

*Los Angeles Junction
Railway Company*



**RULES
OPERATING DEPARTMENT**

1950

No.....

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LOS ANGELES JUNCTION RAILWAY
RULES
OPERATING DEPARTMENT

The rules herein set forth govern the Los Angeles Junction Railway and take effect *January 1, 1950*, superseding all previous rules and instructions inconsistent therewith.

Special instructions may be issued by proper authority.

W. E. KNIGHT,
General Superintendent

Approved:

C. J. LUMPP,
Vice-President & General Manager

GENERAL NOTICE

- (a) Safety is of the first importance in the discharge of duty.
- (b) Obedience to the rules is essential to safety.
- (c) To enter or remain in the service is an assurance of willingness to obey the rules.
- (d) The service demands the faithful, intelligent and courteous discharge of duty.
- (e) To obtain promotion, ability must be shown for greater responsibility.

GENERAL RULES

A. Employes whose duties are prescribed by these rules must provide themselves with a copy.

B. Employes must be conversant with and obey the rules and special instructions. If in doubt as to their meaning they must apply to proper authority for an explanation.

C. Employes must pass the required examinations.

D. Persons employed in any service are subject to the rules and special instructions.

E. Employes must render every assistance in their power in carrying out the rules and special instructions and must promptly report to the proper official any violation thereof.

F. Accidents, defects in track, bridges, signals or any unusual conditions must be promptly reported to the proper authority. Written report of derailment must be made by engine foreman and if engine derailed written report must also be made by engineer upon completion of shift.

G. The use of intoxicants or narcotics by employes available for duty, or their possession or use while on duty, is prohibited.

H. To avoid annoyance and to maintain the good will of the public, employes must be courteous, orderly and quiet.

I. In case of danger to the Company's property employes must unite to protect it, and must take every precaution to guard against loss and damage from any cause.

J. Employes must exercise care to avoid injury to themselves or others by observing the condition of equipment and the tools which they use in performing their duties and when found defective will, if practicable, put them in safe condition, reporting defects to the proper authority.

They must expect the movement of engines or cars at any time, on any track, in either direction.

K. Smoking, dropping burning tobacco or lighted matches, or leaving cars with hot journals in the vicinity of an industry or at other locations where fire may result is prohibited.

L. Employes must not transport material, not a part of the regular equipment, on engines.

DEFINITIONS

ENGINE — A unit propelled by any form of energy, or a combination of such units operated from a single control point, and used in yard service.

FIXED SIGNAL — A signal of fixed location indicating a condition affecting the movement of an engine.

Note: — The definition of a "Fixed Signal" covers such signals as switch, stop signs, interlocking semaphore, or other means for displaying indications that affect the movement of a car or engine.

YARD — A system of tracks within defined limits provided for the making up of trains, storing of cars and other purposes, over which movements may be made subject to prescribed signals and rules or special instructions.

YARD ENGINE — An engine assigned to yard service and working within defined limits.

SIGNALS

1. Employes whose duties may require them to give signals must provide themselves with the proper appliances, keep them in good order and ready for immediate use.

2. Day signals must be displayed from sunrise to sunset, but when day signals cannot be plainly seen, night signals must be used in addition.

Night signals must be displayed from sunset to sunrise.

3. HAND AND LAMP SIGNALS

Note: — The hand moved the same as a lamp, as illustrated in the following diagrams, gives the same indication.

3-A



STOP

Swung across the track.

3-B



REDUCE SPEED

Slight horizontal movement at arm's length at right angles to the track.

(8)

3-C



PROCEED

Raised and lowered vertically.

3-D



BACK

Swung vertically in a circle at arm's length.

(9)

3-E



APPLY BRAKES

Swung horizontally above the head,
when standing.

3-F



RELEASE AIR BRAKES

Held at arm's length above the head,
when standing.

3-G

Any Object Waved Violently By Anyone On Or
Near The Track Is A Signal To Stop.

