Single Line token is obtained beforehand.
54. Breakdowns or derailed trains will be guarded by detonators.

## THE TESTING OF LOCOMOTIVES

Rules 1,2,3,4,5,8,9,10,11,15,16,17,18,19,21,22,23,27,28,29, 30,32,37,40,41,42,43,44,45,46,48,49,53,54 and 50 also apply to the testing of locomotives. In addition the following apply:-

55. Locomotives may be run up and down on the Railway solely for the purpose of testing provided written permission is obtained beforehand from the Operating Superintendent or his appointed Deputy or other senior person approved by the Operating Superintendent.
56. No learner driver will be allowed to drive a locomotive which is under test.
57. No locomotive under test will be allowed to cross a public highway.
58. Special facilities may be given to private firms who wish to test locomotives on the Railway. Special rules will apply to such tests.

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## GENERAL RULES CONCERNING THE OPERATION OF TRAINS

The majority of the following rules are extracted and adapted from the current British Railways Rule Book and are applicable to the Middleton Railway. Where appropriate the source of a particular rule is given in brackets.

59. Trains other than those already specified may be run at the discretion of the Committee and written authority for the operation of such trains will be given to the duty driver.
60. No person under the age of 17 will be allowed to drive a diesel locomotive, and no person under the age of 18 in the case of a steam locomotive, on any part of the Railway where the single line token is required.
61. Visitors may not carry out duties concerned with the operation of a train unless written authority has been given beforehand by the Operating Superintendent, his appointed Deputy or a senior member of the Committee.
62. Visitors helping with the operation or maintenance of the railway are required to complete the appropriate indemnity form beforehand.
63. In an emergency the Permanent Way Engineer or his appointed Deputy may withdraw the single line token and issue a written line permit or permits as required, stating exactly the section or sections of the line which may be traversed with the said permit or permits.
64. No train will be worked where the visibility is less than fifty yards.
101. All members and visitors must promptly obey persons placed in authority over them and conform to all the Rules and Regulations of the Railway (BRL(a))
102. Every member must assist in carrying out the Rules and Regulations, and must report to the Rules and Disciplinary Sub Committee any infringement thereof, or any occurrence which may come under his notice affecting the safe and proper working. (BRL(b))

103. Members may, from time to time, be required to undergo medical eyesight or practical examinations in accordance with the regulations in force (BR1(f))
104. Members must see that the safety of the public is their chief care under all circumstances. (BR2(i))
105. Members must not absent themselves from a duty without informing the Operating Superintendent or his appointed Deputy beforehand. (BR3(i))
106. Members must not appropriate to their own use any property of or in the possession of the Railway, the Society or its customers. (BR3(iii))
107. Members must not waste or wantonly destroy stationery, stores or any other property of the Railway, the Society or its customers. (BR3(iv))
108. Members must not consume intoxicating liquor while on the Railway. (BR3(v))
109. If any member loses his copy of the Rules or other document of which the Regulations require that he should be in possession, he must immediately obtain another copy from the Operating Superintendent or the Secretary of the Society. (BR8)
110. No member shall expose himself to danger, and he must prevent as far as possible such exposure on the part of other members, and spare no opportunity of warning those who neglect to take proper care. (BR11(a))

111. Members whose duties compel them to be on or about the lines of the Railway must, when possible, face the traffic, and when moving from one part of the permanent way to another be careful to avoid trains travelling in either direction; they must also look in each direction before crossing the line. When audible warnings are given by the trainmen, they must be acknowledged by the raising of an arm above the head. (BR11(b))
112. Reckless exposure of himself or others to danger, on the part of any member, is an offence against the Rules and Regulations and will be dealt with accordingly. (BR11(c))
113. Members must exercise proper care in getting between vehicles for the purpose of coupling or uncoupling them and shunting poles must be used when practicable. When it is necessary to go between vehicles in order to screw up or unscrew couplings or to attend to the brake pipes, or for any other purpose, whilst there is a possibility of other vehicles being shunted against them the person in charge of the shunting operations must be informed. In the case of freight vehicles, shunting must not be allowed to continue whilst a man is required to go between the vehicles until he has satisfied himself that a sufficient number of brakes have been pinned down on other vehicles in the direction, or directions, from which a shunting movement may be made so as to ensure his safety. Shunters and others concerned must exercise special care in shunting vehicles in the direction concerned in such circumstances. Where passenger vehicles are concerned, shunting must not be allowed to continue unless arrangements can be made to ensure that there will be no impact with the vehicles which are being coupled or uncoupled. (BR12(a))
114. No attempt must be made to throw the link over the drawbar hook by means of a shunting pole until the buffers have actually touched. (BR12(b))

