

**CENTRAL UNION DEPOT
AND RAILWAY CO.**

Cincinnati, Ohio.

**RULES AND REGULATIONS
GOVERNING THE HANDLING
OF TRAINS AND ENGINES.**

**A strict observance of these
rules and regulations is essential
for safe and efficient operation.**

H. S. JOHNSON, Superintendent.

RULES AND REGULATIONS

1. (a) East-end Double Track at Rose Street; west-end at B. & O. Junction. No engine or train will pass either end of the double track unless signalled by the Switchtender.

(b) Current of traffic is indicated by trains or engines keeping to the *right* when entering either end of the double track.

(c) Movements against the current of traffic will be protected by Switchtenders.

2. (a) Switchtenders are stationed at Rose Street, Park Street, Mill Street, Wood Street, Third Street, Carr Street, and B. & O. Junction.

(b) Switchtenders are located continuously at the places designated, excepting from 11:45 p. m. to 6:45 a. m. at Park Street.

(c) Switchtenders stationed at these points will be designated by day by a white paddle; by night by a green light.

(d) Signals must not be accepted unless given by a Switchtender thus designated.

3. (a) No engine or train, going in either direction, will pass any of these points without receiving the proper signal from the Switchtender.

(b) The signal of a Switchtender gives an engine or train the right only to proceed by his switches, and in no way gives the right to encroach upon or proceed by the switches of the next Switchtender.

(c) A signal imperfectly given, or the absence of a signal where a signal is usually given, must be regarded as a stop signal.

(d) Absence or negligence in giving signals must be promptly reported to the Superintendent.

4. All trains must come to a *full stop* before entering the Joint Track at B. & O. Junction.

5. C. & O. and L. & N. switch engines have right to use the main tracks between Wood Street and B. & O. Junction, in accordance with the rules.

6. C. & O. and L. & N. engines and trains must come to a full stop before entering the Joint Track at Rose Street, and will not proceed without a signal from the Switchtender. C. & O. and L. & N. switch engines must come to a full stop before entering the Joint Track at Wood Street, and will not proceed without a signal from the Switchtender.

7. Engines and trains must run prepared to stop short of any obstruction between the depot and B. & O. Junction.

8. No engine or train will be permitted to enter the pony track off of the Pan Handle hill, nor out of the B. & O. yard at Mill Street, nor out of C. C. C. & St. L. track No. 3 without permission from the Switchtender and ample protection against engines or trains occupying or working on the pony track.

9. No engine or train will be allowed to stand upon the main track at any point without being fully protected.

10. All engines must have their headlights burning, and a red light must be ex-

hibited on the rear of all trains after sun-down and during fog.

11. Enginemen will not permit electric headlights to burn while their engines are standing in the depot.

12. Enginemen must in no case move their engines while in or about the depot without first ringing the bell, and must keep it ringing continuously while in motion.

13. Enginemen must, under no circumstances, back to or from the depot without a train brakeman or pilot on the rear end.

14. Enginemen must not allow their engines to pop off while standing in the depot; nor open cylinder cocks when starting.

15. Enginemen must avoid the use of fresh coal in their engines while in the depot, and must not allow their Firemen to use any fresh coal or stir their fires until the engine has passed Smith-street Bridge.

16. Enginemen must avoid opening the cylinder cocks of their engines while going through the ditch during foggy weather.

17. Conductors, enginemen, brakemen, or pilots will be held responsible for injury or damage they may cause to persons or property in the depot.

18. Large quantities of sand are frequently wasted while engines are standing in the depot. Enginemen must avoid this.

19. No car or train will be allowed to stand in the depot, without an engine attached, unless a sufficient number of hand brakes are set to prevent the car or train from running out.

20. Trainmen, Switchmen, or Pilots will not be permitted to back a car or train in or out of the depot, or in either direction on the main track, without a back-up hose attached and the air-cut in so that the brakes may be applied by air in stopping

or complying with the signals of Switch-tenders or in case of emergency.

21. A Brakeman or Flagman must be on the rear end of all trains, going in either direction, between the Depot and B. & O. Junction, and amply protect the rear of his train if it should stop for any cause.

22. Every person employed about the depot is charged with seeing that trucks and other property are not left where they will be an obstruction to trains or engines moving in or out.

23. Trainmen must be at their train when it is ready to receive passengers; must examine tickets, and see that no passenger is permitted to enter train for station at which train does not stop; and must discourage persons getting on trains with passengers holding tickets.

