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**BESSEMER AND LAKE ERIE  
RAILROAD COMPANY**



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**BOOK OF RULES**

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EFFECTIVE APRIL 1, 1971

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**BESSEMER AND LAKE ERIE  
RAILROAD COMPANY**

**RULES AND REGULATIONS**

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**EFFECTIVE APRIL 1, 1971**

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**SUPERSEDING ALL PREVIOUS RULES AND  
INSTRUCTIONS INCONSISTENT THEREWITH**

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These rules govern the operations of the Bessemer and Lake Erie Railroad Company and must be observed by all employees whose duties are in any way affected thereby.

They take effect at 12:01 a.m. (Eastern Standard Time), April 1, 1971 superseding all previous rules and instructions inconsistent therewith.

Special instructions may be issued by proper authority.



*J. Read*  
General Manager

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## **GENERAL NOTICE**

Safety is of the first importance in the discharge of duty.

Obedience to the rules is essential to safety and is required.

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

To enter or remain in the service is an assurance of willingness to obey the rules.

The service demands the faithful, intelligent and courteous discharge of duty.

To obtain promotion, ability must be shown for greater responsibility.



## GENERAL RULES

A. Employees whose duties are prescribed by these rules must provide themselves with a copy and have it with them while on duty.

Employees whose duties are in any way affected by the timetable must have a copy of the current timetable with them while on duty.

Each timetable from the moment it takes effect supersedes the preceding timetable.

B. Employees 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. Employees must pass the required examinations.

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

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

F. Accidents, defects in track, bridges, signals or any unusual conditions which may affect the movement of trains, must be promptly reported by quickest available means of communication to the proper authority.

G. The possession, the use of, or being under the influence of intoxicants or narcotics by employees reporting for work, or while on duty, is prohibited, and is sufficient cause for dismissal.

H. Employees subject to the "Federal Hours of Service Law" must give the train dispatcher or yardmaster sufficient advance notice when it is apparent they will be unable to complete their trip or tour of duty within the lawful period.

I. Employees on duty must be neat in appearance.

J. Employees whose duties require them to come in contact with customers of the company and the public must be courteous and orderly.

K. In case of danger to the Company's property employees must unite to protect it.

L. Employees must report for duty at the prescribed time and place and must not be absent without permission from proper authority. They will not be permitted to engage substitutes to perform their duties. Time must not be shown on time return except for work actually performed by the person named.

All time returns must be forwarded promptly to the superintendent after completion of the service performed.

M. When leaving the service of the Company, or when demanded at any time by proper authority, employees must return the Company property intrusted to their care, in reasonably good condition.

N. In addition to these rules, the timetable will contain special instructions, as may be found necessary. Special instructions, whether in conflict with these rules or not, which may be given by proper authority, whether in the timetable or otherwise, shall be fully observed while in force.

O. Employees must be civil and gentlemanly in their relationship with the public, their superiors, subordinates and each other. They must not enter into altercation with any person, no matter what provocation may be given but must report the facts of such cases to their immediate superiors.

P. Profane or improper language will not be permitted on communication circuits.

Q. Property owned by or in the custody of the railroad must not be removed from the premises, sold or in any way disposed of without proper authority. This includes lading, scrap, coal, lumber or any material removed from cars declared as empty.

## DEFINITIONS

### BLOCKS

**Block** — A length of track extending from one block signal to the next block signal governing in the same direction.

**Home Block Section** — A length of track extending from one home signal to the next home signal governing in the same direction.

### ENGINES

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

**Yard Engine** — An engine assigned to yard service.

### PILOT

**Pilot** — An employee assigned to a train when the engineer or conductor, or both, is not fully acquainted with the physical characteristics or rules of the railroad, or portion of the railroad, over which the train is to be moved.

### SIGNALS

**Fixed Signal** — A signal of fixed location indicating a condition affecting the movement of a train or engine such as switch and block signals, yard limit signs, slow boards, or other means of displaying indications.

**Block Signal** — An approach or home signal used to govern a train or engine entering and using a block.

**Approach Signal** — A block signal the most restrictive indication of which is "Restricting", identified by a number plate.

**Home Signal** — A block signal the most restrictive indication of which is "Stop".

**Dwarf Signal** — A low home signal.

**Signal Aspect** — The appearance of a fixed signal conveying an indication, as seen from the direction of an approaching train.

**Signal Indication** — The information conveyed by the aspect of a signal.

### SPEEDS

**Limited Speed** — A speed not exceeding 40 miles an hour.

**Medium Speed** — A speed not exceeding 30 miles an hour.

**Restricted Speed** — Proceed prepared to stop short of train, obstruction, switch not properly lined or anything that may require the train to be stopped, but not exceeding 15 miles an hour.

**Slow Speed** — A speed not exceeding 20 miles an hour.

**Yard Speed** — A speed that will permit stopping within one-half the range of vision.

## SWITCHES

**Dual-Control Switch** — A switch equipped with a power-operated mechanism, but which may also be operated manually.

**Electrically-Locked Switch** — A hand-operated switch equipped with an electrically-operated locking appliance which prevents the unauthorized use of the switch.

**Spring Switch** — A switch equipped with a spring mechanism arranged to restore the switch points to normal position after having been trailed through.

## TIMETABLE

**Timetable** — The authority for the movement of trains subject to the rules. It contains special instructions relating to the movement of trains and other instructions and information.

## TRACKS

**Current of Traffic** — The movement of trains on a track, in one direction, specified by the rules.

**Main Track** — A track, so designated, extending through yards and between stations upon which trains are operated in accordance with rules and timetable or the use of which is governed by block signals.

**Double Track** — Two main tracks, upon one of which the current of traffic is in a specified direction, and upon the other in the opposite direction.

**Passing Siding** — A track auxiliary to the main track, designated in the timetable, for meeting or passing trains.

**Single Track** — A main track upon which trains are operated in both directions.

**Twin Tracks** — Two main tracks, designated from west to east as No. 100 and No. 200, upon either of which trains may operate in both directions.

**Running Track** — A track so designated in timetable the use of which will be governed by special instructions.

**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.

## TRAIN

**Train** — An engine or more than one engine coupled, with or without cars, displaying markers.



# TRAIN RULES

*NOTE – Rules with prefix “D” are for double track. Rules without prefix are applicable without respect to the number of tracks.*

## STANDARD TIME

1. Eastern Standard Time obtained from Washington, D.C. observatory will be transmitted to all points from designated offices at 12 o'clock noon, daily except Sunday.

2. Reliable watches of a grade approved by the superintendent must be used by yard masters, conductors, yard foremen, engineers and others who may be designated.

3. Before starting a trip or commencing work, the watches of train and engine service employes, except as otherwise designated by the timetable, must be compared and adjusted with a clock designated as a standard clock.

Train and engine service employes whose duties prevent them from having access to a standard clock must ask for and receive standard time from the train dispatcher before commencing work.

## REGISTERING

4. In addition to complying with Rules 2 and 3, before starting a tour of duty, train and engine service employes, except as otherwise designated by timetable, must read general and special orders and notices and must properly fill in the information required by Form 508CT and sign same.

Employes who have not had a copy of a new timetable long enough to become conversant with the special instructions must not report for duty.

New employes will familiarize themselves with the Book of Rules, current timetable, General Orders and Special Orders as quickly as possible.

## SIGNALS

7. 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.

8. Flags of the prescribed color must be used by day, and lights of the prescribed color by night.

9. 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.

# FUSEES

11-A. A fusee burning red is a stop signal. When burning yellow it is a caution signal. Fusees must be placed outside of rail on engineer's side of the track, but not on bridges, sign posts, or where fire can be communicated to buildings or cars.

Yellow fusees may be used to give hand signals when conditions require.

## HAND, FLAG AND LAMP SIGNALS

12. Signals must be given from a point where they can be plainly seen and in such a way that they cannot be misunderstood, and at a rate in keeping with the speed at which the move is to be made. If there is a doubt as to the meaning of a signal or for whom it is intended, it must be regarded as a stop signal.

When a movement is being made under hand and lamp signals and the signals disappear, the engineer must immediately stop the movement and await further signals, unless he has been instructed otherwise in regard to such movement.

When radio communication is used to direct a switching or coupling movement, the distance to be moved must be given in car lengths and movement must not exceed such distances without further instructions.

All radio communications must be properly identified and acknowledged before being acted upon.

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12(a)

When moving – STOP  
When stopped – APPLY OR  
RELEASE AIR BRAKES

Swung across the track.



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12(b)

REDUCE SPEED –

Held horizontally at arm length.



12(c)  
PROCEED —

Raised and lowered vertically.



12(d)  
BACK —

Swung vertically in a circle at half-arm length across the track.



12(e)  
CUT OFF —

Swung vertically in a circle at half-arm length, ending with lantern above head.



12(f) Any object waved violently by any one on or near the track is a signal to stop.