115. Members must not go between the buffers of vehicles or between stop blocks and the nearest vehicle when they are less than fifty feet apart, without first satisfying themselves that none of the vehicles is about to be moved and that no shunting is taking place upon the lines which they are about to cross. (BRL2(g))
116. Members must, whenever possible, couple goods wagons fitted with screw couplings by means of a shunting pole, and must not go between the wagons in order to screw the couplings up until the vehicles are at rest. When it is not possible to couple these vehicles by means of a shunting pole, members must not go between the vehicles to couple up until they are at rest. (BRL2(h))
117. Goods wagons fitted with link couplings must be coupled or uncoupled with a shunting pole, and members must not, except where absolutely necessary, go between the buffers. In cases where this cannot be avoided, they must wait until the wagons are at rest. Members must not go between two vehicles either of which is fitted with a drop end door, or between an engine and a vehicle so fitted, to couple or uncouple until the vehicles are at rest. (BRL2(i))
118. When double coupling of wagons has to be resorted to, the vehicles must be at rest before being coupled or uncoupled. (BRL2(j))
119. Unless instructions are issued to the contrary, any person trespassing must be requested to leave the premises and warned not to trespass again thereon. If such person refuses to quit he must be asked to give his name and address. If he refuses both to quit the premises and to give his name and address, he must be detained and handed over to the Police. In such a case, a report of the circumstances together with the name and address of the offender, must be handed over to the Secretary of the Society who may take further action. (BRL4(b))



120. When a train is approaching, men working on or near the line must not remain on any running lines, nor between them if the space is less than 8 feet but must at once move clear of all lines unless they can distinctly see that they are in a position of safety, and in no danger from another train approaching them unobserved; the men must stop in the positions they have taken up until the train, including any detached portion thereof which may be following, has cleared a sufficient distance to enable them to see that no train is approaching on the other lines before they re-cross the rails. (BR15(b))
121. Except where otherwise provided, the .....
- | Term          | Includes   |
|---------------|--|
| Engine        | Steam and diesel locomotives and mechanically propelled trolleys |
| Freight train | All trains not composed of coaching stock                        |
| Train         | Light engine and any vehicle or vehicles                         |
| Guard         | Shunter where no guard is rostered.                              |
- (BR16)
122. The cleaning, trimming and lighting of all lamps must be carefully and regularly performed. Oil lamps must be taken to the appointed place to be cleaned and trimmed. (BR20(a))
123. When a crane is in use and the jib, or any portion of it, obstructs or fouls any line in use for traffic purposes, or whenever, during loading or unloading of timber, iron or other articles, any running line is liable to be fouled, the person in charge of the work must obtain sanction of either the Permanent Way Engineer or the Operating Superintendent or his appointed Deputy. He must also satisfy himself that the proper signals are exhibited until the operation is completed. Such signals will be given by a Handsignalman specially appointed (BR29(a))
124. No crane will be used after dark, in falling snow or fog. (BR29(b))
125. Cranes must be kept locked or otherwise secured when not in use. (BR29(c))