4. ENGINE WHISTLE SIGNALS

Note:—The signals prescribed are illustrated by
“o” for short sounds; “—” for longer
sounds.

The sound of the whistle should be dis-
tinct, with intensity and duration propor-
tionate to the distance signal is to be con-
veyed.

SOUND	INDICATION
(a) o	Apply brakes. Stop.
(b) —	Release brakes. Proceed.
(c) o o	Answer to any signal not otherwise provided for.
(d) o o o	When Standing — Back.
(e) o o o o	Call for Signals.
(f) — — o —	Approaching public cross- ings, at grade, at curves and other obscure places; to be prolonged until crossing is reached.
(g) o —	Inspect train line for leak or for brakes sticking.
(h) Succession of short sounds	Alarm for persons or live- stock on the track.

YARD SIGNALS

5. Yard engines will display the headlight to the front and rear by night. When not provided with a headlight at the rear, a white light must be displayed.

The headlight may be dimmed or extinguished on the end coupled to cars.

6. A blue signal, displayed at one or both ends of an engine or cut of cars indicates that workmen are under or about it, when thus protected it must not be coupled to or moved. When blue signal is displayed, the workman is alone authorized to remove it. Other equipment must not be placed on the same track so as to intercept the view of the blue signals, without first notifying the workman.

When emergency repair work is to be done under or about cars in a switch cut and blue signal is not available the engineer and fireman will be notified and protection must be given those engaged in making repairs.

Engineer, fireman and other members of the crew must be notified when safety so demands.

USE OF SIGNALS

7. The engine bell must be rung when an engine is about to move and while approaching and passing public crossings at grade, within industries, and as otherwise prescribed by rule, or by law.

8. The whistle must be sounded at all places where required by rule or law, or to prevent accidents.

9. The unnecessary use of either the whistle or the bell is prohibited.

10. Fusees will be used in any manner which any particular emergency may demand.

Fusees must not be placed nor thrown where fire from same may endanger rolling stock, buildings, bridges, tunnels, or other property.

MOVEMENT OF ENGINES

11. Engine, yard and other employes whose duties so require, must familiarize themselves with current bulletins and special instructions when going on duty.

12. All tracks of the Los Angeles Junction Railway are within yard limits.

Within yard limits engines may use any track not protecting against other engines.

All movements within yard limits must be made prepared to stop short of engine, obstruction or switch not properly lined; the responsibility for accident rests with the crew of the approaching engine.

13. Engines must approach railroad crossings at grade prepared to stop, unless the switches are properly lined, signals indicate proceed and track is clear.

Where required by law, engines must stop.

14. At railroad crossings at grade engines must stop within a distance of not less than 200 feet and not more than 800 feet before crossing any railroad at grade. Before starting to cross Signal 4(f) shall be sounded.

Where view in each direction on the other track is not clear for at least 800 feet, one of the crew must precede the engine and give signal from the crossing if safe to proceed.

15. Cars and engines must be fully protected against any known condition which interferes with their safety.

16. When a switch cut is parted, disabled or stopped suddenly by an emergency application of the air brakes or other cause, adjacent tracks as well as tracks of other railroads that are liable to be obstructed must at once be protected until it is ascertained they are safe and clear for the movement.

17. When cars are pushed by an engine, except when switching, a yardman must take a conspicuous position on the leading car and at night must display a white light.

Cars must not be pushed over a street, highway or railroad crossing at grade unless a member of the crew is on the leading car or on the ground ahead to see that the crossing is clear; cars shall be pushed over such crossing only on his signal, unless the movement is controlled by a tail hose or rear end valve at the forward end of the leading car.

Cars must not be kicked or dropped into an industry track or over street or highway crossing.

18. Employes using switches must observe whether switch points fit properly after switch is lined.

19. Switches equipped with switch locks must be left locked. If a switch lock is missing or defective, it must be promptly reported.

20. Rigid switches must not be run through. If a rigid switch is run through, it is thereafter unsafe and must be protected. If an engine or a car is run partially through a switch, the entire movement must be continued. Switches damaged in this

way must be spiked unless the section foreman takes charge.

