

भारत सरकार Government of India
रेल मंत्रालय Ministry of Railways
रेलवे बोर्ड Railway Board

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**General Managers
All Zonal Railways**

Sub: Attention to Passenger amenity during SS-1 and IOH Schedules

During a recent review at Railway Board on coaching maintenance, it was discussed that condition of passenger amenities in coaches needs to be significantly improved in order to provide a good travelling experience to the passengers. It was also deliberated that since the SS-1 Schedule in LHB Coaches and the IOH Schedule in ICF coaches is the first schedule where the coach is detached & placed in sick-line, major attention to Passenger Amenities and painting, plumbing, carpentry, welding, trimming work etc. can be given properly during these Schedules.

Accordingly, the work content of attention to be given to passenger amenity items during SS-1 schedule of LHB coaches, and IOH schedules of ICF coaches (as already detailed in CAMTECH Manual) is being reiterated at Annexure-A & B respectively.

Zonal Railways are advised to review the status of implementation of these works during SS-1/IOH, and send a confirmatory message regarding compliance of the above instructions to Railway Board.


(प्रांजल मिश्रा)
संयुक्त निदेशक/ यांत्रिक इंजी. (कोचिंग)-II
रेलवे बोर्ड

Copy to:
PCMEs/All Zonal Railways: For kind information and necessary action please.

repaint the components.

- Replace the rubber bush and the rubber joints, if necessary.

Rotation Limiter

- Check condition of the steel roll and pin for wear/damages. Replace, if necessary.

Rubber and Rubber/Metal Bonded Parts

- Examine the Rubber and Rubber/Metal Bonded parts for ageing / damages/ failure of bonding. Replace, if necessary.
- Examine the rubber joint of control arm for cracks/damage and ageing. Replace, if necessary

Bogie Pins

- Examine brake gear pins and other bogie pins for wear/ damages.
- Replace the pins with hard chrome plated pins as per RCF drawings.

NOTE: committee have issued a check sheet for Bogie inspection of LHB coaches during SS-I & SS-II, vide letter no. No: IRCAMTECH/M/GWL/Check-Sheet LHB Bogies Date-25 .02.2020

CBC

- Attend the Tight lock CBC as given in RDSO's CMI no. RDSO/2006/CG/CMI -01

Under Frame & Running Gear

- Examination of body bolster.
- Examination of Coach shell (exterior)
- Coach exterior painting condition.
- Inspect trough floor- for corrosion and damage
- Inspect water tank frame- for corrosion and damage
- Inspect air brake module frame- for corrosion and damage
- Inspect air brake pipe lines- for corrosion and damage
- Inspect water system pipe line- for corrosion and damage
- Inspect emergency battery box frame- for corrosion, fixation bolt
- Inspect head stock for corrosion, damage
- Inspect sole bar for corrosion, damage.
- Inspect Gusset plate for corrosion, damage
- Inspect cross member for corrosion, damage

Water Supply

- Water tank tightening bolts- for tightness
- Water level Indicator - damage, leakage, working
- Rubber hose connection -replace of all rubber hose connection
- Drain cock protection cover - damage, availability
- Water inlet cover - provided
- Water tank sensor & its bracket -damage, broken

Roof

- Roof sheet- inspect for corrosion, damage, cracks
- Ventilator- inspect for corrosion, damage, deficiency of louvers
- Roof leakage- conduct leakage test

Exterior- Coach Body

- Window glasses, cracked, moist, opaque
- Window glasses rubber profiles
- Entrance doors outside rubber gaskets

- Destination board cover with locking arrangement , function of lock
- Entrance hand rails (body handles)- for tightness, condition of plating, cleanliness
- Footsteps – for corrosion, damage, fixation, tightness
- Ventilation grills of generator cars – for corrosion, damage, deficiency

Entrance Door (Main Door)

- Entrance door glass for cracked, moist, opaque, fixing with frame.
- Locking mechanism including locking cam top & locking pin bottom, universal lock, pad lock arrangement for working condition, damage, worn out, lubrication
- Locking handles for working condition
- Hand safe gasket for damage, worn-out
- Barrel Bolt(locking arrangement) for well positioned
- Entrance door, flap complete, panel, FRP cover, arm cylinder -Remove door flap in SS-II and fill up the gap by extending floor .
- Door stopper (All types)- Condition, deficiency
- Door Assembly -Proper alignment & working.