126. A privately-owned engine under its own power must not be allowed upon any running line unless authorised by the Committee. (BR31(a))
127. Before any privately-owned engine, or contractor's wagon, is accepted for conveyance on its own wheels, it must be examined by the Permanent Way Engineer and the duty train crew and special arrangements made as to the train by which it is to travel. Guards and others concerned must satisfy themselves that this has been done before allowing the engine or wagon to travel. (BR31(b))
128. Trains shunting from one running line to another, or shunting into, or out of, sidings connected with running lines, must be signalled verbally or by hand signal, as occasion may require. (BR49)
129. A red hand signal indicates Danger and must be used only when it is necessary to stop a train. In the absence of a red light, any light waved violently denotes Danger. (BR50(a))
130. The purposes for which a white hand signal is used are as follows:-
- (a) move away from hand signal, in shunting -- white light waved slowly up and down.
  - (b) move towards hand signal, in shunting -- white light waved slowly from side to side across body.
  - (c) to acknowledge guard's green hand signal -- white light held steadily by fireman. (BR50(c))
131. The purposes for which a green hand signal is used are as follows:-
- (a) move slowly away from hand signal, in shunting -- green light waved slowly up and down.
  - (b) move slowly towards hand signal in shunting -- green light waved slowly from side to side across body.
  - (c) guard's signal to driver to start, and to indicate that guard or shunter has rejoined train -- green light held steadily above the head.

.....(d)

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- (d) to indicate by night to fireman of freight train after starting that his train is complete -- green light waved slowly from side to side by Guard.
- (e) to indicate that catch points, spring points or un-worked trailing points are in right position for the train to pass in facing direction -- green hand signal held steadily by signalman. (BR50(d))

132. In the absence of flags --
- (a) both arms raised above the head denotes Danger or stop
  - (b) either arm held in a horizontal position and the hand moved up and down denotes Caution or slow down
  - (c) either arm held above the head denotes All right
  - (d) either arm moved in a circular manner away from the body denotes Move away from hand signal
  - (e) either arm moved across and towards the body at shoulder level denotes Move towards hand signal. (BR51)
133. Hand lamps and flags, when used as signals, except where they are employed for the purpose of indicating the point of anchoring, must be held; they must not be placed upon or fixed in the ground or elsewhere. (BR53(a))
134. Sufficient time must be allowed for the Guard, shunter or fireman to rejoin the train before a moving off signal is given and the driver must not, when the signal is given, go forward until he has received a hand signal from the Guard or shunter to intimate that he has rejoined the train. By day the signal must be given as in Rule 132 (c) and by night as given in Rule 131 (c). (BR55(e))
135. Detonators are used for the purpose of attracting the attention of Trainmen. They must be placed as nearly as possible in the centre of the rail, and when fixed by hand they must be securely fastened by bending the clips round the upper flanges of the rail. (BR57(a))

136. Drivers and the Permanent Way Engineer must be provided with detonators which they must always have ready for use when on duty and they will be held responsible for keeping a proper supply. (BR57(b))
137. The Operating Superintendent must maintain a sufficient stock of detonators and keep a supply in a suitable place of easy access to drivers and the Permanent Way Engineer but not accessible to unauthorised persons. (BR57(c))
138. Detonators must be carefully handled as they are liable to explode if roughly handled. (B R 58(a))
139. Detonators must be kept in dry places and not left in contact with brick walls, damp wood, chloride of lime or other disinfectant, nor exposed to the action of steam or other vapour. (BR58(b))
140. The month and year of manufacture is shown on the label outside each packet and is stamped on each detonator. Detonators must be issued in the order of the dates stamped on them; those of the oldest date being always used first. (BR58(c))
141. The stock of detonators must be examined during the first week in March and the first week in September. Detonators must be returned to the Operating Superintendent at once if bearing any signs of rust on the outside of the case, or appearing unsatisfactory in any way. Except where instructions are issued to the contrary they must be returned to the Operating Superintendent at the expiration of three years from the date stamped upon them. When authority is given to use detonators up to five years old, they must be returned to the Operating Superintendent at the expiration of that period. Detonators must not under any circumstances be used after they are five years old. When a packet of detonators is opened, the whole of them must be examined, and should any show signs of rust none of them must be used, but the whole packet must be sent to the Operating Superintendent. (BR58(d))
142. Should any detonator fail to explode, or any injury be caused by flying fragments from an exploded detonator, the detonator concerned, together where possible with the remainder of the packet from which the detonator was obtained, must be sent promptly to the Operating Superintendent with a report of the circumstances. (BR58(e))