24. Gatemen must not allow passengers to pass through the gates to trains which do not stop at station for which ticket is held. They must avoid, as far as possible, allowing persons through the gates with passengers holding tickets. When they do so, however, they must be particular in notifying such persons that they must not get on the train with passenger holding ticket.

25. All depot employees must be uniformed, and are expected to be neat and clean in appearance; attentive, polite, and accommodating to patrons.

26. Employees of all lines, while performing services in and about the depot for their respective lines are required to be uniformed.

27. Smoking by uniformed employees of this company or uniformed employees of tenant lines is forbidden. Visiting saloons or the use of intoxicating liquors by em-

ployees while on duty is forbidden. Spitting on the floors or platforms is prohibited.

28. All employees are expected to protect the property of this company, and report promptly to their superior officer any irregularity in the conduct of any other employee.

29. Recklessness or a disregard for safety will in no case be overlooked.

30. (a) In order to avoid disturbing occupants of sleeping cars between 9 p. m. and 6 a. m. enginemen will see that the engine bell is not rung except when in motion and not more than five seconds before starting, that cylinder cocks are not opened until the engine is beyond Smith street bridge, that the whistle is not used except to avoid accident, that engines are not permitted to pop off, that engines are not worked any harder than absolutely necessary, that the speed of air pumps is regulated to avoid the noise of the exhaust.

(b) Trainmen and yardmen will handle or couple to sleepers, or while moving cars in the depot, with the least possible noise and without bumping or jerking.

(c) Policemen will not permit loud talking, the dropping of truck handles, or the noisy handling of baggage by any person engaged about the depot.

31. When a train has started, trainmen must not, under any circumstances, attempt to stop the train to permit or encourage any passenger or person to get aboard. On the contrary, they must take action to prevent such persons or passengers from trying to get aboard moving trains—not using force, but by warning, advising and telling them to keep off.

SIGNALS.

32. The hand moved in any one of the directions given below will indicate the same signal as given by lamp.

- a. The arm raised above the head is a signal to proceed.
- b. A lamp raised and lowered vertically is a signal to proceed.
- c. A lamp swung across the track is a signal to stop.
- d. A lamp raised from the side and held at arm's length, with arm at right angles to the body, is a slow signal.
- e. A lamp swung vertically in a circle across the track, when the train is *standing*, is a signal to move back.
- f. A lamp swung vertically in a circle at arm's length across the track, when the train is *running*, is a signal that the train has parted.

33. (a) A dwarf signal has been placed on the right-hand side of the west-bound track, about 300 feet east of the switch leading up the C. & O. approach near Wood Street. The position of the signal will be observed as follows: Blade in *diagonal* position, or shows *yellow* light, indicates that switch is set for the west-bound track, and trains or engines may proceed in accordance with Rule 2. Blade in *horizontal* position, or shows *red* light, indicates that switch is set for C. & O. approach track, and trains or engines must stop. When signal is cleared, they may proceed in accordance with Rule 2 referred to above.

(b) A dwarf signal has been placed on the right hand side of the west-bound track about 50 feet east of Freeman-street Bridge and is connected with the crossover switch at Carr Street.

The position of the signal will be observed as follows:

Blade in *diagonal* position, or shows *yellow* light, indicates that switch is set for the west-bound track and trains or engines may proceed in accordance with Rule 2, referred to above.

Blade in *horizontal* position or shows *red* light indicates switch is set for crossover and trains or engines must stop and proceed under caution prepared to stop east of the clearance point of the crossover, until signaled by the Switchtender located at that station.

34. Two short and one long blast of the whistle will indicate that the approaching train or engine desires a change of route at the location of the Switchtender for whom the signal is given.

TRAINS BACKING OUT.

35. (a) Brakemen or backup men, must be at the rear end of their train from the time of arrival until the train backs out.

(b) When a train is unloaded and ready to back out, C. U. D. platform foreman will so indicate by signal to the man at the rear end, who will keep himself in position to observe such a signal. As soon as the man at the rear end gets the signal, he will indicate to the Switchtender by the whistle signal on the backup hose that the train is ready to back out. When the Switchtender gives the proper signal, the man at the rear end will set the brakes on the train thus indicating to the engineer that the train is about ready to back out. The engineer will not move however, until he receives a whistle signal and also a hand or lamp signal from the man at the rear end.

H. S. JOHNSON,
Superintendent.