Luggage Door

- Top & Bottom Sliding Mechanism including guide rail, rollers, bearings, holding brackets, for working condition, worn, damaged
- Locking mechanism, for working condition
- Key locking arrangement, for working condition
- Rubber gasket , for damaged, worn out
- Door Flap Elements viz. Inner & outer locking handle, louvers, etc., for bent, broken or external damage.

Interior- Passenger Area

- Upholstery-condition of cushioning, rexene, leveling.
- Curtains (partition & window)-torn, stains
- Upper berth fenders- fixation, tightness
- PVC - aisle area-worn out, shabby look, torn.
- Snack table- cracks, damaged, shabby look, cleanliness
- Compartment mirror - dusty, cracked, de-silvering
- Magazine pocket
- Bottle holder
- Coat hooks
- Berth holder
- Luggage racks, luggage ropes
- Carpet (I class) - torn, stains, cleaned, dust free (replace if required)
- Locks of ceiling panels - working condition, lubrication
- Emergency window - working condition, availability of handles & instruction stickers.
- ICV pull Box
- All mandatory instructions stickers - availability in good condition

Saloon Sliding Doors

- Nylon wire/Rubber rope -damaged, worn out
- S S wire rope- damaged, worn out
- Top mechanism including pneumatic cylinder - working condition, smooth

working

- Guide shaft - lubrication by suitable lubricant.
- Locking mechanism - working condition
- Key locking arrangement - working condition
- Hand safe gasket - damaged, worn out
- Glass, glass film & rubber profiles - cleanliness, dusty, cracked
- Grill & grill rubber profiles
- Door flap elements viz. inner & outer locking handle, locking pin, moldings, rivets etc. - bent, broken or external damage

Doorway & Gangway Area

- Mirror (outside) - dusty, cracked.
- Wash basin/ FRP embedding- stainless steel or FRP (painted)
- Tap (gravity or auto sensor) - for working condition, leakage
- Dust bin with fire extinguisher stand - stainless steel or FRP(painted)
- Floor area(anti slip PVC or aluminum chequered plate) - worn-out, shabby look, tear off .
- Cup boards for linen and catering items - working condition, broken, damaged, availability of all fittings i.e. hinges, locks, stoppers etc.
- Attendant berth/seat - damaged, torn, broken, condition & securing of holding brackets
- Square key locks of ceiling panels - working condition, lubrication
- Leveling of ceiling panels
- Moldings, vestibule door cover, soap dish, securing brackets of fire extinguishers

Electrical Panel door

- Door elements like glass, glass gasket, door frame moulding, side & middle hinges, key locking arrangements- damaged, alignment, working condition

Lavatory Area

- Mirror (inside) - cracked, poor silver plating
- Wash basin - stainless steel or FRP painted, clean
- Tap (gravity tap / luxury tap) - working condition, leakage
- Soap dispenser - working condition, leakage
- Paper roller - loose, deficient
- Hopper window glass - condition of rubber, glass, operation of upper glass, locking arrangement of upper glass
- Dust bin - stainless steel or FRP(painted)
- Tube light column & its fittings -crack, broken, damaged
- 30 litres water tank - crack, broken, damaged, leakage, clean as per procedure given in RCF Manual
- Pipes, fittings, filters, timers (after opening ceiling panel) - crack, broken, damaged, leakage, clean as per procedure given in RCF Manual
- Painting of FRP panels.(If required)

Lavatory Door (Toilet Door)

- Guide roller channel - fixation, tightness, lubrication
- Guide roller channel - lubrication by suitable lubricant.
- Pivot (top) for fixation, tightness
- Pivot (bottom) for fixation, tightness
- Top roller for fixation, tightness, and lubrication.

- Middle hinges gasket for damaged, worn out
- Hand safe gasket for damaged, worn out
- Bottom grill for damaged, bent
- Barrel bolt (locking arrangement) including arrangement for toilet occupation indication., for working condition
- Provision of extra handles (inside) & existing handles & turn-over latches - damaged, missing.
- Coat hook - damaged, missing
- Door flap elements for bent, broken or external damage

Vestibule Sliding Door & Gang Bridge

- Nylon belt/Rubber rope for damaged, worn out .
- Nylon/ steel wire rope for damaged, worn out
- Top mechanism including pneumatic cylinder for working condition, damage, defective
- Guide shaft - lubrication by suitable lubricant.
- Locking mechanism for working condition
- Key locking arrangement for working condition
- Male & Female hand safe gasket for damaged, worn out
- Glass & glass frame for cracked, opaque
- Door flap elements viz. inner & outer locking handle, locking pin, moldings, rivets etc. for bent, broken or external damage
- Gangway bridge (vestibule foot) plate including roller, channel, spring, fasteners for damaged, working mechanism / condition
- Vestibule foot plate pin for wear, damage
- Vestibule foot plate split pin for wear, damage.
- Vestibule Rubber for crack, damage.