143. If a detonator is exploded by a train the driver must immediately bring his train to a stand and secure sufficient brakes to ensure its complete safety. (BR59)
144. When any point, crossing, rail or check rail is damaged or strained, the circumstances must be reported immediately to the Permanent Way Engineer and all trains must be stopped or allowed to pass over slowly, as may be necessary, until the damage is repaired. (BR64)
145. Should a guard or shunter become aware of any obstruction upon or defect in, the line, he must signal the driver to stop and take any other steps to prevent the train approaching the obstruction or defect until the line is clear and safe. (BR66(a))
146. No person must move any switches which lead to a running line, or from one running line to another, without the permission of the guard or shunter. (BR71(b))
147. During severe frost or falling snow, points must be frequently worked by the guard or shunter in order to prevent frost or snow impeding the working of such apparatus. (BR95(a))
148. Unless special authority be given to the contrary, unusually heavy vehicles or droves of animals must not be allowed to cross the line when any train can be seen, or is known to be, approaching the crossing. (BR107(a))
149. Members of the public will be expected to abide by the signals given at road crossings by authorised flagmen. Failure to abide by the signals, thereby causing unnecessary danger both to themselves and to the train and the flagmen is to be reported immediately to the Operating Superintendent and the Police, who may take further action. (BR107(e))
150. During shunting operations drivers must work only to signals given by the guard or shunter or other person in charge and a Driver must not move his train until he has received such a signal. (BR108)

151. The person giving hand signals must do so in such a way as to avoid the signals being taken by any Driver other than the one for whom they are intended. (BR109)
152. Double shunting, i.e., the turning of some vehicles on to one line or siding and others on to another line or siding during one propelling movement must not be carried out. (BR110(a))
153. Vehicles must not be loose shunted, i.e., without remaining attached to the engine, into sidings or upon running lines unless, where necessary, they are accompanied a sufficient distance by a competent person prepared to apply the hand brakes, or sprags, to ensure the vehicles being brought to a stand at the required place, or to prevent them coming into violent contact with other vehicles, or the buffer stops, or fouling other lines. (BR110(b))
154. Loose shunting of any vehicle against loaded passenger vehicles, also loose shunting of vehicles containing passengers or explosives is strictly prohibited. (BR110(b))
155. Loose shunting of vehicles into loading docks, stages, warehouse platforms, etc., is prohibited, unless the brakes can be applied without risk of injury to the men operating them. (BR110(b))
156. The movement of vehicles by means of a prop or pole, or by towing with a rope or chain attached to an engine or vehicle moving on an adjacent line, or a road vehicle, is prohibited, except where specially authorised by the Operating Superintendent. (BR110(c))
157. Guards, shunters and others engaged in shunting operations must satisfy themselves that ....
- (a) trains or vehicles are clear of all points that require to be traversed
  - (b) vehicles placed in sidings are properly secured to prevent them from moving, fouling other lines, being blown out, or otherwise escaping on to a running line

....(c)

- (c) after the operations are completed, trains or vehicles are left clear of any running lines and within trap-points, derailleurs, or scotch blocks; that points are in their normal position; that scotch blocks, where provided, are placed across the rails; and that no vehicle is left inadvertently upon any running line
- (d) where the movement is over hand points, that all points which become facing points are in the correct position
- (e) during frost or snow when there is a likelihood of points being prevented from closing, that all points which become facing points are properly closed before shunting movements are made over them. (BR111(a))

158. Before any vehicle is shunted into a siding, the Guard, Shunter or other person in charge must ascertain the position of any vehicles in the siding, and signal the Driver accordingly so as to avoid undue impact with such vehicles or the buffer-stops. (BR111(d))

159. Before vehicles are moved in, or shunted into, a siding used for repairing vehicles or for loading or unloading traffic, or a goods shed or other building where vehicles are already standing, Guards, shunters and others concerned must warn any employees, members or other persons who may be engaged in, about, or between the vehicles; they must also request persons who may be loading or unloading not to remain in, or near to, vehicles which are likely to be moved by shunting operations, and must satisfy themselves that no road vehicle or animal is foul of any of the lines on which shunting operations are about to be performed. (BR112(a))

160. Care must be taken to see that goods shed doors are open and all is clear before commencing shunting operations on shed lines, and that all doors of vehicles are properly secured by the fastenings provided for the purpose. (BR112(b))