#### 14. ENGINE WHISTLE SIGNALS

*NOTE — The signals prescribed are illustrated by “o” for short sounds: “—” for longer sounds. The sound of the whistle should be distinct, with intensity and duration proportionate to the distance signal is to be conveyed.*

Sound	Indication
(a) o	Stop. Apply or release brakes.
(b) —	Proceed.
(c) — o o o	Flagman go back and protect rear of train.
(d) — — — —	Flagman may return from the south or west.
(e) — — — — —	Flagman may return from the north or east.
(g) o o	Answer to any signal not otherwise provided for.
(h) o o o	When train is standing, back. Answer to 12(d) and 16(c). When train is running, answer to 16(d).
(j) o o o o	Call for signals.
(l) — — o —	Approaching public crossings at grade. To be prolonged or repeated until crossing is reached.
(n) — o	Acknowledgement of display of signal for communications.
(p) o o o o —	Fire alarm, to call attention to trackmen to fire.
(r) Succession of short sounds.	Alarm for persons or stock on the track.

#### For Twin Tracks

Sound	Indication
(s) — — — — o	Flagman may return from the south on track No. 100.
(t) — — — — o o	Flagman may return from the south on track No. 200.
(u) — — — — — o	Flagman may return from the north on track No. 100.
(v) — — — — — o o	Flagman may return from the north on track No. 200.

### COMMUNICATING SIGNALS

15. Each car of a passenger train must be connected with the engine by a communicating signal appliance.

#### 16. Communicating Appliance Signals

Sound	Indication
(a) Two	When train is standing, start.
(b) Two	When train is running, stop at once.
(c) Three	When train is standing, back the train.
(d) Three	When train is running, stop at next station.
(e) Four	When train is standing, apply or release air brakes.
(f) Four	When train is running, reduce speed.
(g) Five	When train is standing, call in flagman.
(h) Five	When train is running, increase speed.

### TRAIN SIGNALS

#### HEADLIGHT

17-A. The headlight must be displayed to the front of every train at all times.

It must be dimmed by night, not extinguished:

- (1) while passing through yards where yard engines are employed;
- (2) approaching signal displayed for communications, junctions, terminals, meeting points and when stopped;
- (3) when approaching a train moving in the opposite direction.

17-B. Yard engines and detached road engines must display a headlight to the front and rear at all times, unless otherwise provided.

17-C. Should a headlight become inoperative a white light will be displayed in its place, the speed be reduced where necessary, the bell rung continuously while moving, the whistle signal 14(1) sounded frequently and the train dispatcher notified at first opportunity.



## MARKERS

19. The following signals will be displayed, one on each side of the rear of every train, as markers to indicate the rear of the train:

Signals Displayed		
Equipment	By Day	By Night
Engines and cars <i>not equipped</i> with fixed electric markers.	Marker lamps not lighted.	Marker lamps lighted showing red to rear.
Engines and cars <i>equipped</i> with fixed electric markers.	Markers lighted showing red to rear.	Markers lighted showing red to rear.

A train not equipped to display the prescribed signals will display a red flag by day and a red light by night to indicate the rear of the train.

23. One signal displayed where in Rule 19 two are prescribed will indicate the same as two; but the proper display of all train signals is required, unless the display of but one is made necessary through an emergency.

## OTHER SIGNALS

25. A white flag by day and a white light by night will be displayed at telephone offices having Form "X" or other communications to be delivered.

26. A blue signal, displayed at one or both ends of an engine, car or train, indicates that workmen are under or about it; when thus protected it must not be coupled to or moved.

Each class of workmen will display the blue signals and the same class of workmen are alone authorized to remove them. Other equipment must not be placed on the same track so as to intercept the view of the blue signals, without first notifying the workmen.

When emergency repair work is to be done under or about cars in a train and a blue signal is not available, the engineer will be notified and protection must be given those engaged in making the repairs. When thus notified, the engine or train must not be moved until the same person notifies the engineer that the engine or train may be moved.

## USE OF SIGNALS

27. A signal imperfectly displayed, or the absence of a signal where one is usually shown, must be regarded as the most restrictive indication that can be given by that signal, and the fact reported to the train dispatcher.

29. When a signal (except a fixed signal) is given to stop a train, it must be acknowledged as prescribed by Rule 14(g) or 14(h).

30. The engine bell must be rung when an engine is about to move, while approaching and passing public crossings at grade and when running along the streets of towns and cities.

It must also be rung while moving on main and running tracks within yards when there are cars standing on adjacent tracks.

31. The whistle must be sounded for public road crossings at grade and at other places where required by rule or law.

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

33. Watchmen stationed at public crossings at grade must use stop signals when necessary to stop trains.

They will use prescribed signals to stop highway traffic.

34. All members of engine and train crews must, when practicable, observe and then communicate to each other by its *name* the indication of each signal affecting the movement of their train or engine when the signal becomes clearly visible, and observe the signal again just before passing it.

If an indication changes before the signal is reached, such indication will be communicated immediately.

Should the engineer fail to comply with the signal indication displayed other members of the crew will remind him and, if necessary, take action to insure the safety of the train.

35. Train equipment for flagging purposes will consist of two red flags and fuseses.

The following signals will be used by employes providing flag protection:

Day Signals: A red flag  
Fuseses

Night Signals: A white light  
Fuseses

36. Red fuseses, red lanterns and red flags, must not be used for any other purpose than to give signals as prescribed by the rules and train and engine employes must keep a constant lookout for them.

## MOVEMENT OF TRAINS

74. The authority for the movement of trains in compliance with specified rules on specified tracks is conferred by the timetable.

84. A train must not start until the proper signal is given.

93. Within yard limits protection against following trains will not be required.

Trains and engines must move within yard limits at yard speed.

A train or engine must not be moved against the current of traffic within yard limits until provision has been made for protection of such movement.

Yards at which Rule 93 is in effect are designated in the timetable.

98. Trains must approach the ends of double and twin tracks, junctions and railroad crossings at grade, prepared to stop unless the switches are properly lined, signals indicate proceed, and the track is clear. Where required by law, trains must stop.



99. Except as provided in Rules 93, 99(a), 302 and 403, when a train stops on a main track, under circumstances in which it may be overtaken by another train, a member of the crew must go back immediately with flagging equipment a sufficient distance to insure full protection.

When recalled and safety to the train will permit, he may return, leaving a lighted fusee when conditions require.

The front of a train must be protected in the same manner when necessary.

When a train is moving on a main track under circumstances in which it may be overtaken by another train, lighted fusees must be dropped at proper intervals.

99(a). A train or engine operating under Block Signal Rules is not required to protect against following trains on the same track except as provided by Rules 202(a), 203, 216 and 216(a).

99(b). When a train is disabled or stopped suddenly by an emergency application of the air brakes or other causes, 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 of trains. Conductors and engineers must see that prompt protection is afforded.

101. Trains and engines must be fully protected against any known condition which interferes with their safe passage at maximum authorized speed.

When conditions are found which may interfere with the safe passage of trains and engines and no protection has been provided, such action must be taken as will insure safety.

101(a). Work on or adjacent to a track which might interfere with the safe passage of trains must be properly protected before such work is undertaken.

Locomotive cranes, wrecking cranes and other similar machinery must not obstruct or foul adjacent tracks unless proper protection has been afforded.

Crane operators must not move the rotating portions of their machines to foul another track unless proper protection has been provided on that track.

The conductor and those in charge of such equipment are responsible for compliance with this rule.

103. When cars are pushed by an engine, and the conditions require, a trainman must take a conspicuous position on the leading car.

103(a). When shoving tracks, when doubling over, or placing cars on a track, unless it is known the track will accommodate the movement without fouling other tracks or without shoving over end of track; a man must be stationed on the leading car or at the rear of such track in position to be clearly seen and to give signals, unless the movement is otherwise protected.

103(b). When shifting cars over a public crossing at grade, a member of the crew properly stationed on the ground must protect the crossing; and movements over crossings may be made only on proper signal from him, unless the crossing is protected by a watchman or by gates.

Cars or equipment must not be left on track circuits where they will cause automatic gates or flashers to operate.

103(c). When a train or any part of a train is standing where it will obscure the view of highway traffic at crossing not protected by a watchman or by gates, a member of the crew must protect traffic over the crossing against the movement of trains, engines or cars on all tracks, selecting the most important crossing when they cannot protect all crossings.

103(d). Air brakes must not be depended upon to hold cars. When cars are to be detached on grade, or where other conditions require, a sufficient number of hand brakes must be set to hold them.

103(e). Cars standing on descending grades, or where other conditions require, must not be coupled to until it is known that such cars are secured by sufficient number of hand brakes. Engines must not be coupled to until it is known they are properly secured.

When cars or train are about to be moved, hand brakes must not be released until it is known all cars are coupled; and where air is cut in, that the train line is charged sufficiently for the conditions.