10.6 Shop Schedule-II (36 Months)

In addition to the activities listed under Shop Schedule-I, the following activities shall be carried out in Shop Schedule-II.

Brake Equipment

- Perform overhauling and function test of the brake system components:
- Distributor valve
- Check valve
- Isolating cocks/angle cocks
- Filters, indicators, test fittings.
- Emergency brake valve & pull box
- Brake cylinders
- WSP equipment
- Replace brake gear pins and other bogie pins/bushes.
- Replace Air Brake Hoses

Bogie Frame and Bogie Bolster

- Check the dimensional and geometrical tolerances of bogie frame as per FIAT drg. No. 1267505. Rectify/replace as necessary.
- Primer and paint as per RDSO specification No M&C/PCN/123/2006 and MDTs-094 total DFT 265 microns (As per M&C/PCN/123/2006 - 125 micron. and as per MDTs - 094_ 140 micron.)

NOTE: After cleaning, scrapping and rust removal, check the depth of dent

| ITEMS OF WORK TO BE COVERED UNDER PERIODIC SCHEDULES OF DOORS | | | |
|--|---|-------------|--------------|
| VESTIBULE DOORS | | | |
| SN | ITEM | SS-I | SS-II |
| 1 | Check the automatic mechanism of door for smooth functioning. | C | M |
| 2 | Check all the elements of door mechanism for good condition and working like Shaft, pneumatic cylinder, LM bearings, elastic rope toothed belt, mountings and brackets | C | M |
| 3 | Dismantle the mechanism if not working smoothly and replace or repair the defective element. | C | C |
| 4 | Reassemble the mechanism and check for proper working. | C | C |
| 5 | Check the door flaps for bent, broken or externally damage and repair or replace the defective door flap. | C | C |
| 6 | Check the door flap element like inner & outer locking handle, locking pin, glass and glass frame, male & female hand safe gasket, moldings, mountings, rivets etc. for bent, broken or externally damage and repair or replace the defective element of door flap. | C | M |
| 7 | Check the guide rail for bent, corroded & damage. Repair or replace if required. | C | C |
| 8 | Check the Key locking arrangement for good condition and working. | C | C |
| 9 | Provide suitable lubricate on guide shaft for smooth working. | C | M |
| SLIDING DOORS | | | |
| 1 | Check the automatic mechanism of door for smooth functioning. | C | M |
| 2 | Check all the elements of door mechanism for good condition and working like Shaft, pneumatic cylinder, LM bearings, elastic rope, mountings and brackets | C | M |
| 3 | Dismantle the mechanism if not working smoothly and replace or repair the defective element. | C | C |
| 4 | Reassemble the mechanism and check for proper working. | C | C |
| 5 | Check the door for bent, broken or externally damage and repair or replace the defective door. | C | C |
| 6 | Check the door element like inner & outer handle, glass and glass rubber profile, hand safe gasket, moldings, mountings, rivets etc. for bent, broken or externally damage and repair or replace the defective element of door. | C | M |
| 7 | Check the ventilation grill for intact and good condition. | C | C |

| | | | |
|---|---|---|---|
| 8 | Check the Key locking arrangement and barrel bolt for good condition and working. | C | C |
| 9 | Provide suitable lubricate on guide shaft for smooth working. | C | M |