161. Vehicles must not be moved unless the doors are properly closed and fastened, except in the loading or unloading of a Permanent Way train. (BR115(a))
162. When vehicles have to be shunted into sidings on a rising gradient, the vehicles to be moved at one shunt must be limited to such a number as the engine can propel without travelling at excessive speed. (BR115(b))
163. Staff riding on engines or vehicles, or when on the ground alongside vehicles, at converging points in sidings, must take special care that there is sufficient clearance for their safety. (BR118)
164. It will be the responsibility of the guard to see that tail and other lamps provided are kept properly burning where necessary. (BR120(b))
165. The driver and fireman must see that coal on the engine is not stacked too high and that it and the boxes, fire irons and tools are so placed that they will not fall off when the engine is in motion. (BR126(iii))
166. The driver and fireman, when in charge of an engine, must not leave it without a man being left in charge of it unless otherwise directed in the Rules, or it is absolutely necessary for them to do so, or the engine is in a siding and out of gear with the hand brake hard on. (BR126(iv))
167. The driver and fireman must arrange the fire so as to avoid unnecessary emission of smoke. (BR126(v))
168. The driver and fireman must, when the engine is in motion, not expose themselves to danger by leaving the footplate unnecessarily for the purpose of going out on the engine framing or on to the top of the tender or bunker. Should, however, the driver decide it is absolutely necessary that he should leave the footplate and does not consider it desirable to stop the train, he must, before leaving, instruct his fireman to keep a good lookout and observe the signals during his absence. Should it become necessary for the fireman to leave the footplate while the engine is in motion, this must only be done with the consent of the driver. (BR126(vii))



169. The driver must observe and obey all signals, whether the cause of the signal being shown is known to him or not. (BR127(iv))
170. The driver must keep a good look-out when the engine is in motion and sound the whistle when necessary. (BR127(v))
171. The driver must sound the whistle as a warning when persons are seen on, or near to, the line on which the train is running; also when unable to obtain a clear view of the line ahead owing to steam or smoke, as a warning to anyone who may be on the line. If any person on or dangerously near the line on which the train is running does not acknowledge the engine whistle or appear to move clear, the Driver must sound an urgent danger warning by giving a series of "pop" whistles. (BR127(vi))
172. The driver must sound the whistle when approaching and passing any place where shunting operations are in progress on the next adjoining line or siding. (BR127(vii))
173. The driver must, when running through junctions to or from lines diverging from the straight road, regulate the speed to ensure a steady passage for the whole train through the junction points and crossings. (BR127(xiv))
174. The driver must observe in all cases the speed restrictions shown in the appendices or notices. (BR127(xv))
175. The driver must be vigilant and cautious and not trust entirely to signals. (BR127(xvii))
176. The driver must start his train carefully and proceed along the proper line. (BR127(xviii))
177. The driver must stop his train with care, paying particular attention to the state of the weather, the condition of the rails and the gradient, as well as to the length & weight of the train. These circumstances must have due consideration in determining when to shut off power and to apply the brake. (BR127(xix))

178. The driver must carefully approach sidings or places at which his train is required to stop. (BRL27(xx))
179. The fireman must, when not necessarily otherwise engaged, observe and obey all signals and keep a good look-out all the time the engine is in motion. (BRL28)
180. The driver must, after taking water, be careful to leave the hose or water crane clear of the running lines and properly secured. (BRL27(x))
181. The Guard must satisfy himself before starting his train at the commencement of the journey that.....
- (a) all couplings between the vehicles are properly connected
  - (b) all hand brakes are taken off except as provided in Rule 36
  - (c) the train is formed in accordance with instructions. (BRL29(iv))
182. The guard must examine the loading of vehicles attached on the journey, and if any vehicle becomes unsafe through displacement of the load he must at once have the load re-adjusted or the vehicle detached. (BRL29(vi))
183. The guard must, after using a stove in a van, take care that the fire is extinguished before leaving the van unless the van has to be used again immediately, in which case a small fire may be allowed to remain, all necessary precautions being taken to avoid damage arising therefrom. (BRL29(xi))
184. The guard must satisfy himself before the commencement and during the journey, that all doors and sheets are securely fastened and the vehicles properly loaded, marshalled and coupled; also that the prescribed brake power is available and in proper working order. (BRL31(i))