103(f). When necessary to control cars by hand brakes, it must be ascertained that such brakes are in good order.

When hand brakes are used, they must be applied so as to avoid sliding the wheels, and shall be so controlled and sufficient brakes set to avoid excessive impact and damage to cars and contents.

103(g). When switching occupied passenger equipment, the air brakes on such equipment must be used and cars must not be uncoupled while in motion.

103(h). Where the application of hand brakes is required, they must not be applied with the air brakes in emergency.

104. The employe positioning a switch or derail is responsible for the position of such switch or derail. Conductors and engineers will supervise the positioning of switches and derails by members of their crew when practicable to do so, and are responsible for the proper handling in compliance with the rules and special instructions.

104(a). Before giving hand signal for movement, employes positioning switches must see that the route is properly lined; that switch points fit properly; derails are properly positioned and that switches and derails are properly secured.

Main track switches or derails must not be restored to normal position until a movement is completed or clear of the main track involved. Switches or derails must be properly positioned and secured after having been used.

104(b). A train or engine must not foul a main or running track until switches and derails connected with the movement are properly lined. Tracks other than main and running tracks must not be fouled until it is known that the route is clear.



104(c). When waiting to cross from one track to another, during the approach and passage of a train or engine on tracks involved, all switches and derails connected with the movement must be secured in normal position.

104(d). Where trains or engines are required to be reported clear of a track, such report must not be made nor hand signals given other trains or engines until switch has been secured in its normal position.

104(e). A switch must not be left open for another train or engine unless in charge of a member of the crew of such train or engine unless otherwise authorized by proper authority.

104(f). When classifying or switching cars, the switch will not be changed for a following car going to another route, until it is known the preceding car will clear the route of the following car.

104(g). Defective or missing switch locks must be reported to the train dispatcher from the first available point of communication.

104(h). Derails may be changed from derailing position to non-derailing position only to permit movement or movements to or from track or tracks where derails are installed, and then only after proper and adequate precautions have been taken to prevent cars or other equipment from escaping.

Derails must be left locked in derailing position when not being used by crews whether or not the track or tracks are occupied.

104(i). Where the letter "S" is attached to a switch stand it denotes spring switch.

The location, normal position and permissible speeds will be designated in the timetable.

Trailing movements through a spring switch in springing position may be made without throwing the switch. Trains or engines which may stop on a spring switch, after starting a trailing movement through the switch in a springing position, must not take slack or make reverse movement until switch has been placed in the proper position by hand.

When movement over or through a spring switch is governed by signals and stop indication is displayed, movement shall not be made until it has been operated by hand to the proper position and switch points examined.

When switching over a spring switch, the switch must be operated by hand.

When a spring switch has been operated by hand it must be left in normal position.

104(j). Dual-control and spring switches must not be used for dropping cars.

*NOTE — When dual-control switches and spring switches are operated by hand, Rules 104 through 104(j) apply.*

104(k). A white disc with a black letter "A" attached to a post adjacent to a switch stand will identify a run through type switch. Such switches may be run through and will automatically change position for the movement being made and will remain in that position after the movement is completed. Such switches may be left as used.

105. Unless otherwise provided, trains and engines using other than a main track must proceed at yard speed, but not to exceed 15 miles an hour, expecting to meet opposing movements or to find the track occupied by cars.

Cars must not be left on passing sidings without permission from the train dispatcher.

D-151. Where two main tracks are in service trains or engines must keep to the right unless otherwise provided.

D-152. When a train crosses over to or obstructs another main track, unless otherwise provided, such movement must first be protected against trains moving with the current of traffic on that track.

153. When locomotive units are operated in multiple, the number of the leading unit only will be used for identification purposes. This number will be retained even though the movement may be reversed.

## **BLOCK SIGNAL RULES**

## GENERAL BLOCK SIGNAL RULES

201. Home and approach signals govern the use of the blocks, and provide authority for the movement of trains and engines in block signal territory. Block signal territory is designated in the timetable.

202. Home and approach signal aspects are shown by color lights; combination of color lights and flashing lights.

Block signals are located to the right of the tracks they govern, except:

- a. When mounted on signal bridges they are located above the tracks governed.
- b. When mounted on bracket posts the relative position of the block signals corresponds to the relative position of the tracks governed.

202(a). A block signal will display its most restrictive indication as soon as any part of a train or engine has passed it. Employees on rear of train will observe all block signals and report any improper indication to the train dispatcher immediately, and a member of the crew must be left to protect the condition unless otherwise instructed by the train dispatcher.

203. A train or engine having passed beyond the limits of a block must not re-enter that block without permission of the train dispatcher unless preceded by a flagman a sufficient distance to stop a train moving on an approach indication.

204. A train or engine must not cross over to or enter a main track, nor re-enter after having cleared it, unless authorized by block signal indication or by permission from the train dispatcher.

205. Permission to throw a hand-operated main track switch in block signal territory must be obtained from the train dispatcher before the padlock is removed or bolt lock lever is operated except for engines or trains leaving the main track.

205(a). Before a train or engine enters on or fouls a main track, or crosses over from one main track to another through non-electrically locked switches equipped with bolt lock mechanism, the trainman will, after operating the bolt lock lever, wait at the switch a sufficient time to secure full benefit of signal protection before operating the switch points.

When the switch is not equipped with a bolt lock mechanism, the switch points will be positioned and then wait as prescribed above before fouling or entering a main track.

206. When speed is restricted by rule, special instruction or otherwise, trains or engines must respect such restrictions even though admitted to a clear block.

207. If a home signal, permitting a train to proceed, is changed to a stop signal before it is reached the engineer will take immediate action to stop the train.

If a train overruns a stop signal, the front of the train must be protected immediately.

Such occurrences must be reported promptly to the superintendent.

208. When a train or engine is being delayed by a home signal displaying a stop indication and cause for such indication is not known, the train dispatcher must be contacted at once.

209. A train or engine must stop before any part of engine or train passes a home signal displaying a stop indication and must not proceed except as provided by Rules 209-A, 211 and 213.

209-A. When a train or engine is stopped by a home signal, it may proceed when authorized orally by the train dispatcher;

(1) The engineer or conductor receiving such authority from the train dispatcher must repeat it to him.

(2) Where there is more than one track the authority to proceed applies only to the track designated by the train dispatcher.

(3) The movement must be made at *restricted speed*\* to the next signal.

(4) Before moving over dual-control switches, it must be known that switches are properly lined. Unless switches are placed in hand-operating position, spiked or blocked, a member of the crew must remain at the switches until the engine or leading car has passed the signal for the purpose of giving stop signals should the switch points change position.

*\*Note: When a block signal indicates stop, or proceed at restricted speed, one or more of the following conditions may exist:*

- (a) Train or other obstruction in the block,
- (b) Main track switch open, or improperly secured,
- (c) Car on siding within fouling distance of main track,
- (d) Broken rail,
- (e) Failure of the block signal system.

210. A train or engine stopped or delayed after passing a clear signal indication must approach the next block signal prepared to stop.

211(a). When a home signal displays an indication permitting a train or engine to occupy a track circuit in which a dual control switch is located, such train or engine may make switching movements over switch in both directions without placing switch in hand-operating position providing there is continuous occupation of the track circuit. To maintain continuous occupation of the track circuit it must be known that at least two locomotive units or two cars remain completely within the limits of the track circuit. Should the train or engine, on any movement, clear the track circuit, further movement must not be made without proper home signal indication or placing switch in hand-operating position as provided by Rule 213.

(b) When home signal displays stop indication, a train or engine having work to perform must not move over a dual-control switch without first placing the switch in hand-operating position as provided by Rule 213.

(c) Under (a) above, a member of the crew must be stationed on or at the rear of the movement to determine that the movement does not clear the track circuit in which the dual-control switch is located.

*Note: The adjacent opposing home signals on either side of a dual-control switch mark the limits of the track circuit.*



212. Movements over or through dual-control switches other than by block signal indication, or as provided by Rules 209-A and 211 may be made only after the switch or switches have been placed in hand-operating position as provided by Rule 213.

213. When necessary to operate a dual-control switch by use of hand-throw lever conductor or engineer or employe designated by them must obtain permission from the train dispatcher to so operate the switch, before placing selector lever in hand-operating position.

When such permission has been obtained and selector lever has been placed in hand-operating position, the hand-throw lever may be operated in the usual manner and engineer is authorized to pass home signal displaying stop-indication as directed by signals from crew members.

213(a). Request for permission to hand operate a dual-control switch must include the time desired, track or tracks to be used, dual-control switches to be hand operated, and train or engine identification. The permission granted must be repeated to train dispatcher by employe receiving such permission.

213(b). When permission to hand operate a dual-control switch is cancelled, engineer must be so notified before switch is restored to power operation. Train dispatcher must be advised that engineer has been so notified.

