



STANDARD FORMAT FOR CABIN INSPECTION

Name of Station:

Date and time of Inspection:

Sl. No.	Item	Observation (Remarks/Deficiencies, if any)
	Staff on duty: Alertness:	
A	GENERAL	
1	Location of cabin:- Goods visibility from cabin	
2	Overhauling of lever frames- should not be overdue.	
3	Cleanliness of lever handles	
4	Safety posters:-availability & appropriate type	
5	Clock:- Availability and accuracy	
6	Pull chart:- Correctness	
B	RECORDS AND REGISTERS	
1	Station working rules:- Date with correct diagram	
2	Train Signal Register:-Maintenance as per rule	
3	Private No. Sheet:- Correct procedure followed.	
4	Signal Failure Register(SI-24):-Correct recording.	
5	Signal Failure i.e. T/369 (3b): Whether issued correctly.	
6	Signal and point failure memo:-Whether issued as per rule.	

7	Line block and clearance Register:- Maintained correctly.	
8	Cabin basement/relay room Register:- Maintained as per rule	
9	Axle counter / Veeder counter Register:- Maintained properly.	
C	EQUIPMENTS / AIDS:	
1	Block Instrument:- Seal/double lock arrangement	
2	Telephones:- Satisfactory working	
3	List of essential equipments:-Check complete availability as per SWR, their condition and operation.	
4	Fire Extinguisher:- Availability and validity.	
5	Interlocking and lighting arrangements:- Are in order.	
D	STAFF ALERTNESS AND WORKING	
1	Uniform:- Staff on duty in proper uniform.	
2	Unauthorised person:- Not to be allowed.	
3	Procedure of train passing:- Correctly follow.	
4	Short-cut-methods :- Not to be resorted to	
5	Knowledge of safety rules:- Staff are well conversant.	
6	Practical problems. If any & suggestions.	