185. The Guard will act as flagman for road crossings.
186. The guard must, when travelling down a steep gradient, apply the van hand brake to steady the train, care being taken not to skid the wheels. (BRL31(ii))
187. When light engine or engines with brake van are run coupled together, or when two or more engines are used to draw a train, they must not be uncoupled within the token section. (BRL33(d))
188. When a train is drawn by two engines the driver, and fireman where provided, of the leading engine are responsible for the observance of signals and the working of the brake; the driver of the second engine must watch for and act upon signals given by the driver of the leading engine, but the driver of the second engine is not relieved from the due observance of all signals affecting the working of the train, and in case of need he must apply the brake. (BRL35(a))
189. Special care must be used in starting and stopping a train drawn by two engines to prevent the breaking of couplings. (BRL35(b))
190. If a train is brought to a stand on, or immediately ahead of, runaway catch points or other spring points, the driver must not move his train in either direction until he has satisfied himself, or has received intimation from the guard that it is safe to do so. (BRL37)
191. The driver must afford such assistance with his engine as may be required for the formation, arrangement and despatch of his train. (BRL38)
192. When a train is about to leave a siding or terminal point, the signal from the guard indicates that the train may move off. However, the driver must satisfy himself by observation that the line is clear. (BRL43)

193. The guard of a train must keep a good look-out and should he see any reason to apprehend danger, he must make every effort to attract the attention of the driver. (BR148(b))
194. The guard must, unless special instructions are issued to the contrary, always apply his brake as soon as he becomes aware that the driver is applying the engine brake. (BR148(d))
195. When a driver requires extra braking of a train he must give three or more short sharp whistles and the guard or shunter will apply extra brakes as required. (BR148(e))
196. Should a driver or member of the crew observe any irregularity or defect in the works or permanent way he must make a full report to the Permanent Way Engineer. Should the defect be of a serious nature, as to endanger the safe running of the train, no further traffic will be worked until the defect has been corrected. (BR155(a))
197. Before removing a travelling crane the person in charge of it must see that the jib is properly lowered and secured, and so fixed that it will clear the loading gauge, also that the balance box, and side stays where provided, are properly secured. (BR156(a))
198. When a travelling crane has to be conveyed by train it must, where practicable, be so placed that the jib points towards the rear of the train, and whenever possible the crane must be forwarded by a slow freight train. (BR156(b))
199. Guards and shunters must see that no vehicle provided with chains or other appliances is allowed to leave a siding without the chains and appliances being first carefully examined to ensure that they are properly stowed or otherwise secured or loaded in accordance with the loading instructions for the safe passage of the vehicles. Guards must also see that they are so kept during the journey. (BR157)



200. Long pieces of iron, round timber or other articles of unusual length must not be despatched from sidings unless securely bound to the wagons with ropes, chains, or iron bands, care being taken that the loads are not too tightly bound to admit of the vehicles going easily round curves. (BR158(a))
201. Special care must be exercised with loads of exceptional character as regards dimensions or weight to see that the loading is secure. The Operating Superintendent and Permanent Way Engineer must be consulted when necessary, and the loads inspected by an experienced person before being despatched. (BR158(b))
202. Should complaint be made of the running of any vehicle, the guard must report the fact to the Carriage and Wagon Engineer giving full details of the vehicle concerned and detach the vehicle from the train. (BR160)
203. A vehicle must not be attached to any train if the guard considers it is unsafe to travel, nor must a wagon be attached to a train unless it is labelled or directed in accordance with Rule 204. (BR168)
204. Every loaded wagon must be labelled or directed on both sides to its destination, with the exception of mineral traffic in train loads for journeys not involving marshalling during or on completion of the journey. When it is necessary for any empty wagon to be labelled or directed to its destination, such wagon must be labelled or directed on both sides. (BR169)
205. When a vehicle is not safe to travel it must be labelled by the Examiner with a red and white "Not to Go" label on each side, and not allowed to travel. When an Examiner has labelled a vehicle "Not to Go" he must advise the guard or shunter accordingly. (BR170(a))