214. After work is performed under the provisions of Rules 211 and 213, and it is practicable to do so, the engine when recoupled to train must be behind the governing home signal and in a position to properly observe the indication displayed.

If not practicable to be behind governing home signal, trains may proceed only as provided in Rule 209-A.

215. When a train is coupled to or assisting another train it will be considered part of the train to which coupled so far as observing block signal indications is concerned. Unless otherwise directed when two or more trains have been coupled they must be separated only as instructed by the train dispatcher.

216. Scale test cars, short ore cars, detached single cars or light equipment may under certain conditions fail to actuate block signals and automatic crossing protection. Rusty rails, rails covered with sand, earth, oil or other matter, may also fail to actuate signals or crossing protection. Employes must be especially vigilant to detect such conditions and provide proper protection.

216(a). Any damage to track or signal apparatus or any switch that fails to function properly must be reported to train dispatcher and, if necessary, a member of the crew must be left to notify all trains that would be affected unless otherwise instructed by train dispatcher.

217. A light known as "maintainer's call signal" is located on the track side of each relay house at controlled points. Crews doing work or stopped near controlled points must observe such lights and if lighted must immediately call the train dispatcher.

## RULES GOVERNING MOVEMENT OF TRAINS WITH THE CURRENT OF TRAFFIC ON DOUBLE TRACK BY BLOCK SIGNAL INDICATIONS

D-251. On portions of the railroad, so specified in the timetable, the movement of trains and engines on double track with the current of traffic is authorized by block signal indications.

D-252. The movement of trains and engines will be controlled by the train dispatcher.

D-253. Unless otherwise provided, trains and engines must not move against the current of traffic except as authorized by the train dispatcher. When authorized such movements must be made at restricted speed.

When movement does not extend beyond a control point the train dispatcher must be advised when movement is completed.

D-254(a). Authority to work, including time limits, must be secured from the train dispatcher. When working limits have been secured in both directions the train or engine may move against the current of traffic on the track or tracks authorized, without flag protection. When more than one train or engine is authorized to occupy the same limits, the authority must include the requirements for such trains or engines to protect against each other.

D-254(b). The train or engine authorized to work must be clear and reported clear before the expiration of the time limits.

D-255. Before hand-operated switches are positioned for a train or engine to cross over to another main track, or to enter or foul a main track, permission must be secured from the train dispatcher for the movement and Rule 205(a) will apply.

D-256. A train or engine entering a main track through a non-electrically locked switch, will, after complying with Rules 204 and 205(a), proceed at restricted speed to the next signal.

D-257. Except as affected by Rules D-251 through D-256, all Block Signal Rules and Train Rules remain in effect.

## RULES GOVERNING THE MOVEMENT OF TRAINS IN BOTH DIRECTIONS ON SINGLE OR TWIN TRACKS BY BLOCK SIGNAL INDICATIONS

261. On portions of the railroad, so specified in the timetable, trains and engines are authorized to run in either direction by block signal indication.

262. The train dispatcher will control the movement of trains and engines.

263. A train or engine entering a main track through an electrically-locked switch after complying with Rule 204 and obtaining proper unlock, will proceed at not exceeding medium speed, prepared to stop at the next block signal. Movement must be made only in the direction authorized by the train dispatcher.

Train crews must not, under any circumstances, attempt to unlock an electrically-locked switch other than in the prescribed manner. When it becomes necessary to effect such an unlock manually, it must be done only by a signal maintainer and then only when authorized by the train dispatcher. A train or engine admitted to a main track in this manner must proceed at restricted speed to the next block signal.

263(a). A train or engine entering a main track through a non-electrically locked switch after complying with Rules 204 and 205(a) will proceed at restricted speed to the next block signal.

263(b). The train dispatcher may authorize a train or engine to enter a main track or cross over to another main track, through non-electrically locked switches when the block to be entered is occupied by another train or engine.

When such authorization is given, the trains or engines involved must move at restricted speed within the block and protect against each other.

264. Trains or engines clearing on tracks leading from passing sidings will be reported clear to the train dispatcher and will not re-enter or foul passing siding without permission of the train dispatcher.

265. A train or engine must not reverse its direction of movement within a block without authority of the train dispatcher, except as provided by Rule 265(b).

265(a). Trains or engines may occupy specified limits to work when so authorized by the train dispatcher. The conductor will make a record of the time limits and advise his engineer accordingly.

265(b). When working limits are authorized in both directions, the train may move in either direction without flag protection, complying with block signal indications.

Such train or engine must clear and be reported clear before expiration of authorized time limits. If additional time is required, authority must be secured from the train dispatcher before expiration of authorized time limits.

266. Except as affected by Rules 261 through 265(b), all Block Signal Rules and Train Rules remain in effect.

## FIXED SIGNALS

### Block Signal Aspects and Indications

**Rule 281 -**

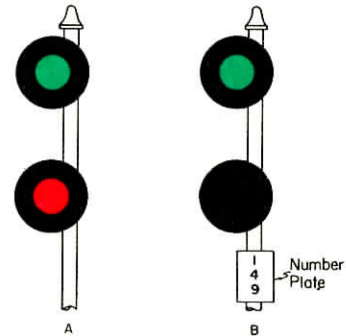


FIG.

NAME: Clear  
INDICATION: PROCEED

**Rule 281-B -**

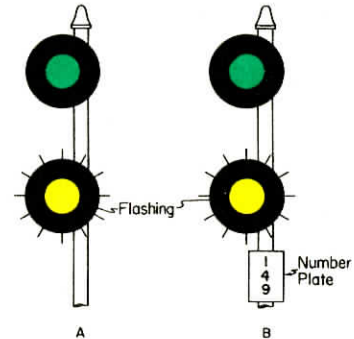


FIG.

NAME: Approach Limited  
INDICATION: PROCEED APPROACHING NEXT SIGNAL AT LIMITED SPEED.

**Rule 281-C -**



NAME: Limited Clear  
INDICATION: PROCEED, LIMITED SPEED THROUGH CROSSOVERS AND TURNOUTS WITH ENTIRE TRAIN, THEN RESUME AUTHORIZED SPEED.

Rule 282 -

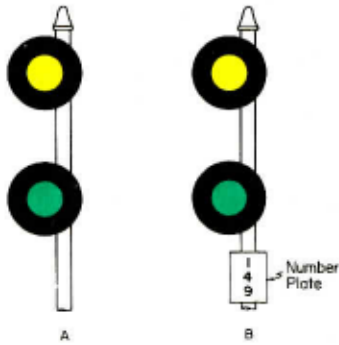


FIG.

A

B

NAME: Approach Medium  
 INDICATION: PROCEED APPROACHING NEXT SIGNAL AT MEDIUM SPEED.

Rule 283 -

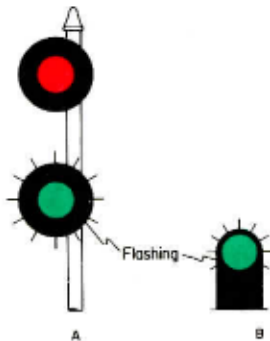


FIG.

A

B

NAME: Medium Clear  
 INDICATION: PROCEED, MEDIUM SPEED THROUGH CROSSOVERS AND TURNOUTS WITH ENTIRE TRAIN, THEN RESUME AUTHORIZED SPEED.

Rule 283-A -



NAME: Medium Approach Medium  
 INDICATION: PROCEED, MEDIUM SPEED THROUGH CROSSOVERS AND TURNOUTS WITH ENTIRE TRAIN APPROACHING NEXT SIGNAL AT MEDIUM SPEED.

Rule 285 -

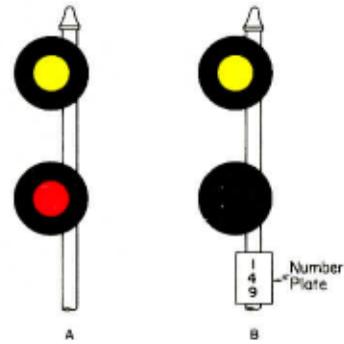


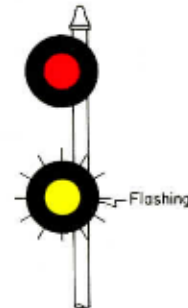
FIG.

A

B

NAME: Approach  
 INDICATION: PROCEED, PREPARING TO STOP AT NEXT SIGNAL. TRAIN EXCEEDING MEDIUM SPEED AT ONCE REDUCE TO THAT SPEED.

Rule 286 -



NAME: Medium Approach  
 INDICATION: PROCEED AT MEDIUM SPEED PREPARING TO STOP AT NEXT SIGNAL.

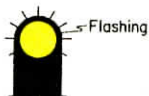
Rule 287 -



NAME: Slow Clear  
 INDICATION: PROCEED, SLOW SPEED THROUGH CROSSOVERS AND TURNOUTS WITH ENTIRE TRAIN, THEN PROCEED AT AUTHORIZED SPEED.

