

Loco Pilot Instruction No.10/2025

**Sub : Standard Operating Guidelines for the Safe Loading/ Unloading
& Movement of POL Tank Wagons (BTPN).**

Ref : CFTM's L. No. T.483.M.1153.POL dated 15.07.2025

The above referred letter Standard Operating Guidelines for the Safe Loading/ Unloading & Movement of POL Tank Wagons (BTPN).

The Joint Procedure Order (JPO) prescribes mandatory procedures and safety practices that must be ensured for safe and accident free movement of BTPN wagons. Key aspects such as preventive maintenance, safety measures during loading/unloading pilferage control and accountability of all stakeholders are laid down in the JPO (copy attached).

DA : As above

CENTRAL RAILWAY

NO: NGP/TRO/SAFETY/LP Inst/23

**DIVISIONAL OFFICE
TRO BRANCH, NAGPUR.**

Date: 23.07.2025

C/- CEE (OP)/CSMT : For kind information please.

C—DRM/NGP- For information please.

C—ADRM/(T)NGP- For information please.

C/- All CCCOR: For display and take acknowledgement from all running Staff.

C/- All CLI: For information & counseling LP & ALPs accordingly..

C/- DI/DTC : For impart in the training .

C/- CTLC : For necessary action .


Sr.DEE (TRO)NGP

OPERATION
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CENTRAL RAILWAY – ZONAL HEADQUARTERS

JPO FOR SAFETY IN LOADING/UNLOADING AND MOVEMENT OF POL TANK WAGONS

(JPO No. 01/2025 Date: 06-05-2025)

Subject: Standard Operating Guidelines for the Safe Loading, Unloading & Movement of POL Tank Wagons (BTPN)

1. Purpose: This JPO lays down mandatory procedures and safety practices to ensure safe and loss-free movement of Petroleum, Oil & Lubricant (POL) products through BTPN tank wagons. The guidelines address preventive maintenance, loading/unloading safety, pilferage control, and accountability of stakeholders.

2. At Examination point-

- a) During TXR examination, Empty wagons must undergo inspection by C&W staff to confirm mechanical integrity. Components such as manhole covers, valves, bottom discharge units, and flanges must be thoroughly checked and secured with all fasteners. The examination must comply to guidelines as per RDSO technical pamphlet G-90 & IRCA part III, as amended time to time. At TXR examination components integrity such as manhole covers, Master valves, bottom discharge units, nuts & bolts/sealing of dummy flange, Safety valves, vapor extraction cock & its fitting, Dip plug, Gaskets etc. shall be ensured.
- b) Sufficient stock of maintenance material and consumable shall be ensured at TXR examination points.
- c) Division shall provide CCTV cameras (with minimum storage capacity of 2 months) at TXR examination points, at suitable location so as to capture visibility of overhead barrel fitting. The feed of these cameras shall be given to C&W supervisors for monitoring.

3. At Loading point-

- a) While receiving these wagons in sidings, the oil companies shall duly check and certify components integrity such as manhole covers & fitting, old sealing wire (if any), non-metallic sealing wire & fastening, Master valves, bottom discharge units, nuts & bolts/sealing of dummy flange, Safety valves, vapor extraction cock & its fitting, Dip plug, Gaskets etc. in wagons and shall issues the certificate to this effect to commercial staff of concerned siding/ goods shed.

In case of any shortcomings-

- I. Deficiency shall be charged to last unloading point.
- II. Shall be informed to the nearest TXR and rectified (If rake is coming for first loading, after train examination).

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- III. Any wagon in which the shortcomings are not rectified shall not be loaded.
- b) The availability and intactness of shunt jumper from bogie to tank wagon should be ensured at loading point by oil companies.
- c) A certificate should be issued by the oil company to commercial staff after loading, confirming proper sealing of dome covers and vapor extractors with nonmetallic seals, man hole covers secured with bolts and use of specified gasket to prevent vapor leak and fire risk. Dangling and other non-standard seals should be removed. Any unwanted material like oil soaked cloths etc. shall be removed. A documented form should be kept signed by OMC siding authority (Refer railway board letter no. 81/M(N)/951/101 dated 29.05.1989).
- d) During the GDR check-
- I. TM & LP shall also ensure that there is no leakage from dummy flange, bottom discharge valve & barrel leakage etc.
 - II. Perform GDR with all precaution and inform to Dy SS, if any unsafe condition detected.
- e) Oil companies shall provide CCTV cameras (with minimum storage capacity of 2 months) at loading points, at suitable location so as to capture visibility of overhead barrel fitting and bottom discharge/dummy flange fittings. The feed of these cameras shall be monitored by oil companies and also accessible to commercial supervisor/Railway authorities whenever required for monitoring.

