

Middleton Railway Trust Ltd.
Passenger Guard's Rules Test – Description of Knowledge Required – Version 2

The purpose of a passenger guard's rules test is to establish that the person being tested has sufficient knowledge and understanding of the Company Rules and Train Operating Regulations to be able to follow correctly the procedures that they specify, and the associated precautions that must be taken, in respect of the relevant aspects of the duties that a passenger guard is required to undertake. The following list of these aspects forms the basis for conducting such a test, and specifies the detailed requirements for each aspect.

Aspects of the Duties for which Sufficiency of Knowledge and Understanding is to be Assessed

1. Before trains are run.

1.1 Commencing duties

- (i) Requirements for signing-in, and significance of signing-in;
- (ii) Importance of reading notices, and the significance of the information that should be in them.

1.2 Preparing a passenger train for traffic

- (i) Preparation of the coaches;
- (ii) Equipment required on the coaches.

1.3 Control of shunting operations

- (i) The role of the guard;
- (ii) Liaison between the guard and the driver;
- (iii) The use of hand, flag and lamp signals.

1.4 Marshalling a train

- (i) Establishing the requirements for the train formation;
- (ii) Procedures to be followed when shunting the coaches, and the role of the guard in them.

1.5 Checking that a passenger train is fit for traffic

- (i) Procedures to be followed for testing the continuous brakes.

2. Operation of passenger trains under normal circumstances.

2.1 Use of the wheelchair ramp

- (i) General precautions;
- (ii) Procedure for a wheelchair boarding the train;
- (iii) Procedure for a wheelchair leaving the train.

2.2 Starting a passenger train from a station

- (i) The checks to be made by the guard, and the procedure to be followed;
- (ii) The action to be taken in case of any attempt to board a moving train.

2.3 Normal operation of a passenger train

- (i) The role of the guard in providing a service to passengers;
- (ii) The duties of the guard;
- (iii) Knowledge of particular features of the line and associated precautions.

2.4 Running a locomotive round a train

- (i) Procedures and precautions in respect of brakes, doors and lamps;
- (ii) Procedures to be followed for operation of turnouts.

2.5 Maintaining the guard's log

- (i) Information to be recorded for each day and each journey.

3. Operation of passenger trains under abnormal circumstances.

3.1 Illness of a passenger during a journey

- (i) How such a situation would be identified;
- (ii) The procedures to be followed if such a situation occurred, and the role of the guard in them;
- (iii) Locations of emergency access points;
- (iv) Procedure if a passenger train has to be propelled, and the role of the guard in it.

3.2 Out-of-course stops by a train

- (i) The immediate procedures to be followed if such a situation occurred, and the role of the guard in them;
- (ii) The procedure for re-starting a train after such a stop.

3.3 Locomotive or rolling stock failures or accidents

- (i) The immediate procedures to be followed if such a situation occurred, and the role of the guard in them;
- (ii) The possibilities and procedures for obtaining assistance in such a situation, and the role of the guard in them;
- (iii) The possibilities and procedures for emergency operation of the train, and the role of the guard in them.

4. Operation of trains on goods lines, or of multiple trains.

4.1 Authorisation of passenger trains on goods lines

- (i) Establishing the requirements for the train formation;
- (ii) Establishing the requirements for the operation of the train.

4.2 Authorisation of train movements for multiple train operations

- (i) The role of the pilotman in multiple train operation;
- (ii) Requirements and procedures for obtaining permission for train movements by radio.

4.3 Operation of the Moor Road Level Crossing

- (i) Procedures and precautions for trains proceeding downhill;
- (ii) Procedures and precautions for trains proceeding uphill.

4.4 Operation of the Balm Road Loop Level Crossing

- (i) Procedures for the operation of the gates;
- (ii) Precautions for limited clearances;
- (iii) Restrictions on shunting operations over the crossing.

5. After trains have been run.

5.1 Disposal of passenger rolling stock

- (i) Requirements for the stabling of passenger stock;
- (ii) Procedures and precautions for shunting passenger coaches to stable them.
- (iii) Disposal of equipment from the coaches.
- (iv) The requirements for reporting issues affecting the coaches.

5.2 Disposal of locomotives

- (i) Requirements for the stabling of locomotives.