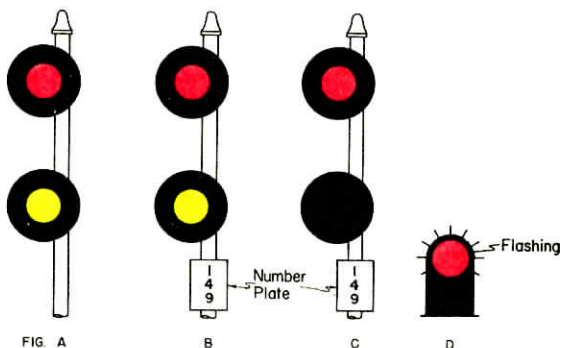


**Rule 288 —**



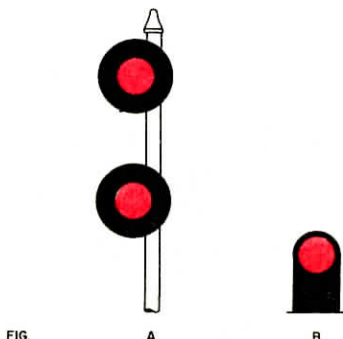
**NAME:** Slow Approach  
**INDICATION:** SLOW SPEED THROUGH CROSSOVERS AND TURNOUTS WITH ENTIRE TRAIN, THEN PROCEED NOT EXCEEDING MEDIUM SPEED PREPARED TO STOP AT NEXT SIGNAL.

**Rule 290 —**



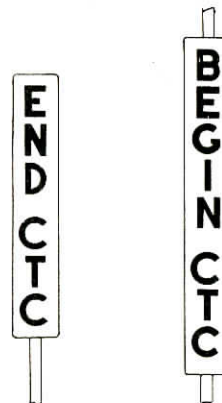
**NAME:** Restricting  
**INDICATION:** PROCEED AT RESTRICTED SPEED TO THE NEXT SIGNAL.

**Rule 292 —**



**NAME:** Stop  
**INDICATION:** STOP

293. Centralized Traffic Control (CTC) is a system for controlling block signals, dual-control switches and electrically-locked switches from a central location. The limits of block signal territory so controlled are designated by the signs shown below:

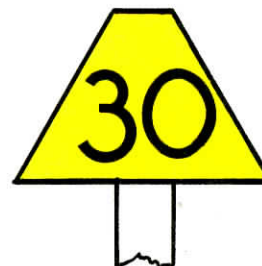


**SPEED LIMIT SIGNS**

**TEMPORARY SIGNS**

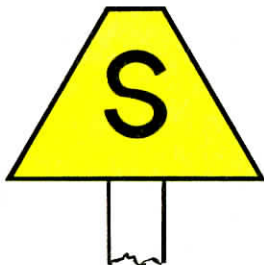
295(a). Advance Speed Limit Sign — A triangular yellow sign with black numerals indicating the speed, will indicate the approach to a portion of track on which a temporary speed restriction has been placed by special order.

Advance speed limit signs will be placed a sufficient distance in advance of the beginning of the speed restriction to permit reduction from maximum authorized speed to the speed specified by the special order. If numerals are not displayed on advance temporary speed limit sign and crew has no knowledge of special order, a speed not in excess of 10 miles an hour must be maintained between the speed limit and resume speed signs.



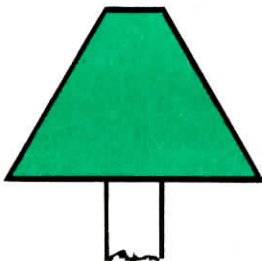
**NAME:** Advance Speed Limit Sign.  
**INDICATION:** Reduce speed.

295(b). **Slow Sign** — A triangular yellow sign with a black letter "S" will indicate the beginning of a speed restriction.



NAME: Slow Sign.  
INDICATION: Proceed at speed indicated on Advance Speed Limit Sign.

295(c). **Resume Speed Sign** — A triangular green sign will indicate the end of speed restriction:



NAME: Resume Speed Sign.  
INDICATION: Resume speed when train has passed sign.

295(d). Advance Speed Limit and Slow Signs will be placed to the right of the track on which they apply. The Resume Speed Sign indication will be displayed on the reverse side of the Slow Sign governing in the opposite direction and will therefore be on the left of the track governed.

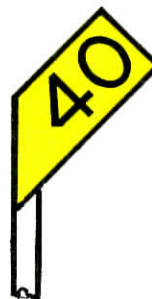
Speed limit signs prescribed by Rules 295(a), 295(b) and 295(c) must be installed as soon as practicable after a speed restriction has been established and the train dispatcher so notified.

When necessary, flag protection must be provided to stop and warn approaching trains until relieved by the train dispatcher.

Train dispatcher will use home signals to stop trains that have not been otherwise notified and instruct engineers orally.

## PERMANENT SIGNS

296. The sign pictured below, placed to the right of the track, will be used to indicate the beginning of permanent speed restrictions designated in the timetable or on general order. The numerals indicate the maximum speed to be observed.



## MOVEMENT BY STAFF SYSTEM

301. On portions of the railroad, so specified in the timetable, the staff system will be the authority for the movement of trains and engines.

302. No train or engine may enter territory where Rule 301 is in effect without having possession of the designated staff unless protected in both directions as prescribed by Rule 99. A train or engine having possession of the staff may move in either direction on the designated track without flag protection.

303. The location of the staff will be specified in the timetable. The staff must be returned to the specified location when the train or engine using same has finished with it and is clear of the designated track.

304. Train operation by staff system may be suspended and movement by Form "X" established by special order.

The special order suspending staff system operation must not be issued until the staff has been secured in a place inaccessible to train and engine crews by an official designated by the train dispatcher.

## MOVEMENT BY FORM "X"

401. Form "X" will be used to authorize train and engine movements on portions of the road designated in the timetable or by special order.

402. The movement of trains or engines by Form "X" will be authorized and supervised by the train dispatcher only.

403. Where Rule 401 is in effect trains or engines must not foul or enter the designated tracks except as authorized by Form "X".

404. Form "X" will not be used to authorize opposing movements between stations designated on the form nor to authorize following movements.

405. When operating under the authority of Form "X" protection against following trains on the same track is not required.

406. When a movement authorized by Form "X" has been completed and train is clear of the designated track, it must be so reported to the train dispatcher.

407. At the expiration of the time limits authorized by Form "X" the train or engine must be clear of the main track or be protected in both directions as prescribed by Rule 99.

408. Forms "X" must be numbered consecutively each day, beginning at midnight, written in the prescribed form and without erasure or alteration.

409. A record of each form issued must be made by the train dispatcher in a book provided for that purpose.

410. Sufficient copies, in manifold, will be made by the employe copying form during transmission and he will repeat from the manifold copy. A copy will be supplied each employe addressed and one will be retained by the employe copying the form.

411. Forms "X" received by the conductor must be forwarded to the superintendent daily.

412. Form "X" will not be valid unless the station, date, time, and signatures of train dispatcher and employe copying form appear thereon.

413. When Form "X" has been issued it remains in effect until the movement has been completed, time limits expired or the authority for movement cancelled.

414. To cancel Form "X" the word "Cancelled" and the time and date must be written across the face of the forms held by the conductor and engineer or other employe holding it for delivery.

The train dispatcher must be advised that this has been done and will so endorse the record in his book.

## ADDITIONAL GENERAL RULES

### GENERAL

501. Employes who are disloyal, dishonest, insubordinate, immoral, quarrelsome, careless or incompetent, or who wilfully neglect their duty or violate rules, endanger life or property, or who make false statements or conceal facts concerning matters under investigation, are subject to discipline.

502. Playing cards or other games or sleeping while on duty is prohibited. Reading, listening to radios or watching television while on duty is prohibited except when necessary in the performance of duties.

503. In case of danger to company property employes must do everything possible to protect it. When the security of freight or railroad property is involved, it is the duty of employes to see that arrangements are made for protection of such property against theft, or loss or damage from other causes.

504. Employes at stations are responsible for the care of equipment and supplies.

Employes must use care and economy in the use of tools, equipment, materials and supplies. Offices, buildings, structures and other premises must be kept in a clean and orderly condition. An excess of supplies must not be permitted to accumulate.

505. Operators, agents and other trackside employes must, when practicable, observe the entire length of passing trains for defects. When two or more employes are present, both sides of train must be observed.

Employes observing defects, such as brakes sticking, brake rigging down, swinging doors, hot journals and protruding objects, will use radio if available to notify engine or train crew, and in addition use signals shown below:

Brakes (By Day: Hands rubbed together in sliding motion.  
Sticking (By Night: Same signal with lamp held in one hand.

Hot Journal (Stop signal followed by hot journal sign.  
(Hot journal sign is given by holding nose.  
(with right hand and pointing toward track with  
(left hand.