4 In Transit movement-

- a) If any seal found to be broken, RPF shall be informed immediately and pilferage from nefarious elements shall be checked. The affected wagons shall again be secured by commercial department. Commercial department may call the OMC representatives if assistance required.
- b) In case, BTPN rake is stalled enroute, Dy SS/SS shall intimate RPF for security of the rake.
- c) Any Such Locations to be mapped for repeated incidences of pilferage & RPF to take action to plug these locations.
- d) All SM & Points man/Gate Man of passing/enroute stations should look out that there is no sign of leakage from the load.

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- e) Provision of CCTV cameras (with minimum storage capacity of 2 months) at FOBs shall be made by the divisions. The feed of these cameras shall be given SS/Dy SS, for enroute monitoring.
- f) Provision of CCTV cameras at Rolling in/ Rolling out points shall be made by the divisions for under gear examination.
- g) While on run train working staff will keep watch on the BTPN load frequently and if any unsafe condition detected same to be informed to next station and section controller.
- h) At any station, if BTPN load stops for precedence or crossing the TM & LP/ALP should be alert from the view point of any miscreant/pilferage activity.
- i) At Rolling in / Rolling out points, C&W staff shall look out that there is no sign of leakage from the load at undergear height, in addition to standard Rolling in / Rolling out examination items.
- j) If any wagon is declared sick en-route, RPF and commercial staff should be immediately informed. Seal condition would be checked jointly by RPF and commercial staff and the same will be placed at a safe place in yard under supervision of RPF and commercial staff. Maintenance of wagon will be done on priority and seal position will again be checked jointly by staff of both commercial and Security departments. If requirement of C&W staff is there, they will be called for attention.
- k) Minimum OHE clearance of 270 mm of rolling stock and contact wire shall be ensured.

5. At Unloading point-

- a) Oil companies shall ensure that manhole covers, non-metallic sealing wire & fastening, Master valves, bottom discharge units, nuts & bolts/sealing of dummy flange, Safety valves, vapor extraction cock & it's fittings, Dip plug, Gaskets etc. are received intact in wagons as per the certificate issued by loading point. In case of shortcomings, deficiency shall be charged to last loading point.
- b) After unloading, oil companies must ensure:
 - I. Master valve and manhole covers are closed and secured.
 - II. Dummy flanges of discharge pipes are properly tightened with nuts and bolts. Along with the provision of proper gasket.
 - III. No removal of rake until physical verification and full decanting is confirmed.
 - IV. The unloading consignee must issue a removal memo only after confirmation of full decanting.

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V. Any refusal by oil companies to decant residual contents must be recorded.

- c) At unloading point it should be ensured that man hole covers are in properly closed condition with nut bolts and there should not be any hanging or dangling wires, suitable CCTV cameras may be installed to check the man hole covers.
- d) Oil companies & commercial staff shall issue joint certificate to the effect that after unloading manhole covers, non-metallic sealing wire & fastening, Master valves, bottom discharge units, nuts & bolts/sealing of dummy flange, Safety valves, vapor extraction cock & it's fitting, Dip plug, Gaskets etc. are intact. Any missing fittings with respect to what was received at the loading end, should be charged to the unloading OMC.
- e) Oil companies shall provide CCTV cameras (with minimum storage capacity of 2 months) at unloading points, at suitable location so as to capture visibility of overhead barrel fitting and bottom discharge/dummy flange fittings. The feed of these cameras shall be monitored by oil companies and also accessible to commercial supervisor/Railway authorities whenever required for monitoring.

6.

- a) Similarly, extant guidelines/instructions issued by RB/Hqrs, should followed in letter and spirit for safe loading/unloading/running/maintenance of BTPGLN rakes.
- b) Sufficient consumables shall be maintained at loading/unloading points.
- c) Frequent surprise checks and periodic safety audits (At least 02 in a year) should be done at various petroleum sidings and railway yards for implementation of these instructions in letter and spirit.
- d) A monthly report of such surprise checks and periodic safety audits should be put up by Sr DSO to DRMs of respective division. DRMs in turn should take immediate necessary measures if any deviation is found from JPO or other such extant rules/guidelines regarding handling and movement of BTPN/BTPGLN wagons.

Based on the field experiences and further suggestions from stakeholders, a review will be done after a period of six months from the date of its issue of the JPO.

This has approval of PCOM/CR.


(Akhlaque Ahmed) (Sachin Dighde) (Sumant V Deulakar) (H M Sharma) (R K Chauve) (Hemant Kumar) 06/05/25
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Annexure to JPO

The issue of participation of C&W staff in joint certification at tank wagon loading and unloading points was deliberated. As per board letters, there is no requirement of C&W staff at tank wagon loading and unloading points, however considering high loading/unloading volumes at Loni/PA and Panewadi/BSL, it is agreed that C&W staff shall participate in joint certification along with the commercial staff and Company staff, at these locations. This arrangement shall be reviewed after 6 months from the date of issue of this JPO.


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