

Pre-Run Inspection Checklist

Track & Rolling Stock — Complete before every running day

Purpose: This checklist must be completed by a competent inspector before any public running session. It provides a systematic check of track condition, civil infrastructure, and rolling stock fitness for service. Any item marked FAIL must be addressed and signed off before the locomotive departs the shed.

Session Details

Date:		Weather Conditions:	
Inspector Name:		Inspector Role:	
Locomotive:	Southern 762 / Other: _____	Planned No. of Runs:	

Section 1 — Track Inspection

1.1 General Track Condition

Walk the full length of track before any movement of rolling stock.

No.	Inspection Item	✓ Pass	✗ Fail	N/A	Notes / Action Required
1.1.1	Entire track circuit walked and visually inspected				
1.1.2	Track is clear of debris, vegetation, tools, and foreign objects				
1.1.3	No obvious track deformation, dips, humps, or misalignment visible				
1.1.4	Rail joints are secure — no loose fishplates, missing bolts, or wide gaps				
1.1.5	Rail chairs/sleeper fixings are secure — no rocking or lifted sleepers				
1.1.6	Sleepers are sound — no cracked, rotted, or missing sleepers				
1.1.7	Ballast is adequate — no significant voids under sleepers or erosion				
1.1.8	Track gauge is within acceptable limits (7¼" nominal) at key locations				
1.1.9	Rail surface is free from excessive corrosion, cracks, or damage				

1.2 Curves & Gradients

No.	Inspection Item	✓ Pass	X Fail	N/A	Notes / Action Required
1.2.1	All curves appear smooth — no kinks or sudden changes in alignment				
1.2.2	Superelevation (cant) on curves appears consistent and undisturbed				
1.2.3	Gradient transitions (summits and sags) are smooth with no sharp breaks				

1.3 Level Crossings

No.	Inspection Item	✓ Pass	X Fail	N/A	Notes / Action Required
1.3.1	All level crossing surfaces are flush with rail head — no trip hazards				
1.3.2	Crossing boards/panels are secure and undamaged				
1.3.3	Crossing signage is in place and clearly legible				
1.3.4	Sight lines at each crossing are clear for both train crew and pedestrians				

1.4 Pointwork & Sidings

Complete for each set of points on the circuit.

No.	Inspection Item	✓ Pass	X Fail	N/A	Notes / Action Required
1.4.1	Point blades move freely and seat correctly against the stock rail in both positions				
1.4.2	No debris trapped in point blades or crossing V				
1.4.3	Point locking/detection mechanism is functional — points cannot move under load				
1.4.4	Point lever or actuator is secure and correctly labelled				
1.4.5	Siding entry/exit alignment is correct for intended use				

1.5 Structures, Bridges & Culverts

Applicable to any bridge, culvert, or undertrack drainage structure on the circuit.

No.	Inspection Item	✓ Pass	X Fail	N/A	Notes / Action Required
1.5.1	Any bridge/culvert structure appears sound — no visible cracking or movement				
1.5.2	Drainage under and around track is clear — no standing water at risk points				
1.5.3	Embankment sides are stable — no signs of slippage, erosion, or undermining				

No.	Inspection Item	✓ Pass	✗ Fail	N/A	Notes / Action Required
1.5.4	Fencing / lineside boundaries adjacent to the running line are intact				

Section 2 — Rolling Stock Inspection

2.1 Locomotives

Checks to be completed after steam-up, before departure from the shed road.

No.	Inspection Item	✓ Pass	✗ Fail	N/A	Notes / Action Required
2.1.1	Boiler certificate is current and displayed / on file				
2.1.2	Boiler is raised to correct working pressure and pressure gauge reading verified				
2.1.3	Safety valves lift at correct pressure and reseat cleanly				
2.1.4	Water level in gauge glass is correct (not obscured, cocks open, glass clear)				
2.1.5	All drain cocks, blowdown valves and injectors are operational				
2.1.6	Injectors/feed pump tested — water feeds freely to boiler				
2.1.7	Steam pressure gauge glass is intact and reading is stable				
2.1.8	Cab fittings (regulator, reverser, brake) move freely and respond correctly				
2.1.9	Smoke box door is sealed and fastened securely				
2.1.10	Ashpan/firebox — no ash or char build-up obstructing airflow dangerously				
2.1.11	Lubrication — all motion and axle-box oiling points topped up				
2.1.12	Motion (rods, valve gear, coupling rods) — no loose nuts, split pins intact				
2.1.13	Wheels — all wheels seated correctly on rail with no flat spots or tread damage				
2.1.14	Brakes tested — loco brake applied and released satisfactorily				
2.1.15	Whistle is operational				
2.1.16	Fire-fighting equipment is accessible in cab (bucket of sand or extinguisher)				
2.1.17	Driver is certificated and name recorded in Competent Drivers Register				
2.1.18	Footplate is clear of loose items — no trip or fire hazard				

2.2 Passenger Coaches / Wagons*Complete for all vehicles to be used in service.*

No.	Inspection Item	✓ Pass	X Fail	N/A	Notes / Action Required
2.2.1	Coach frames and body panels are intact — no cracks, splits, or loose fittings				
2.2.2	All seats are secure and undamaged — no sharp edges exposed				
2.2.3	Coach floors are clear — no loose items or slip hazards				
2.2.4	Wheel flanges and tyres inspected — no cracking, flat spots, or extreme wear				
2.2.5	Axle-boxes lubricated and running free — no binding or overheating				
2.2.6	Couplings — all couplings between vehicles secure and correctly pinned/clipped				
2.2.7	Buffers/headstocks are intact and correctly aligned				
2.2.8	Passenger seating capacity noted and communicated to crew				
2.2.9	Any coach with defect isolated and not used in service				

2.3 Infrastructure — Station & Passenger Areas

No.	Inspection Item	✓ Pass	X Fail	N/A	Notes / Action Required
2.3.1	Platform surface is clear and free from trip hazards				
2.3.2	Platform edge markings / safety notices are visible				
2.3.3	Passenger safety barriers or ropes in position where required				
2.3.4	Boarding/alighting procedure briefing board in place (or crew briefed)				
2.3.5	First aid kit is accessible at operating base				
2.3.6	Emergency stop locations are known to all operating crew				
2.3.7	Incident reporting forms available at operating base				
2.3.8	Visitor / spectator exclusion zone from live steam area is established				

Section 3 — Defects Summary & Inspector Sign-Off**3.1 Defects / Failed Items***List all items marked FAIL. Record action taken before clearance is given.*

Item Ref.	Defect Description	Action Taken	Cleared By / Time

☐ No defects found — track and rolling stock declared fit for service

3.2 Inspector Declaration

I confirm that I have carried out the pre-run inspection in accordance with this checklist, that all items have been checked, and that any failures identified have been recorded above. I am satisfied that the railway is safe to operate (subject to any restrictions noted).

Inspector Name:		Inspector Role:	
Signature:		Time Completed:	
Countersigned (Operator):		Date:	

Operating Restrictions (if any):

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