206. When a vehicle requiring repair is fit to travel, it must, except when it has a defective brake, be labelled with a green "For Repairs" label on each side, and when empty forwarded to the place named on the labels. A vehicle with a defective brake but otherwise fit to travel must be labelled on each side with a white "For Repairs" label with the words "Defective Brake" printed across diagonally in red; the vehicle must not be loaded and the brake lever must be secured. (BRL70(b))
207. The labels referred to in Rules 205/206 must be placed as near as possible to the traffic (or destination) labels on each side of the vehicle except that the "Not to Go" label must be placed over the destination label but leaving a portion of it exposed. (BRL70(c))
208. Any unauthorised person removing any labels will render himself liable to criminal prosecution. (BRL70(d))
209. When a guard receives delivery at a junction of any rolling stock in a damaged condition he must draw the attention of the Carriage and Wagon Engineer to the circumstance and record it in the freight book. (BRL72)
210. Shunters, guards, drivers and all others concerned must make every effort to facilitate the working of trains and prevent any avoidable delay. (BRL76)
211. In the event of any failure of, or accident to, some part of a train, it will generally be found desirable to bring the train to a stand as quickly as possible, but whether this course can be taken with safety, and how the stoppage can best be effected, must depend on the nature of the mishap to the train, the weight and speed of the train, the gradients, curves, and other conditions applying to the line, particularly as regards the position of points and crossings. In all cases when the whole of the train remains upon the rails, it must be brought to a stand as quickly as possible. (BRL87(a))

212. If the engine be defective, the sooner the train can be stopped the better. If any of the vehicles be off the rails, the brakes in the rear must be instantly applied, in order that by keeping the couplings tight the disabled vehicles may be kept up and out of the way of the vehicles behind until the force of the latter is exhausted, it being desirable that the front portion of the train should be brought slowly to a stand. The application of the front brakes might result in further damage, and great care must be exercised in their application. In all cases the application of brakes behind a disabled vehicle will be attended with advantage. (BR187(b))
213. In the event of any failure of, or accident to, some part of a train drivers and guards will, in all cases, act according to the best of their judgment and ability in the circumstances in which they are placed. (BR187(e))
214. When a train is approaching switches, the man at the switches must, provided they are right for the train to pass over them, give the driver the appropriate hand signal. (BR196(a))
215. A permanent Way gang must be supplied with two red and two green flags, a sufficient number of detonators and a horn. The Permanent Way Engineer will be responsible for this equipment being in proper order and ready for use.
216. Men at work on the line must rely on their own signals for the protection of themselves and the traffic. (BR214)
217. A trolley must not be attached to a train, and when not in use it must be placed well clear of the line, and the wheels secured with chain and padlock, or other authorised means. (BR215(a))
218. The times for carrying out work involving the stopping of trains must be selected so as to interfere as little as possible with the passage of the traffic. Unless absolutely necessary, a rail must not be displaced, nor must any other work be performed after sunset or during fog or falling snow by which an obstruction may be caused to the passage of trains.



219. Before a rail is displaced within the token section, the single line token must be obtained by the man in charge. (BR217(a))
220. The rails must be kept clear of gravel, ballast, or any other material. Ballast must not be thrown up in the 4 ft. way above rail level, and it must be thrown as much as possible on the outside of each line, or between the two lines. (BR225)
221. In the event of any fire occurring on or near the line, members on the line must take immediate measures to extinguish it. (BR229)
222. Before a rail is taken out a sound rail must be provided at the spot in readiness to replace it. (BR231(a))
223. Tools, rails, sleepers, pieces of iron or wood, or other implement or material, must be carefully placed so as to be quite clear of the line, and not within 2 feet of the rails unless below rail level, and the disused materials must be removed from the line as soon as practicable. (BR231(b))
224. Tools and implements required for the repair of the line must when not in use be kept locked up in the tool van, for the security of which the man in charge will be responsible. (BR233)
225. Nothing must be unloaded from a ballast train which is in motion. (BR235(a))
226. When materials are being loaded or unloaded from a Permanent Way train and it is necessary for members to remain in wagons during the work, the train may move only when such members have been warned and are in a position of safety. The man in charge of the work will only allow the train to move when he sees the warning has been acted upon. (BR235(d))
227. Each person in charge of Permanent Way work is responsible for having any materials found on the line collected and conveyed to the appropriate person. (BR237)

May, 1966

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