Wheel Sliding	)	
Broken Wheel	)	
Defective Truck	)	
Dragging Brake Connection	)	Stop
Lading Shifted Over Side	)	Signal
or End of Cars	)	
Swinging Box Car Door or Any	)	
other Dangerous Condition	)	

If a dangerous condition is observed and it is impossible to communicate signal to crew on the train, or if signal is not acknowledged; the train dispatcher must be notified as quickly as possible.

If entire train has been observed and there are no apparent defects, employes except crossing watchmen, will give proceed hand signal.



When trains are stopped under above conditions, the entire train must be inspected.

505(a). Train and engine crews must be observant of the condition of their trains and inspect them at frequent intervals while in motion. Trainmen will look back at the track frequently to see if damaged by dragging equipment and also at block signals and roadway structures to see if they have been struck by protruding objects on their train.

Should there be any indications of conditions endangering theirs or other trains they must take such action as will insure safety.

When trains are stopped and time permits, a walking inspection of both sides of the train must be made, when practicable, by conductors and trainmen.

When meeting or passing other trains and when passing offices, stations and points where crossing watchman, bridge guards, trackmen and other employes are working a trainman must position himself on the rear platform of caboose to receive, acknowledge and exchange signals.

When a train is stopped to meet or to be passed by other trains, trainmen must station themselves so both sides of passing trains can be observed.

505(b). A member of the train crew will ride in cupola or at observation window on each side of caboose, when their duties will permit.

A white light will be displayed at night outside of the observation window of caboose and at the window or inside the cab of engines at points where communications are to be handed on unless transmitters are used.

506. Company communication systems must not be used unnecessarily. Railroad mail will be used for Company business only.

507. Unauthorized persons must not be permitted to ride on trains.

508. All employes in engine, train or signal service, operators, clerk-operators, station agents, yardmasters, yard clerks, track car operators, motor vehicle operators and such others as may be designated by the management must pass a satisfactory vision, color-sense and hearing examination every two years of at more frequent intervals if required by the management.

Employes in engine and train service, whose vision requires the use of glasses, must be examined every year.

Train and engine service employes required to wear glasses for reading must have glasses with them while on duty.

Train and engine service employes requiring glasses for distant vision must wear them at all times while on duty.

Sunglasses authorized by and obtained through the company may be worn by employees whose duties require them to distinguish the aspects of signals. No other sunglasses are permitted.

509. Switches must be positioned for the dead rails over track scales when scales are not in use. Engines must not be operated over track scales, except on the dead rails.

510. In switching, when it is necessary to move cars being loaded or unloaded, notice must first be given to all persons in or about such cars. When such cars are moved they must be restored to the original location unless otherwise instructed.

511. When trains are stopped or delayed unexpectedly, conductor or engineer must promptly notify the train dispatcher.

512. Crews must not attempt to rerail any diesel unit without authority from the superintendent.

513. Not more than two engine units working may be used behind steel cabooses. Only one engine unit may be used behind other cabooses.

Horsepower must not exceed 3500 behind occupied cabooses.

If horsepower exceeds 3500, the caboose must be vacated and a stop must be made to detach pusher engines.

514. After completing work at a location, a member of the train crew, designated by the conductor, must ride the controlling unit of the locomotive to the next working point.

515. The placing of feet on cowl and windshield of diesel engines is prohibited.

516. All correspondence pertaining to rates of pay, time allowance or wages, insurance, meal tickets, watches, etc., must be addressed to the superintendent.

517. The signatures of conductors and engineers to all reports, forms, letters and messages must include their initials.

518. Angle cocks of charged air brake hose must be closed before separation is made.

519. After coupling engine to either end of train, coupling must be tested before air is coupled and cut in.

520. Chained cars must not be hauled in revenue trains without authority from the train dispatcher. Cars with draft rigging out of one end may be hauled behind caboose to the nearest point where repairs can be made.

521. Employes operating on the tracks of another railroad will be governed by its rules and regulations.

522. Foreign line trains piloted over this Company's tracks must be stopped and given into the charge of employes of the receiving line before entering or fouling the receiving line.

523. Employes must be constantly on the alert for fires along the right of way. When advised of or observing an engine discharging excessive fire and sparks special attention must be given to it. When fires are discovered they must be reported promptly to the train dispatcher, be extinguished if practicable and other such measures be taken as will prevent spreading.

524. When a fatal accident occurs, or a body is found on the right of way, a man must be left with the body until the coroner or a police officer arrives. Such body must not be moved except to move it out of the way of traffic.

525. Cars for loading or unloading revenue freight which are regularly placed on public delivery or private tracks must not be placed on other tracks without permission of the superintendent.



526. While the rules are sub-divided for convenience, they must be observed whenever they relate in any way to the proper discharge of duties of an employe.

527. The statutes of Pennsylvania and Ohio make it unlawful for any railroad company to block the passage of any public or private road or street crossing or to obstruct any such crossing with engines or cars. Neither cars nor engines shall be allowed to remain on such crossing or within thirty-five feet of the center of same.

### TRAIN DISPATCHERS

601. Train dispatchers report to and receive instructions from the chief train dispatcher.

602. Train dispatchers will supervise the movement of trains, anticipating their need for instructions. Only one person at a time is permitted to authorize train movements within the same territory.

603. Each train dispatcher before going off duty must enter in ink, in the book provided for that purpose, a transfer of all instructions relating to the movement of trains, including movements authorized by Form X, which have not been fully executed. He will also transfer information regarding verbal authorities for train movement granted under Rules 209-A, D-253, D-254(a) and 265(a), that have not been fully executed. The transfer will also contain any information concerning block signal and switch apparatus defects and any other unusual conditions.

604. Where Rule D-251 is in effect the train dispatcher must not authorize a movement against the current of traffic until he has cleared the track of trains and engines, has control of trains and engines within the limits of the diverting movement and has applied lever blocking devices to home signal levers governing movement of opposing trains to secure display of stop indications by the home signals involved or has provided flag protection.

605. Before authorizing working limits under the provisions of Rule D-254(a) the train dispatcher must know such limits are clear of trains or engines, or has arranged for proper protection as specified by Rule D-254(a).

Lever blocking devices, marked to denote time limits, must be applied to home signal levers governing entrances to the working limits to secure display of stop indications by the home signal involved.

In the event entrance to the working limits is not governed by home signals, the train dispatcher must arrange for protection against trains or engines entering working limits at such points.

606-A. Before the train dispatcher authorizes a train or engine to enter a main track as provided by Rule 263(a) he will, when practicable, establish flashing traffic to protect the movement.

606-B. To permit a train or engine to enter a block occupied by another train or engine through a non-electrically locked switch as provided by Rule 263(b) the train dispatcher will:

- (1) notify the train occupying the block of the intended movement and be advised that such train is stopped;
- (2) notify the train entering the main track or crossing over that the block is occupied, and then authorize the movement.

607. Before authorizing working limits in both directions on the same track per Rule 265(b) the train dispatcher must know the limits are clear of opposing trains or engines and protect against other trains and engines entering the working limits by establishing flashing traffic on the track or tracks involved. Lever blocking devices marked to denote time limits will be applied to secure flashing traffic until the train or engine is clear of the working limits.

608. Before authorizing a train or engine to pass a stop indication on single or twin tracks where Rules 261 through 267 are in effect the train dispatcher will:

- (a) check the functioning of the code circuits to determine if code indications are being transmitted and received properly;
- (b) position and code traffic lever for direction of movement;
- (c) position and code levers for entire route including next governing home signal in the route;
- (d) if next governing home signal fails to indicate clear, code traffic lever in center position to establish flashing traffic. If flashing traffic is obtained, the movement may then be authorized;
- (e) if the code circuits are not functioning properly, or if the next governing home signal does not clear per (c) or (d) above, or flashing traffic cannot be established, the train dispatcher must not authorize a train or engine to proceed until he knows the location of and has restricted the movement of the nearest opposing trains or engines.

609. Switches and signals must be operated sufficiently in advance of approaching trains to avoid delay. Signals must be cleared separately for each train or engine movement and signal control levers must be restored to stop position promptly after each movement.

610. When necessary to change any route for which the signals have been cleared for an approaching train or engine, switches or derails must not be changed or signals cleared for any conflicting route until the train or engine for which the signals were first cleared has been stopped.

611. The lever operating a switch or derail must not be moved when any portion of a train or engine is standing on or closely approaching the switch or derail.

612. If a track is obstructed, or if there is any damage to track or signal apparatus, or if any switch fails to function properly, or when signal apparatus is being repaired, the home signals governing movements in the territory involved must be restored so as to display stop indication and lever blocking devices applied to control levers for such signals, and also to dual control switch levers. No train movements may be permitted until all parts of the track and signal apparatus are known to be in a safe condition.

613. Not more than one Form "X" may be in effect at one time within the limits of a territory in which Rule 401 is in effect unless authorized by the superintendent.



## ENGINEERS

701. Engineers report to and will obey the instructions of the trainmaster. They will also obey the instructions of the assistant trainmaster, road foreman of engines and traveling engineer. They will obey the instructions of the yardmaster and their conductor in the assembling, switching and movement of trains. When working as hostler, they will report to and obey the instructions of the terminal foreman.

702. Engineers are responsible for the proper care and the safe and efficient operation of engines in their charge. They will be especially careful to avoid excessive speeds and impacts when switching cars and coupling to cars or train to prevent damage to lading and equipment.

703. Diesel units must not be moved through water at a speed in excess of 3 miles an hour and must not be moved through water more than 3 inches above top of rail.

704. The engineer is responsible for the vigilance and conduct of employes on the engine. He will see that they are familiar with their duties, instruct them when necessary in the proper observance of the rules and in the safe performance of their work. He will require them to observe fixed signals, hand signals and the position of switches also to read instructions and call to his attention conditions affecting the movement of the train or engine. Under conditions not provided for in the rules he must take every precaution for protection of the train or engine.

705. Engineers must exercise care and vigilance in operating their engines to prevent damage to property and injuries to persons and to prevent collisions and derailments.

706. When workmen are on or about the train or engine, engineers in hostler, wrecker or work train service must repeat all signals to move with the engine whistle before moving.

707. Engineers must look back frequently, especially while rounding curves, to detect any defects in their train and for signals, and must require other employes on engine to do likewise.

708. Engineers must not leave their engines unattended while on duty, except in case of necessity, and then only when relieved by a responsible employe.

When units are left unattended with engines running they must have hand brake applied, throttle lever in idle position, generator field switch open and the reverser lever must be removed from the control stand.

Diesel units left unattended with engine not running must have hand brake applied or wheels securely blocked.

While taking fuel, water or other supplies, engine brakes must be held applied.

709. Any engine discharging excessive fire or sparks must be reported to the terminal foreman at destination. All crew members must be so notified and be alert for fires that might be started as a result.

710. Whenever mechanical or other failures occur on engines in road service and train delay may result, the engineer must notify the train dispatcher as soon as practicable. In yard service such failure must be reported to the yardmaster.

The engineer will report all delays caused by engine failure or train stalling on proper form at termination of each run and forward to road foreman of engines.

He will personally make out and sign locomotive inspection and trip reports.

711. Engineers taking units out with flat spots on wheels or having flat spots develop enroute, must report same at first opportunity to the train dispatcher or yardmaster and on designated form when going off duty.

712. All engine room doors must be kept closed.

713. Engineers will control speed to avoid hazard to employes getting on or off cars or engines.

714. Engineers must not permit other employes to handle the engine except under their supervision. The engineer is responsible for the proper handling of the engine.

715. When serving as pilots engineers must operate the engine.

716. In all cases of engines being derailed, engineer will so report on designated form at the terminal at which the engine is delivered, showing the wheels involved and the direction the engine was moving when derailed.

## CONDUCTORS

(When applicable, the term "conductor" includes "yard foremen".)

801. Conductors report to and will obey the instructions of the trainmaster, they will also obey the instructions of the assistant trainmaster, road foreman of engines and traveling engineer. With respect to yard movements they will be governed by instructions of the yardmaster and at stations will obey the agent in performance of switching service. In passenger service they will comply with instructions issued by the accounting and treasury departments.

802. They are responsible for seeing that adequate flag protection is provided as required by rule.

803. They are responsible for the safety, prompt movement and proper care of their trains in full compliance with the rules, for vigilance and conduct of the men employed thereon, and must report any misconduct or neglect of duty.

They must see that the members of their crew are familiar with their duties and instruct them when necessary in the proper observance of the rules and safe performance of their work. They will arrange for two members of the train crew to be on the head end arriving at working points where the help of the second trainman is necessary to expedite the work. Under conditions not provided for by the rules they must take every precaution for protection.

804. They must comply with instructions governing the location in train of engines, placarded cars, or cars which because of their physical condition, or for other reasons, require special handling.



805. When cars are set off they must see that they are properly secured by hand brakes. Cars left short of destination due to defects or other causes must be reported to the superintendent.

806. Waybills must be obtained at originating point and delivered at destination in accordance with timetable instructions.

807. All loaded closed cars must be sealed before leaving point of shipment unless from a non-agency station, in which case, conductor must see that such cars are sealed at next point where seals are available.

Cars not provided with hasps or staples must not be loaded, or at least must not be forwarded until the appliances are installed. This may be deviated from in the following instances:

- (1) Cars with doors cleated open for ventilation.
- (2) Cars loaded with perishable freight or livestock accompanied by attendant.
- (3) Cars containing coal or coke or other low grade commodities when doorway barricades prevent closing of doors.

If for any reason it is necessary to break U. S. Government seals on a car, forward a report promptly to superintendent giving full waybill references, reason for breaking seals, the numbers of seals removed and new seals applied.

Conductors are responsible for seal security on all cars in their trains. If seals are broken, defective or improperly applied, conductors will have seals applied at the first opportunity. If conductor has no opportunity to apply seals, exception report must be made to yardmaster or agent at destination.

808. When switching or picking up cars the conductor will not take cars that are not in a safe condition, improperly loaded, overloaded or that exceed clearance limitations, unless movement is properly authorized, and will report all such cases to the yardmaster or chief train dispatcher.

809. The conductor will advise engineer when cars or equipment requiring movement at speed less than maximum authorized speed are included in consist.

When a car is discovered in a train, which in the judgment of the conductor requires movement at reduced speed, he will instruct his engineer accordingly and report the facts to the train dispatcher as promptly as possible.

810. Conductors will file all reports required, observing all instructions relative thereto.

811. Cars must be handled or switched in such a manner as will prevent damage to cars and lading from excessive impact.

812. Before leaving initial terminal, conductors of through freight trains must advise engineer number and position of loads and empties and tonnage of train and keep him informed of changes enroute.

813. Conductors are responsible for checking cars in their train except when advised by yardmasters or agents that cars have been checked.

814. When for any cause engines are cut out of trains, train crews will position all switches in turning or letting engines in or out of sidings.

Where rear engines are cut out they will put cabooses on train.

815. Train chains and rerailers must be replaced on engines and cabooses after having been used.

816. Stored cars must be left not less than 300 feet from each side of public highway crossings and not less than 150 feet from each side of private crossings. Cars must not be stored on bridges.

817. Conductors will notify train dispatcher immediately of any livestock killed or injured, giving location, kind and number.

Livestock observed on the right of way must be reported to train dispatcher as soon as possible.

## TRAINMEN

(When applicable, the term "trainmen" includes "yard helper" and "switch tender".)

901. Trainmen report to and will obey the instructions of the trainmaster. They will also obey the instructions of assistant trainmaster, road foreman of engines and traveling engineer. In the performance of their duties they are under the direction of their conductor. They will obey instructions of the yardmaster with respect to yard movements. While on engines they will also comply with the instructions of the engineer.

902. They must use hand brakes when necessary and assist the conductor in all things requisite for the safe and prompt movement of their trains.

903. They will maintain a constant lookout for defects on cars while their train is running and will promptly notify the conductor or engineer of any defects observed.

904. Trainmen must be familiar with signal aspects and indications and the rules that apply to the protection of their trains; understand the use of all signals and be prepared to use them promptly as prescribed by the rules.

## STATION AGENTS

1001. Station agents report to and will obey the instructions of the supervisor-agencies. They will also obey the instructions of the district agent, terminal agent, trainmaster, assistant trainmaster, road foreman of engines and traveling engineer. They will comply with instructions issued by the accounting, traffic, treasury and superintendent transportation departments and, concerning assignments, the supervisor assignments.

1002. Agents will acquaint themselves with the business and civic activities of the people among whom they are situated, use all proper means of securing traffic and of accommodating the public and promoting the best interests of the Company and will notify the superintendent and heads of appropriate departments of anything prejudicial or beneficial thereto.



1003. They have charge of the Company's business and are responsible for the care of records and for the proper use of buildings, sidings and grounds at their respective stations. They will not permit loitering on the premises.

1004. They have charge of and are responsible for the department of employes under their supervision.

1005. They must not divulge information relating to the Company's business or allow the books and records of the office to be examined by any person except the proper officers of the Company and properly accredited officers of the A.A.R., DOT or FRA.

1006. They must preserve order in and about their stations and keep the buildings and grounds connected with them clean, and the station platforms in proper condition for the safety of employes and patrons.

1007. They must see that cars left on sidings are not left where they will obstruct a view of a main track by persons approaching public crossings; that no lumber, timber, freight or other material is piled within 10 feet of the nearest rail of any main track or within 6 feet of the nearest rail of any side track.

1008. They will order all cars required for loading at their stations from the proper authority and will promptly secure disposition for empty cars.

1009. They must see that cars are properly loaded and that lading does not exceed authorized weights or dimensions and they will decline to accept improperly loaded cars from connecting lines. They must see that all lading on flat or gondola cars is securely fastened in accordance with A.A.R. rules.

1010. When a summons or other legal process against the company is served upon an agent, he will immediately notify the superintendent by telephone.

1011. They will not permit any advertising matter, other than that relating to the Company's business, to be posted in or about stations, or other structures located on the Company's property, without proper authority.

1012. Agents will promptly advise the superintendent of any unusual event of general interest or importance which occurs in the vicinity of their stations, such as fires, disasters, deaths of prominent persons, etc.

1013. Agents will promptly report to the supervisor-agencies needed repairs at their stations, all cases of attempted robbery, theft of property belonging to or in charge of the Company, damage to property by fire or storm and personal injury.

1014. Agents will keep the doors of freight houses closed and securely locked except when employes are present and will not permit the delivery of freight except by authorized employes.

1015. Agents must insure that care is exercised in the handling of freight to avoid damage to freight and injury to employes. Packages must be handled in accordance with labels designating "Glass", "Fragile", "This Side Up", etc. Freight should not be thrown or dropped and must be properly stowed and protected when loaded in cars.

## OPERATORS AND CLERKS

(When applicable, the term "Operator" includes "Clerk-Operator".)

1101. Operators and clerks report to and will obey the instructions of the supervisor assignments. They will also obey the instructions of the trainmaster, assistant trainmaster, road foreman of engines, traveling engineer, chief train dispatcher and train dispatcher. They will also obey the instructions of the agent and yardmaster with respect to clerical and other station and yard work.

1102. Unless excused by proper authority, an operator or clerk who is to be relieved by another operator or clerk must not leave the office until so relieved.

An operator reporting for duty at an office where no operator is being relieved will inform the train dispatcher when going on duty and if not relieved will also inform the train dispatcher when going off duty. This practice shall also be observed at the beginning and ending of assigned meal periods.

1103. The operator or clerk being relieved will instruct the relieving operator or clerk with regard to any unfinished business.

1104. They must see that their offices are kept in a neat and orderly condition; that their equipment is in good working order and must notify proper authority of any repairs needed.

1105. They must not permit loitering in or about their offices.

1106. All messages sent and received must be dated, timed and endorsed with the wire signs of the sending and receiving employes. Messages sent must be preserved for reference and those received delivered promptly. Messages received for officers of the Company, which are to be delivered to trains, must be enclosed in an envelope.

1107. They must consider the contents of all messages sent, received or overheard, as strictly confidential, and will not permit them to be read, except by those to whom addressed, or an officer of the Company. Such contents should not be made the subject of conversation or remark.

1108. Should any communication lines be broken or interrupted the employe on duty will notify the chief train dispatcher promptly.



## SAFETY RULES

1301. 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, when practicable, restore them to safe condition or report them to the proper authority.

1302. Employes must not go between the ends of equipment for the purpose of coupling or uncoupling or to adjust knuckles when equipment is in motion. When necessary to adjust couplers or to open knuckles by hand, the portions of the equipment to be coupled must be separated and stopped a sufficient distance apart to avoid possibility of accident due to slack action. They must not attempt to adjust coupler with foot. They must not go ahead of moving equipment to adjust couplers, open knuckles or to turn angle cocks.

1303. Employes must inform themselves as to the location of structures or obstructions where clearances are close.

1304. Do not walk on a track. Never cross tracks without first looking both ways. Never step on a rail. When crossing tracks around the end of standing equipment, cross a sufficient distance from equipment to avoid being struck if equipment should suddenly begin to move. Do not sit on rails or cross ties.

1305. Employes must not run on the track ahead of moving equipment to position switches.

1306. Employes must be ever alert for tripping, slipping and stumbling hazards between and along tracks.

1307(a). Before using hand brake, the brake platform, handle or wheel and chain should be examined for defects. Employes must not stand on couplers or end sills of moving equipment to apply or release hand brakes nor to ride from one point to another.

1307(b). When releasing hand brakes all parts of the body and clothing should be kept clear of moving or revolving parts.

1307(c). A brake club must not be used to apply or release gear-type hand brakes. If hand brakes cannot be released safely by one employe, assistance must be secured.

1308(a). Employes must not attempt to get on or off moving equipment at unsafe speeds. Signals must be given to reduce speed to a safe rate. Employes must not get on or off moving tank, flat or piggy-back cars.

1308(b). Before getting on or off moving equipment check for obstructions, footing, movements on adjacent tracks and other hazards.

1308(c). When boarding moving equipment a firm handhold must be obtained before foot is placed on step or stirrup.

1308(d). When getting off moving equipment face the direction of movement and retain a firm handhold until feet are on the ground. Never jump from moving equipment.

1308(e). Employes must not stand on the track in front of an approaching engine or car for the purpose of boarding the same.

1309. Employes will not ride on the leading footboard of an engine.

Engineers must not move the engine if an employe is on the leading footboard; and, should an employe position himself on the leading footboard of an engine in motion the engineer must stop the movement at once.

In either case the engineer must call the rule violation to the offender's attention and, if necessary, point out to him the dangers inherent in riding on the leading footboard.

1310. When ascending or descending ladders or steps, face the equipment, place ball of foot firmly on each step or rung and retain a firm handhold. Do not attempt to negotiate steps or ladders with lunch buckets, water cans, grips, etc., in hands.

1311. When descending from standing cabooses and engines employes must face the equipment and maintain a firm handhold until feet are firmly on the ground. Hands must be free of lunch buckets, water cans, grips, etc.

1312. When applying the hand brake on a box car or other type closed car the roof grab iron must be tested before weight is entrusted to it.

1313. Employes must expect the movement of trains, engines or cars, on any track, in either direction at any time.

1314. Arms or legs must not be placed inside or over the sides of cars loaded with pipe, poles, scrap or similar lading which might cause injury by shifting.

1315. Engine room doors must be opened and closed by use of the door handles to prevent hands and fingers being crushed or pinched in doorjamb.

1316. Employes must not attempt to clear clogged sand pipes by kicking or striking with the hand. A hammer should be used and the pipes tapped gently to avoid doing damage. Sand pipes must not be cleaned while engine is in motion.

1317. Employes on trains should be alert at all times for sudden stops or harsh slack action. When standing on rear platform of caboose or standing to look out rear of caboose a firm handhold must be retained.

1318. Broken knuckles and couplers or other materials must not be left lying on or near the track where they may constitute a tripping or stumbling hazard if it can be avoided.

1319. Do not pass between cars or engines that are standing close together without first making certain it is safe to do so.

1320. Employes must not climb on top of box cars or other closed cars, except cabooses.

1321. When riding on cars or engines, face in the direction of movement.

1322. When positioning switches and derails have feet firmly placed, keep body clear of switch lever travel and avoid placing undue strain on any portion of body.

1323. The platform chains of cabooses must be in place at all times. The safety bars or chains on the end platforms of engines must be properly positioned at all times.

1324. The nose doors of diesel units must be kept closed and bolted and must not be used for entry to or exit from engines while in motion.

1325. Extreme caution must be exercised when working with cars tagged as defective.

1326. Seat belts must be worn when riding in company vehicles.

## RAILROAD RADIO GENERAL AND OPERATING RULES

### GENERAL

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

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.

B. Radio communication systems are under the jurisdiction of the Federal Communications Commission. The Railroad Company And Its Employees Are Governed By The Commission's Operating Rules.

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.

### OPERATING RULES

1401. 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.

1402. 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.*

1403. No employe shall divulge or publish the existence, contents, purport, effect or meaning of any communication (distress communications excluded) except to the person 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 communications received direct or to any that may be intercepted.

1404. 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.

1405. 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.

1406. 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 each inquiry within 24 hours after receipt of notice.

1407. 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.

1408. Employes, except in yard operation, shall identify the radio station from which they are calling by prefacing their call with the railroad name, for example, "Bessemer Caboose No. 1965 calling Engine 702" "Bessemer Caboose 1965 calling Extra 703 south", or "Bessemer Engine 702 calling Caboose 1956".

1409. 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 employes concerned shall cooperate in handling their business by alternating calls and being as brief as possible.

1410. 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 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.

1411. All employes who operate or use a fixed radio station must successfully pass an examination on Railroad Radio General and Operating Rules. This examination will be given by railroad examiners. Under FCC Order No. 133, examinations are not required for operators of mobile or portable stations.

1412. Any adjustments to a radio transmitter must be made only by or under the supervision of an employe holding a first or second class license issued by the FCC.

1413. Any failure or unsatisfactory performance of radio equipment on engines or cabooses or at wayside stations must be reported to the superintendent by the employe in charge. Failure of Walkie-Talkie radios must be reported to the trainmaster's office at Albion.

1414. Whenever a CONELRAD Radio Alert is received the use of the radio must be discontinued until the "All Clear" is received except when necessary for the safe operation of trains. