



STANDARD FORMAT FOR STATION INSPECTION

Name of Station:

Date and time of Inspection:

Sl. No.	Item	Observation (Remarks/Deficiencies, if any)
	Staff on duty: Alertness:	
A	General Records & Registers:	
1	TSR and Private No. sheet:	
2	Line block and clearance register	
3	SWR	
4	Officers' Inspection Register: Indexing, proper filing & compliance	
5	TI(M)'s Inspection Register:	
6	SM's Night Inspection Register: (Frequency and time)	
7	PME Register (cross-checked with certificate)	
8	Refresher Course Register: (cross-checked with certificate)	
9	Assurance Register for C&D Categories: (cross-checked with Attendance Register and counter signature by SM)	
10	Staff counselling register:	
11	Emergency cross-over register:	

12	Disaster Management Plan Book:	
13	Rule Books: GR BWM AM	
14	Train intact register:	
B	Transportation & Safety Records and Registers:	
1	SI-24 Register:	
2	SI-4 Register:	
3	Relay Room Register:	
4	Stable load Register:	
5	Veeder Counter Register (cross- checked with panel bound veeder counter nos.)	
6	Points & Lock Indication appearing Register:	
7	Caution Order Register:	
8	Safety gradation Register:	
9	Safety Circular:	
10	Safety Alert Advice:	
11	Joint Points & Crossing Register:	
12	OP/T.124 Register:	
13	T.369(3b) & T-369(l) and cross checked with SI-24 Register:	

14	Abnormal working Forms & Register: T/A 1425, T/B-1425, T/C 1425, T/A602, T/511	
C	Equipment & Boards:	
1	Essential equipment Board & availability	
2	First Aid Box	
3	Fire Extinguisher	
4	Fire Buckets	
5	Disaster Management Board	
6	Board containing list of Hospital & Doctors with Telephone No.	
7	Telephone connections	
8	BPAC & Axle counters	
9	Safety posters	
D	Working of staff, alertness & knowledge	
1	Staff working as per Roster & normal duty:	
2	Staff working as per Roster & normal duty:	
3	Observing working procedure:	
4	Testing of knowledge regarding train passing during abnormal condition.	
5	Counselling	
6	Miscellaneous Cleanliness, lighting arrangement, water source, lavatory.	