

Guard Duties G3

Engine Hauled Train Consists

- **1600mm Gauge trains**
- **1435 & 1067 Mixed Gauge Trains**

Before starting

- Ensure you sign on. By signing on you are declaring you are fit for duty, have had adequate rest, and are not under the influence of drugs or alcohol.

Preparation: Peruse all relevant notices, complete the inspections and forms for the vehicles being used, and obtain the relevant red and green flags, keys, first aid kit(s), and whistle as necessary. Become familiar with the proposed running for the day in conjunction with the Operations Manager or other authorised person, and carry out the following duties -

Before any train running commences: carry out the following duties -

- Check and clean as required, all vehicles to be used on that day
- The inspect the track to be traversed and its surroundings
- Particular care is to be exercised in inspecting mixed gauge turnouts and their settings
- Complete the form...
 “Daily Inspection 1600, 1435, 1067mm Track RSA.2006.25”
- Check that the fire extinguishers are on board and in place.
- Ensure all vehicles are correctly coupled including the air brake pipes
- Ensure the rear air brake tap is closed on the last vehicle
- Ensure sufficient hand brakes are applied and the train consist chocks are removed

Collect engine and enter traffic:

- Ensure that the driver of the engine to be used on the train is also familiar with the workings for the day
 - Pilot the engine from the stabling position and couple onto the train consist
 - In accordance with
 “Guidelines for the function of Train Examining (braking) on passenger carrying consists RSA 2102 352”
 - Ensure that the air brake train pipe is correctly connected, and open the air brake tap on the engine, allowing the engine to charge the train pipe
 - **NOTE:** Brake pipe stop cocks operate in the opposite direction to one another.
 - Release the hand brakes on the consist
 - In conjunction with the driver, check the train consist air brake system and carry out the appropriate air brake tests
 - Once the guard and driver are both satisfied that the brake system is working correctly,
 - Record the details of the inspections and braking tests on
 “Daily Inspection – Passenger Carrying Train Consists” RSA 2006 15”
 - Signal the driver to proceed to the appropriate train starting position.
 - If movements are required outside the fenced property, ensure the road stop signs are in place, the museum property gates are open, and it is safe to proceed through them.
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Train running during the day:

- Assist with the loading and unloading of passengers and equipment
- Confer with the driver throughout the day
- When all passengers are onboard, count and record the passenger load, close the carriage doors, and board the brake van guard's compartment
- Check both sides of the consist and ensure no one is in any dangerous position
- Give the appropriate starting signal to the driver
- Once acknowledged by the driver and the train begins to move, give the appropriate second all right signal
- When trains are pushing back, maintain a careful watch of the track ahead.
- Maintain a careful watch on the progress of the train
- Display appropriate signals to the driver as necessary

Emergency Management:

Stopping the train in an emergency:

If in an emergency you need to stop the train, but the driver and/or observer cannot see and/or hear your stop signal, open the emergency air brake valve mounted in the vehicle. Once the train has stopped, confer with the driver regarding the emergency. Only after the situation is clearly understood and safe, close the emergency air brake valve, and restart the train.

If you believe the driver is in difficulty and cannot stop the train, by seeing appropriate signals being displayed by the driver and/or observer, which may include multiple blowing of the engine whistle, open the emergency air brake valve mounted in the vehicle. Once the train has stopped, confer with the driver regarding the emergency. Only after the situation is clearly understood and safe, close the emergency air brake valve, and restart the train.

Ongoing Emergency Management:

The guard shall manage the ongoing emergency including, if necessary, passenger evacuation as per:

"Emergency Management - Rail Operations RSA.2017.355 – Protocol Part 1"

Stabling the train:

Once the last train movement for the day has been completed, and the museum property gates closed and locked as necessary, signal the driver back to the stabling position, and carry out the following -

- Position and stop the train, apply all train consist hand brakes position all necessary wheel chocks
- Close the air brake tap on the engine, uncouple the engine and air brake hose
- Signal the driver to proceed to the loco stabling position
- Bleed all air from the air brake system
- Assist with cleaning train carriages, shut all windows and close and lock all doors
- Ensure that the museum property gates are closed and that the road side stop signs have been placed back in their storage position within the museum.
- Ensure all necessary documentation is completed, including passenger counts
- Report any incidents as necessary to the Operations Manager or authorised person
- Return flags and whistle to the appropriate place