21. Unless otherwise provided, derails must be set to derail and locked in that position, except when lined to permit movements.

22. Both the engine foreman and the engineer are responsible for the safety of yard movements and the observance of the rules, and, under conditions not provided for by the rules, must take every precaution for protection. This does not relieve other employes of their responsibility under the rules.

23. In case of doubt or uncertainty, the safe course must be taken.

INTERLOCKINGS AND HIGHWAY OR STREET CROSSING SIGNALS

24. At manually operated interlockings, dwarf signals without approach signals thereto indicate "Stop" when arm horizontal or red light displayed and "Proceed" when arm vertical or green light displayed. Engines may run to but not beyond a signal indicating "Stop". Employes will be governed by instructions posted in Signal Case at railroad crossings protected by manual interlockings.

25. Employes must be on look-out for any street or highway crossing signal not working properly and engine foreman must make prompt report of such signal to the Superintendent.

When a signal at any thoroughfare is observed not working properly, engine must come to a stop and member of the crew protect traffic remaining there while crossing is blocked.

ADDITIONAL GENERAL RULES

101. As a condition precedent to entering the service, all persons, except laborers, applying for employment, must sign application on proper form, properly filled out, and pass examinations of prescribed form when required.

102. The general manager will issue rules governing physical examinations.

103. All applicants for employment or employes to be re-examined must furnish the examiner with an order for examination or re-examination, properly filled out, signed by the applicant or employe and by the proper officer.

104. Physical examinations must be made by physicians designated by the general manager.

105. Re-examination may be ordered at any time by proper authority.

106. An employe promoted must pass the examinations required for the new position; also submit application on proper form, if not on file.

107. Employes who have been off duty by reason of accident or disease, or whose sight, color sense, hearing or health may have become affected, must pass a satisfactory examination before resuming duty.

108. Employes whose vision requires the use of glasses, and whose duties necessitate the observance of signal indications, must wear them while on duty and must have an extra pair with them. Employes must be examined with each pair of glasses.

109. Minors must not be employed in any department unless the written consent of their parents or guardians has been received on Minor's Release,

witnessed by some responsible person known to the head of the department in which the minor is to be employed, properly certified before a notary public.

110. Employes must obey instructions from the proper authority in matters pertaining to their respective branches of the service. They must not absent themselves from duty, exchange duties or substitute other persons in their places without proper authority.

They must report for duty as required and those subject to call for duty will be at their usual calling place, or leave information as to where they may be located.

111. Employes must not be careless of the safety of themselves or others, indifferent to duty, insubordinate, dishonest, immoral, quarrelsome or vicious. They must conduct themselves in a manner that will not bring discredit on their fellow employes or subject the railroad to criticism and loss of good will.

112. Courteous deportment is required of all employes in their dealings with the public, their subordinates and each other.

Employes must not enter into altercations, play practical jokes, scuffle or wrestle on company property. Employes must devote themselves exclusively to their duties during their tour of duty.

113. Throwing of tools or articles from engines or cars is dangerous and is prohibited, except as required by the rules.

114. If an employe should be disabled by sickness or other cause, the right to claim wages will not be recognized. An allowance, if made, will be a gratuity justified by the circumstances of the case and the employe's previous conduct.

115. In the absence of special contract, the employment of any employe may be terminated at any time without advance notice, the Company being liable for only such time as the employe may have served, without regard to the end of the year, month or week.

116. Employes must not give power of attorney or assignment covering their wages, nor accept an assignment or power of attorney from other employes for the collection of their wages.

They must not authorize deductions from their wages without approval of the Company; refuse to pay their just debts, or subject their wages to garnishment.

117. The Company's radio and telephone facilities must not be used for the transmission of personal messages of employes.

118. The affairs of the Company must not be divulged, nor access to the Company's records permitted, without proper authority.

