

Northern Railway

No.100-T/SSMU/SC/2024
Dated: 11.10.2024

Divisional Office
New Delhi

**All Operating Officers,
Station Directors NDLS, DLI, NZM & ANVT,
CAM/TKD, ATM/GZB, AO/PNP & AO/ROK
All Sectional TIs & SS of DLI Division.
All Train Manager Counselors.**

Safety Circular - 07/2024

SUB:-Guard Driver Report (GDR) – Procedure for Joint Check by Train Manager and Loco Pilot

Purpose:

This safety circular highlights the necessity of conducting a thorough joint check by Train Managers and Loco Pilots (GDR) to ensure the safe operation of trains.

What is GDR?

A GDR is a joint check conducted by the Train Manager and the Loco Pilot to ensure that the train is fit for operation. This check is vital for the safe running of trains and must be conducted diligently to detect and rectify any issues that could compromise the safety of the train's journey.

Conditions Requiring GDR Checks:

As per Rule SR.4.31/1/(v), the following conditions mandate a GDR check, and the prescribed proforma must be filled out after each check by the train crew:

1. After loading or backloading of a rake
2. After tipping operations
3. After a rake has been stabled for more than 24 hours
4. If the Brake Power Certificate (BPC) is invalid
5. For premium rakes being loaded or unloaded

Additionally, it is mandatory that GDR checks be conducted in all cases of rake loading/unloading, regardless of the method or type of BPC, to ensure that all doors, hoppers, and fittings are properly secured and there is no risk of any components becoming loose during the journey.

Joint Check Procedure:

Both the Train Manager and the Loco Pilot are responsible for jointly checking the following items before starting the journey:

S.No.	Items to be Checked by Train Manager and Loco Pilot
1.	All CBCs (Centre Buffer Couplers) and Air Hoses are properly coupled and locked.
2.	All Angle Cocks are in the open position.
3.	The last Angle Cock is in the closed position.
4.	Empty/Load device handle is in the correct position.
5.	There are no loose or hanging parts such as springs, push-pull rods, brake beams, safety brackets, or brake blocks that may endanger safe running.
6.	Hand brakes are fully released.
7.	All doors, hoppers, and covers of wagons are closed, locked, and secured.
8.	Continuity of air pressure or vacuum is checked before starting.

Pro Forma for Joint Check:

The joint check should be recorded in the following pro forma:

1.	Date & Place:
2.	Train No. & Description
3.	From:	To:
4.	Engine No.:
5.	Time Loco Attached:
6.	Total Load:
7.	Loaded at:.....	Unloaded at:.....
8.	(i) Total no. of cylinders: (ii) Total no. of working cylinders: (iii) Brake Power.....percent
9.	BPC No., Date & Place of Issue:
10.	Vacuum / Air Pressure available in: (i) Engine: (ii) Brake van:

We, the undersigned, have checked the train by walking on either side and confirm that:

- (a) All doors, hoppers, and covers of wagons are closed, locked, and secured.
- (b) There are no loose fittings or hanging parts, such as springs, push-pull rods, brake beams, safety brackets, brake blocks etc. which may endanger the safe running of the train.
- (c) All CBCs and air hoses are properly coupled and locked.
- (d) All angle cocks are in the open position.
- (e) The empty/load device handle is in the proper position.
- (f) Hand brakes are released.
- (g) The last angle cock is in the closed position.

Signature of Loco Pilot:

Loco Pilot's Name:

Signature of Guard:

Guard's Name:

This memo must be prepared in three copies:

- One copy to be retained by the Loco Pilot.
- One copy to be retained by the Train Manager
- One copy to be submitted by the Train Manager to the Station Master or Yard Master.

All Train Managers are instructed to strictly adhere to these guidelines to ensure the safe and efficient operation of trains.

All Train Manager Counsellors should participate in at least four GDR making process with on duty Train Managers without fail, so that they are aware of weak areas and can address them effectively.


11/10/24
Sr.DOM/G/DLI

Copy to: DRM, ADRM/Op & Sr.DOM for kind information please.