| SN | ITEM | SS-I | SS-II |
|----|---|------|-------|
| | TOILET DOORS | | |
| 1 | Check the door for bent, broken or externally damage and repair or replace the defective door. | C | C |
| 2 | Check the door element like inner & outer handle, hand safe gasket, middle hinge gasket, door frame moldings, upper & lower pivot, roller assembly, rivets etc. for bent, broken or externally damage and repair or replace the defective element of door. | C | M |
| 3 | Check the roller guide for bent, corroded, damage or loose fitted. Repair or replace if found defective and ensure for correct fitting and secured firmly. | C | C |
| 4 | Check carefully the door locking arrangement for smooth working and ensure upper connecting rod is working properly. If found defective disassemble the door , take out the lock assembly and repair or replace the defective element/ lock assembly. | C | M |
| 5 | Check the housing (FRP panel) of upper pivot for damage, broken or loose fitted. If found repair with good ideas and tighten the screws of upper pivot plate. | C | C |
| 6 | Check the all other fittings like Inside extra handle, coat hook and barrel bolt are in good condition and secured properly. | C | M |
| 7 | If the doors are provided with slide lock and turn over latch , check the condition of sliding rod for bent or damage and turn over latch for bent, broken or damage and replace the defective parts. | C | M |
| 8 | Provide suitable lubricate on roller guide for smooth working. | C | M |
| | ENTRANCE DOOR | | |
| 1 | Check the door for bent, broken, shifting of outer sheet or externally damage. If found repair or replace the defective door. | C | C |
| 2 | Check the door element like inner & outer handle, hand safe gasket, facing brick gasket, outer gasket, door frame moldings, upper & lower pivot, rivets etc. for bent, broken or externally damage, repair or replace the defective element of door. | C | C |
| 3 | Check carefully the door locking arrangement for smooth working and ensure upper & lower connecting rod is working properly. If found defective, disassemble the inner handle & cover of locking assembly and repair or replace the defective element/ lock assembly. | C | C |

| | | | |
|---|---|---|---|
| 4 | Check the all other fittings like lower lock mounting, upper lock stopper, Nylon door stopper and barrel bolt are in good condition and secured properly. | C | C |
|---|---|---|---|

| SN | ITEM | SS-I | SS-II |
|-------------|--|------|-------|
| 5 | If the doors are provided with flap, check the condition of arm cylinder, stopper, flap and door panel for bent, damage or broken, repair or replace the defective parts. Note: Remove door flap in 1 st POH and fill up the gap by extending floor. | C | M |
| 6 | If the window glass of door is found broken or cracked , change the glass as per procedure. | C | M |
| 7 | Repaint the doors from inside and out side. | C | C |
| | ELECTRICAL PANEL DOOR | | |
| 1 | Check the door for bent, broken, shifting or damage. If found repair or replace the defective door. | C | M |
| 2 | Check the door element like glass, glass gasket, door frame moldings, side & middle hinge, Key locking arrangement etc. for broken or damage. If found repair or replace the defective element of door. | C | C |
| | CDTS PANEL DOOR | | |
| 1 | Check the door for broken, shifting or damage. If found repair or replace the defective door. | C | M |
| 2 | Check the hinges and Key locking arrangement for corroded & damage and replace the defective one. | C | C |
| 3 | Check the lock holder for missing, loose fitted and provide or refitted the lock holder and remove the screws form the doors if provided | C | C |
| 4 | Repaint the doors from outside. | C | C |
| NOTE | M- MUST BE ATTENDED C- TO BE ATTENDED ON CONDITION BASIS | | |

INSPECTION CHECK SHEET FOR SS-I / SS-II OF LHB COACHES

| SN | WORK TO BE INSPECTED | CRITERIA TO BE CHECKED & ATTENDED | PERIODICITY | |
|----|--|--|-------------|-------|
| | | | SS-I | SS-II |
| 1 | EXTERIOR BODY | | | |
| | Condition of exterior paint | Peeling off, dullness, scratches | - | M |
| | Exterior Body | Corrosion, Damage | - | C |
| | Window glasses | Cracked, dusty | C | C |
| | Window glasses Rubber Profiles | Condition | C | M |
| | Entrance doors out side Rubber Gaskets | Condition | C | M |
| | Destination Board Cover with locking arrangement | Damaged, Function of Lock, cleaned | C | C |
| | Entrance Hand Rails (Body handles) | Tightness, Condition of plating, cleanliness | C | C |
| | Foot steps | Corrosion, Damage, Fixation, Tightness | C | C |
| | Examination of body bolster | Condition | C | C |
| | Examination of Coach shell (exterior) | Condition | C | C |
| | Coach exterior painting condition. | Condition | C | C |
| 2 | INTERIOR OF COACH | | | |
| | FRP Panels | Cracks, damaged, Condition of Paint, Shabby look (clean by soap water) | - | C |
| | | Apply putty & paint the FRP Panels | - | M |
| | Upholstery | Condition of cushioning, rexine, levelling | C | M |
| | Curtains (Partition & Window) | Torn, stains | C | M |
| | Upper Berth Fenders | Fixation, Tightness | C | C |
| | PVC - Inside the compartment | Worn out, shabby look, torn | - | C |
| | PVC - Aisle area | Worn out, shabby look, torn | C | M |
| | Snack Table | Cracks, damaged, Shabby look, Cleanliness | C | C |
| | Compartment mirror | Dusty, cracked, de-silvering | C | C |
| | Magazine Pocket | Condition | C | C |
| | Bottle Holder | Condition | C | C |
| | Coat Hooks | Condition | C | C |

