

- (4.) Maintenance of proper intervals between Trains at Stations.
- (5.) Proper Keeping of Train Record Books and Truck Journals.
- (6.) Prompt advising of the arrival of Goods.
- (7.) Improper delay of Wagons after discharge.
- (8.) Demurrage of Trucks.
- (9.) Improper delay of Sheets.
- (10.) Careful use and custody of Sheets.
- (11.) Systematic and occasional Trespassing.
- (12.) Proper signing of Risk Notes (Cattle and Horses, Fish, &c.)
- (13.) Cases of Suspected Fraud.
- (14.) To inspect Stations and Offices, &c., as to cleanliness.
- (15.) Generally must notice if the Rules, Regulations, and Orders of the Railway are adhered to, reporting all irregularities, especially those affecting the same working of the Line.

Inspectors must report direct to their Superior Officer everything that comes under their notice which is *irregular*. They must not interfere with the authority of the Station Clerks, who have the command of all the men included in their Station Pay Bill.

SIGNALMEN AND POINTSMEN.

128. Every Signalman and Pointsman must be able to read and write.

129. Every Signalman or Pointsman on duty must stand upon the Line clear of the Rails, and give the proper Signal on the passing of any Engine or Train.

130. Signalmen and Pointsmen must not allow any person, except on duty, to pass on the Line without written authority; and they must report any occurrence of this nature to the Manager through their Superior Officer. They must also obey any orders which the Officers in charge of Stations may give.

131. Every Signalman or Pointsman is to report if any Gates or Slip Panels (which the Owners or Occupiers of land are required to keep shut) have been left open, that the parties may be charged with the penalties; and any instance of Sheep or Cattle being on the Line or Slopes is also to be duly reported to the Manager through his Superior Officer.

132. Every Pointsman must be careful to keep his switches clear and well oiled; and whenever a Train has passed over, he must see that no coal, coke, wood, or dirt has dropped within the Points (so as to prevent them from closing), and that they are replaced in their proper position. He must also try his Points before the passing through of a Train, that he may be thoroughly satisfied that there is no impediment to their true working. At *Facing Points*, these precautions become doubly important. At all Facing Points the handle must be held down whilst any Train or Vehicle is passing.

133. Whenever any Signalman or Pointsman has any complaint or remark to make, he must communicate with the Head Office immediately through his Superior Officer in writing.

134. Whenever, from the passage of an Engine or Train, the Points, Crossings, or Guide Rails receive injury or strain, or the Rails themselves are split or chipped, the circumstance must immediately be reported by the person in charge of the Points to his Superior Officer.

135. All Signalmen and Pointsmen must take particular notice of each train as it passes, and, if they see anything wrong, they must show a Red Signal to the Guard or Driver, and blow their whistle.

136. No Fire for cooking or any other purpose must be lighted on any property adjoining the Railway Line. Such Fires must be within the

Railway Boundary, and great care must be taken by Foremen, Gangers, and men, that all such Fires are quite put out before leaving work.

137. Every Signalman and Pointsman is to make himself duly acquainted with the Code of Signals and Regulations for the working of the Trains. He must pay particular attention to the Special Rules for working that portion of the Line on which he is engaged.

GATEMEN.

138. All Gatemen must remain at their Gates both night and day. They will be supplied with locks to lock the Gates in a proper manner. Any accident happening from the neglect of this order will be visited severely on the party or parties offending.

139. Every Gateman will be provided with Signals and a Whistle.

140. Every Gateman on duty must stand upon the Line clear of the Rails, and give the proper Signal on the passing of an Engine or Train.

141. Gates must always be kept closed across a public road, except when required to be opened to allow the passage of traffic. Before opening the Gates, the Gateman is to satisfy himself that a Train is not in sight. He will then exhibit his Red Signal until the Railway is clear and the Gates closed.

142. The Gate towards which Cattle, Carriages, or Horses are approaching, is not to be opened until the opposite Gate has been first opened, so as to allow them to cross over without stopping upon the Line.

143. Gatekeepers and others having charge of Gates, Signals, and Points, are required to give notice to the Foreman of their Division immediately on any repairs being required thereto; and in case any part becomes deranged or broken, or should any Gate be imperfectly hung, so as not to shut itself, or should the fastenings be defective or become deranged, so as not to fasten the Gate on the instant of its being shut, they must immediately order the nearest Platelayer to see that the same is made perfectly safe.

144. When any Signal, Gate, Post, Hanging, or Fastening thereto shall be defective, the person in charge thereof will be held responsible for the consequence of any accident that may arise from such defect, unless the same shall have been previously reported by him as required by Rule 143.

145. The Gateman must take particular notice of each Train as it passes; and, if he sees anything wrong, he must show a Red Signal to the Guard and Driver, and blow his Whistle.

146. Gatekeepers are to prevent, as much as possible, any person Trespassing upon the Railway, and every case of Trespass must be immediately reported to the Foreman of the District; and they are also to report any irregularity of Signals or other infringement of the Government Regulations, whether of Platelayers or others in the Railway Service.

147. Gatemen must make themselves well acquainted with all the Signals and Regulations thereto. They must pay particular attention to the Special Rules for working that portion of the Line on which they are engaged.

148. Where no Night Trains are running, the Gates must be thrown across the Line at night and securely locked, so as to prevent Cattle from Trespassing on the Line.

ENGINEMEN AND FIREMEN.

149. Every Engine-driver and Fireman must be able to read and write, and must devote himself ex-