119. Employes whose duties are connected with the movement of engines must not, while on duty, read magazines, newspapers or other literature not concerning their work.

120. Employes must not engage in outside employment or business without permission of the proper officer.

121. Employes must keep the premises subject to their control neat and clean.

The Company's buildings, premises, facilities and equipment must not be marred or defaced, and there shall be posted thereon, or therein, only such information as is authorized by the proper officers. Where bulletin boards are supplied, all such auth-

orized information shall be posted thereon and not on the walls or other portions of buildings.

122. There are overhead and side obstructions, also high voltage wires on or near the right of way which may be dangerous.

Employes must inform themselves as to location of such obstructions and wires, and use due care to avoid injury therefrom.

A list of obstructions that are considered especially dangerous will be shown on bulletin board.

123. No officer or employe of this Company is authorized to request or require an employe to use defective tracks, cars, machinery, tools or appliances of any kind.

The Company does not require its employes to incur risks, and directs them to exercise proper care and judgment to protect themselves.

124. Employes must stay a safe distance from the track while engines or switch cuts are passing, to avoid injury from protruding objects or articles thrown or falling from engines or cars.

Employes are warned they must not rely on others to notify them of approaching engines or cars.

125. Employes whose duties require them to conform with instructions issued by various departments, must familiarize themselves therewith and be governed thereby.

They must render promptly all reports required by the several departments, observing instructions shown on forms.

126. It is expected that yard operations will be carried out as promptly as possible consistent with safety and observance of the rules.

Negligence and unnecessary delays must be avoided.

127. Employees whose legal hours of service are restricted by law must take action through the proper officer to avoid excess periods of service.

128. Employees must exercise care and economy in the use of railroad property, and when leaving the service, or upon demand by proper authority, must return property entrusted to their care.

129. Employees report to and receive their instructions from the Superintendent and obey instructions of yardmasters.

130. Engine foreman is responsible for the strict performance of duty of all members of his crew. The engine foreman and engineer must require the safe management of their engines and report to the Superintendent any misconduct, insubordination or neglect on the part of others whose duties require their co-operation.

131. At starting points employees must report for duty and be prepared to depart in accordance with instructions. Engine foreman must personally call at Yardmaster's office for instructions when going on duty.

132. When practicable, a yardman must be stationed on rear car when a movement is in motion.

133. Cars or cut of cars should not block a public crossing to exceed five minutes. When opening a crossing for traffic, the entire width should be cleared if possible. When closing a crossing, a member of the crew must warn traffic to prevent accident on track being used or tracks adjacent thereto.

Cars should be left at least one hundred feet from a crossing when conditions will permit, to

avoid restricting the view of the public to approaching cars or cuts of cars.

Employees will warn highway traffic in event there is danger from any approaching movement on any track, so far as their duties will permit.

134. The attention of engineer must be called to any rough handling of equipment at the first opportunity. Prompt report must be made to the Superintendent.

135. Engine foreman must record on work report the date and details of any important occurrences.

136. Cars set out or switched must be left with sufficient hand brakes set, after the air is released from auxiliary reservoir, to prevent moving.

Cars must not be retarded by use of chocks on high rail of curve or on switch points or frogs.

137. It is dangerous to expose the feet, hands, arms or person of those engaged in coupling cars. Employees will be expected to use the utmost care in coupling or uncoupling cars or engines, to guard against personal injury.

138. When obedience to signals on part of engineer is essential to the safety of an employe in the performance of his duty he must know that the signals have been seen, understood and obeyed, before placing himself in a dangerous position.

When a movement for which signal has been given is incomplete, or not clearly understood, or the person giving the signal, or the light with which signal is given, disappears from view, engineer must stop immediately and sound signal 4(e).

139. Employees must not step upon or alight from either footboard of a moving engine, from or to a position between the rails.

They must not get on or off an engine or car moving at an excessive rate of speed.

The presence of more than two men on the leading footboard of an engine, one on each side of the coupler, is prohibited.

Except in switching, employes must not ride between engine and cars, and must never do so while couplings are being made between engine and cars.

Employes must face the equipment when descending ladders on cars or steps on engines.

Employes must not ride front footboard of an engine while passing over street, highway or other crossings.

140. Engine foremen will instruct their helpers as to their duties and caution them as to the dangers of their employment. They must also instruct them where to station themselves while switch cut is in motion.

Yardmen must inspect their switch cuts frequently while in motion, for defects.

They must observe other switch cuts being met or passed and call attention to anything that might endanger the movement, giving stop signals if necessary.

141. Yardmen must take proper measures to thoroughly protect themselves when working under or between cars.

142. During heavy fog, snow, dust storms or other conditions which impair vision and when signal aspects are not readily discernible, it shall be the duty of engineers, and engine foremen to regulate the speed of their engine sufficiently to insure safety, and under these conditions whistle must be frequently sounded. Extra precautions for proper protection must be taken.

143. In switching cars the following must be observed:

(a) Warn persons in, on or about cars before coupling to or moving them to avoid personal injury or damage to equipment or lading.

(b) Where engines may be working at both ends of a track, or tracks, movements must be made carefully and an understanding had to avoid injuries or damage.

(c) Cars must not be shoved without first taking proper safeguards to avoid accident. Slack must be stretched to test couplings.

(d) Cars must not be permitted to couple at a speed in excess of four miles per hour.

(e) Cars containing livestock must not be kicked or dropped, when avoidable. When dropping cars engine must be kept on straight track, when possible.

(f) Warning and commodity cards must be observed and their instructions complied with.

144. Employes must control or stop their switch cut by hand brakes when necessary but brakes should not be set so tight as to slide wheels.

145. It must be known that engines or cars standing on siding or other tracks are clear of other tracks and that nothing protrudes therefrom.

Inspect cars picked up and know that they are in condition to be handled.

146. Unauthorized persons must not be permitted to be on or about cars or switch cuts.

147. Employes must exercise watchfulness to prevent cars from being broken open and the contents thereof stolen or damaged.

The doors of empty refrigerator cars will be

closed and fastened while being moved to prevent damage or personal injury.

148. Yardmen will be on top of their switch cut when safety requires.

ENGINEERS AND FIREMEN

149. They shall in all matters report to the Superintendent or other Supervisors. Engineers shall run their engines with due regard to economy in fuel and use of supplies, direct their firemen in regard thereto, and exact full performance of duty from them.

Firemen, when on duty, are under the direction of the engineer.

150. They shall not permit persons to ride on engine, other than authorized employes in the discharge of their duties, without a written order from the proper authority.

151. They must obey orders of yardmasters or persons in charge, in regard to switching and making up cuts.

152. At initial point, they must be prepared to depart in accordance with instructions. They must know that their engine is in good working order and that it is furnished with fuel, water, tools, sand, other supplies and equipment.

153. They are under direction of the engine foreman as regards the movements, but will not obey any instructions which may endanger the safety of the movement or require violation of rules.

154. Should the engineer fail to obey signals or become incapacitated, the fireman should stop the engine, if necessary, and report the facts to the engine foreman.

155. They must look back frequently for signals and especially while rounding curves to detect any defects in their switch cut.

Firemen must assist in keeping a constant lookout and must instantly give the engineer notice of any obstruction or signal they may perceive.

156. Engineer must not permit the fireman to operate the engine, except in his presence, and then only when he has satisfied himself that the fireman has had sufficient experience and is competent to do so.

Fireman must not operate the engine in absence of the engineer, except in consequence of some special emergency.

In the absence of the engineer, fireman will take charge of the engine and will permit on it only those authorized.

157. The utmost care must be used, even to the extent of stopping movement to prevent the striking of persons, animals or vehicles. When an engine or cut of cars strikes any object that may cause damage, stop must be made immediately for inspection. When stock or dead animals are found on the right of way, section men should be notified, if possible. Dead or crippled animals must be removed from the track. The striking of persons, animals or vehicles or the observance of stock on right of way, should be reported to the yardmaster.

158. Engineer will, in rounding curves where the view is obscured, and also at frequent intervals during heavy storms and fogs, sound the whistle, using the signals prescribed in Rule 4(f).

159. They must not leave their engine while on duty, except in case of necessity, and when relieved by a responsible employee.

When diesel engine is left, hand brake must be applied, throttle in idle position, reverser handle or controller in neutral or removed if possible, and switches to control circuits open.

When conditions warrant, other precautions should be taken to prevent engine moving, blocking wheels if necessary.

160. Engineer will report any defect of the engine on form provided for that purpose.

161. Normal position for gates is across the industry track and for hand thrown derails, on the rail. Each must be left locked in normal position.

162. Except when lined to permit movements, switch between stock chutes and roundhouse lead must be left lined and locked for East ladder lead.

163. Engines must not be placed on trestle of Sierra Talc Co.

CAR INSPECTORS

164. Car inspectors will report to and receive their instructions from the Superintendent or his representatives, and will obey all orders of the yardmaster in connection with transportation matters.

YARDMASTERS

165. Yardmasters are under the direction of Superintendent. They are responsible for the efficient and economical operation of yards and the prompt movement of cars. They have supervision over all engines, and employes in yards.

AUTOMATIC AIR BRAKE RULES

166. When the use of air brakes is required, a

test must be made to ascertain that brakes are operative on at least 85% of the cars in cuts. When brake pipe is fully charged inspector or yardman will signal engineer to set the brakes and when noted by inspector or yardman that brake on rear car has set, he will signal engineer to release brakes noting that rear brake releases.

167. When rear end valve is used to control backward movement of a cut, yardman will, within 500 feet after such movement has started, make a sufficient reduction of air to insure that the brakes are operative. The handle of the engineer's brake valve should be kept in running position.

If the reduction is not noted by the engineer within this distance, he must stop the movement and ascertain the cause.

PERSONAL INJURIES AND ACCIDENTS

201. When employes are injured everything possible must be done for their proper care. If seriously injured, the nearest competent surgeon to be had should be called to attend or if they are able to be moved, should be taken to the nearest place at which a surgeon is available and placed in his charge.

202. In case of death on Company property, or when a corpse is found on Company property, the body must receive proper care and, when necessary, be moved to a proper place to provide a clear passage for movements, after exact position in which it was found and surrounding conditions have been carefully noted, and must be left in charge of an employe or other responsible person until coroner or undertaker arrives.

In all cases, the proper public officer must be notified promptly and a report must be made to the Superintendent.

203. When trespassers are injured or killed, they should be left with relatives or placed in charge of county or city authorities.

204. In every case of accident to persons whether by being struck by or falling from engine or switch cut or in any other manner caused by yard operations, and in every case of injury to employe whether in yard service or other department, a full and complete report should be made on proper form by every employe present, no matter whether he considers his statement of importance or not. Answering every question fully, if possible. Report should be procured whenever possible, from injured parties being careful to have injured person answer all questions fully.

205. To properly protect the Company's interests, it is important that every effort be made to procure the names and addresses of all persons whether employes or others, who are witnesses to any and all accidents and injuries.

206. When persons are injured in any way in which the accident may have been caused by defective appliances, tools or machinery, the car or appliance, tool or machinery must be immediately examined by the person in charge to ascertain its condition, and report made of the inspection, giving the numbers and initials of cars examined and names of persons making the inspection.

This inspection must be made before the car or engine leaves the place where accident occurred, and afterwards by car inspector who will furnish report of inspection to Superintendent.

When an accident is caused by the breaking of machinery, tools, appliances or rails, the broken parts must be so marked as to be readily identified and immediately turned over to the Superintendent.

207. Information concerning accidents or personal injuries occurring to persons who are not employes, must be given only to authorized representatives of the Company or an officer of the law.

Information as to the facts incident to the injury or death of an employe may be furnished voluntarily to a person in interest, such as the injured employe, or an immediate relative of the injured or deceased employe, or to an officer of the law.

Information contained in the files or in other privileged or confidential reports of the Company concerning accidents or personal injuries must not be divulged, except to an authorized representative of the Company.

208. Employes will be governed by First Aid Instructions appended hereto as a part of the rules.

RADIO RULES

301. Employes whose duties require the use of the railroad radio communication system will be governed by the following rules of the Federal Communications Commission.

GENERAL

The following rules and requirements cover use of railroad radio systems and govern employes using such systems:

301-A. Definition: A Railroad Radio Communication system is one employing radio for the transmission of intelligence between moving equipment, between moving equipment and a fixed point, or between fixed points.

301-B. Radio communication systems are under the jurisdiction of the Federal Communications Commission. *The Railroad Company And Its Employes Are Governed By The Commission's Operat-*

ing Rules. Violation is a Federal Offense for which severe penalties are provided.

301-C. In order to operate a radio transmitting set a railroad employe must read and study the following rules and pass an examination thereon. Such examinations will be given by railroad examiners.

Note: — In the application of Rule 301-C the Federal Communication Commission has modified their rules to permit an employe, authorized by the Railway Company to do so, to operate a mobile radio unit without having passed an examination on the rules; but an employe must pass an examination before operating a fixed or base radio station.

OPERATING RULES

302. All employes, except those specifically authorized to do so, are prohibited from making any adjustments to a railroad radio set. Employes so authorized must carry their FCC operator license or verification card when on duty. If it appears that a radio transmitter is not operating properly, its use shall be discontinued and the Superintendent notified as soon as possible.

303. No employe shall knowingly transmit any false distress communication, any unnecessary, irrelevant or unidentified communication, nor utter any obscene, indecent, or profane language via radio.

304. No employe shall divulge or publish the existence, contents, purport, effect or meaning of any communication (distress communications excluded) except to the persons for whom the communication is intended or to another employe of the railroad whose duties may require knowledge of the communication. The above applies either to communi-

cations received direct or to any that may be intercepted.

305. Before transmitting, any employe operating a radio transmitting set shall listen a sufficient interval to be sure that the circuit is not already in use, particularly for distress traffic.

306. A distress call will be preceded by the word "Emergency" repeated three times. Such calls shall be used only to cover initial reports of derailments, storms, washouts, fires, obstructions to tracks, or other matters which would cause serious delay to traffic, damage to property, injury to employes or the traveling public, and shall contain as complete information thereon as possible. All employes shall give absolute priority to communications from another station in distress, and except in answering or aiding a station in distress shall refrain from sending any communications until there is assurance that no interference will result to the station in distress.

307. The Railroad Company is required to answer an official notice of violation of the terms of the Communications Act of 1934, as amended, within three days from receipt of notice and any employe receiving inquiry concerning any violation shall answer such inquiry within 24 hours after receipt of notice.

308. Any employe shall permit inspection of the radio equipment in his charge and all FCC documents pertaining thereto, by a duly accredited representative of the Federal Communications Commission at any reasonable time.

309. In certain cases at crossings, junctions or paralleling tracks some interference may develop with another railroad. In such cases especial care in making identification shall be used and the em-

ployes concerned shall cooperate in handling their business by alternating calls and being as brief as possible.

310. If any communication from a station other than another railroad radio station interferes with Railroad Radio service the railroad employe will endeavor to ascertain the identity of such station and report the occurrence as soon as possible through authorized channels, to the Superintendent, giving the exact time, nature of the communication and identity of the station, if possible.

Internationally, the word "Mayday" indicates a distress message, the word "Pan", an urgent message and the word "Security", a safety message. Railroad employes may hear such messages sent by aircraft or, in coastal areas, by boats. Railroad employes hearing such messages must report them immediately through authorized channels to the Superintendent in addition to taking such appropriate action to relieve the distress as may be possible.