| SN | WORK TO BE INSPECTED | CRITERIA TO BE CHECKED & ATTENDED | PERIODICITY | |
|----------|-------------------------------|--|-------------|-------|
| | | | SS-I | SS-II |
| | Ladder | Painting | - | M |
| | Carpet (I Class) | Torn, stains, cleaned, dust free (Replace if required) | - | C |
| 3 | SALOON SLIDING DOORS | | | |
| | Nylon Wire rope | Damaged, worn out | C | C |
| | S S Wire rope | Damaged, worn out | C | C |
| | Top Mechanism | Working condition, smooth working | C | C |
| | Locking mechanism | Working condition | C | C |
| | Glass & Rubber profiles | Cleanliness, dusty, cracked | C | C |
| | Grill & Grill rubber profiles | Condition | C | C |
| 4 | UNDER FRAME | | | |
| | Head Stock | Corrosion, Damage | - | C |
| | Sole Bar | Corrosion, Damage | - | C |
| | Guset Plate | Corrosion, Damage | - | C |
| | Cross Members | Corrosion, Damage | - | C |
| | Water Tank Frame | Corrosion, Damage, tight nut bolt | C | C |
| | Air brake Module frame | Corrosion, Damage, tight nut bolt | C | C |
| | Air brake pipe lines | Corrosion, Damage, clamp tightening | C | C |
| | Water system pipe line | Corrosion, Damage, clamp tightening | C | C |
| | Emergency Battery Box Frame | Corrosion, Fixation Bolt | C | C |
| 5 | WATER TANK | | | |
| | Pressure testing | At 4.5 Kg/cm ² / (9 POUND) | - | M |
| | Water tank tightening bolts | Tightness | - | M |
| | Water level Indicator | Damage, Leakage | - | C |
| | Rubber hose connection | Replace of all Rubber hose connection | - | M |
| | Drain Cock | Deficient, repair & refit | - | M |
| | Drain Cock Protection Cover | New provided | C | C |
| | Water inlet Cover | Provided | - | C |

| END Maintenance Manual | | | | |
|------------------------|--|--|-------------|-------|
| SN | WORK TO BE INSPECTED | CRITERIA TO BE CHECKED & ATTENDED | PERIODICITY | |
| | | | SS-I | SS-II |
| 6 | DOORWAY AREAS | | | |
| | Mirror (Outside) | Dusty, Cracked | C | M |
| | Wash basin | Stainless Steel or FRP (Painted) | C | C |
| | Tap (Gravity or Auto sensor) | Working condition, leakage | C | C |
| | Dust Bin with Fire extinguisher Stand | Stainless Steel or FRP(Painted) | C | C |
| | Floor area(Anti slip PVC or Aluminium chequered plate) | Worn out, shabby look, tear off | C | M |
| | CDTS Control Panel Cover | Repaired old FRP OR New sun mica Type. | - | C |
| | Switch Board Doors | Repaired old FRP OR New sun mica Type. | - | C |
| 7 | ENTRANCE DOOR | | | |
| | Entrance Door Glass | Dusty, Cracked | C | C |
| | Locking mechanism | Working condition | C | C |
| | Locking handles | Working condition | C | C |
| | Pivot (Top) | Working condition | - | C |
| | Pivot (Bottom) | Working condition | - | C |
| | Rubber Profile (End) | Well positioned | C | M |
| | Barrel Bolt(Locking arrangement) | Well positioned | C | C |
| 8 | LAVATORY | | | |
| | Mirror (Inside) | Dusty, Cracked, | C | C |
| | Wash basin | Stainless steel or FRP Painted, Clean | C | C |
| | Tap (Gravity tap / Luxury tap) | Working condition, Leakage | C | C |
| | Soap Dispenser | Working condition, Leakage | C | C |
| | Paper roller | Loose, deficient | C | C |
| | Hopper Window Glass | Condition of Rubber, Glass, Operation of Upper Glass, Locking arrangement of Upper Glass | C | C |

| SN | WORK TO BE INSPECTED | CRITERIA TO BE CHECKED & ATTENDED | PERIODICITY | |
|-----------|--|--|-------------|-------|
| | | | SS-I | SS-II |
| | Dust Bin | Stainless Steel or FRP(Painted) | C | C |
| | FRP Panels | Cracks, damaged, Condition of Paint, Shabby look (clean by soap water) | - | C |
| | | Apply putty & paint the FRP Panels | - | M |
| 9 | LAVATORY DOOR | | | |
| | Guide Roller Channel | Fixation, tightness | C | C |
| | Pivot (Top) | Fixation, tightness | C | C |
| | Pivot (Bottom) | Fixation, tightness | C | C |
| | Top Roller | Fixation, tightness | C | M |
| | Rubber Profile (Middle) | | C | M |
| | Rubber Profile (End) | | C | M |
| | Bottom Grill | | C | C |
| | Barrel Bolt (Locking arrangement) | | C | C |
| 10 | VESTIBULE SLIDING DOOR & Gangway Bridge | | | |
| | Nylon Belt | Damaged, worn out | C | M |
| | Nylon Wire rope | Damaged, worn out | C | C |
| | M S Wire rope | Damaged, worn out | C | C |
| | Top Mechanism | Working condition, smooth working | C | C |
| | Locking mechanism | Working condition | C | C |
| | Glass | Cleanliness, dusty, cracked | C | C |
| | Gangway bridge (Vestibule Foot) Plate | Damaged, working condition / mechanism | C | C |
| | Vestibule Foot Plate Pin | Wear, damage | C | M |
| Note | M - MUST BE ATTENDED | | | |
| | C - TO BE ATTENDED ON CONDITION BASIS | | | |

| Sr. No. | Particulars | Primary / Secondary examination | Schedule | | |
|-------------|---|---------------------------------------|--|--|---|
| | | | 'A' | 'B' | 'C' |
| | Frequency of Examination | Primary / Secondary Maintenance | 1 month \pm 3 days | 3 months \pm 7 days | 6 months \pm 15 days |
| | Maintenance to be done at: | On rake | On rake at nominated primary depot | On rake at nominated primary depot | Sick line at nominated primary depot |
| 14.0 | Lavatory and lavatory fittings | | | | |
| 14.1 | Check lavatory hinge door for proper function | | | | |
| 14.2 | Examine lavatory door latches/ tower bolts for proper function | | | | |
| 14.3 | Examine push cock, flush valve for proper functioning. | | | | |
| 14.4 | Check and attend leakage in pipes, fittings and shower roses in lavatory | | | | |
| 14.5 | Clean drain grills and drain holes in bath room and wash basin if found choked. | | | | |
| 14.6 | Check and replace damaged/ missing mirrors/shelves/ soap dishes | | | | |
| 14.7 | Examine squatting pans and foot rest for damages | | | | |
| 14.8 | Intensive cleaning of lavatory pans and commode with cleaning agent. | - | | | |
| 14.9 | Thorough flushing of water tanks | - | - | | |

| Sr. No. | Particulars | Primary / Secondary examination | Schedule | | |
|-------------|---|---------------------------------------|--|--|---|
| | | | ‘A’ | ‘B’ | ‘C’ |
| | Frequency of Examination | Primary / Secondary Maintenance | 1 month \pm 3 days | 3 months \pm 7 days | 6 months \pm 15 days |
| | Maintenance to be done at: | On rake | On rake at nominated primary depot | On rake at nominated primary depot | Sick line at nominated primary depot |
| 9.0 | Seats and berths | | | | |
| 9.1 | Examine middle and upper berth chains | | | | |
| 9.2 | Examine the holding/securing brackets for seats and berths and attend if necessary | | | | |
| 9.3 | Examine snack tables for damages and rectify if necessary | | | | |
| 9.4 | Examine and repair damaged upholstery cushions and curtains | | | | |
| 9.5 | Examine reclining mechanism on chair cars for proper functioning and attend if necessary | - | | | |
| 9.6a | Wooden seats and frames should be cleaned | | | | |
| 9.6b | Disinfect the seats and frames. | - | | | |
| 9.7 | Cushion should be cleaned with duster. Oil or head stain and dirty spots if any should be cleaned with mild soap solutions and wipe dry | | | | |
| 10.0 | Doors | | | | |
| 10.1 | Examine doors for proper functioning and securing with hinge pivots. Doors should not graze with floor or door sill plates | | | | |

| Sr. No. | Particulars | Primary / Secondary examination | Schedule | | |
|-------------|--|---------------------------------|------------------------------------|------------------------------------|--------------------------------------|
| | | | 'A' | 'B' | 'C' |
| | Frequency of Examination | Primary / Secondary Maintenance | 1 month \pm 3 days | 3 months \pm 7 days | 6 months \pm 15 days |
| | Maintenance to be done at: | On rake | On rake at nominated primary depot | On rake at nominated primary depot | Sick line at nominated primary depot |
| 10.2 | Examine door locks, latches firmly secured with correct sized screws and properly/smoothly engaging in their slot. The tongue of gravity type latch should be in proper alignment with its slot plate. | | | | |
| 10.3 | Visually examine window shutters for smooth working and proper locking | | | | |
| 10.4 | Examine visually rolling shutters/sliding doors of vestibule for smooth working | | | | |
| 10.5 | Examine compartment sliding doors in AC first and ordinary first class coaches for smooth function | | | | |
| 10.6 | Thorough inspection and repair sliding doors in SLR coaches for easy and smooth operation. | | | | |
| 11.0 | Windows | | | | |
| 11.1 | Examine window shutters of non AC coaches for smooth movement in railing to prevent rattling and disengaging of catches on run | | | | |
| 11.2 | Window frame on non AC coaches should not be broken and its glass, gauze wire and venetian louver should be in proper condition | | | | |

| Sr. No. | Particulars | Primary / Secondary examination | Schedule | | |
|-------------|--|---------------------------------|------------------------------------|------------------------------------|--------------------------------------|
| | | | 'A' | 'B' | 'C' |
| | Frequency of Examination | Primary / Secondary Maintenance | 1 month + 3 days | 3 months + 7 days | 6 months + 15 days |
| | Maintenance to be done at: | On rake | On rake at nominated primary depot | On rake at nominated primary depot | Sick line at nominated primary depot |
| 11.3 | Check window balancing mechanism on non AC coaches for proper function | | | | |
| 11.4 | Examine window safety catches for proper engagement in their slots | | | | |
| 11.5 | Check lavatory banjo shutters for damage/missing | | | | |
| 11.6 | Examine window frame and rubber profile of sealed windows in AC coaches for damages and attend if needed | | | | |
| 11.7 | Window bars should be provided and fixed in prescribed manner and replaced if damaged | | | | |
| 11.8 | Examine sealed windows of AC coaches, replace broken/damaged glasses | | | | |
| 11.9 | Check the availability of emergency exits in AC and Non AC coaches. Examine and attend if necessary. | | | | |
| 12.0 | Flooring | | | | |
| 12.1 | Inspect and attend torn/damaged/cracked PVC flooring | - | - | - | - |
| 12.2 | Examine and attend opened PVC joints | - | - | - | - |

| Sr. No. | Particulars | Primary / Secondary examination | Schedule | | |
|-------------|--|---------------------------------|------------------------------------|------------------------------------|--------------------------------------|
| | | | 'A' | 'B' | 'C' |
| | Frequency of Examination | Primary / Secondary Maintenance | 1 month + 3 days | 3 months + 7 days | 6 months + 15 days |
| | Maintenance to be done at: | On rake | On rake at nominated primary depot | On rake at nominated primary depot | Sick line at nominated primary depot |
| 12.3 | Examine Drain holes in trough floor for accumulation of water due to clogging if noticed, inspect affected area for corrosion. | - | - | - | |
| 13.0 | Interior fittings | | | | |
| 13.1 | Examine laminated panels and mouldings for damage /cracks. | | | | |
| 13.2 | Visually inspect passenger amenity fittings, replace if found damaged/deficient | | | | |
| 13.3 | Examine door closer in AC coaches for proper function | | | | |
| 13.4 | Examine tower bolts of back rests in sleeper coaches for proper working | | | | |
| 13.5 | Examine visually curtain clothes in AC coaches attend if necessary | | | | |
| 13.6 | Examine ventilation grills for damages | | | | |
| 13.7 | Examine luggage racks/bunks for breakage | | | | |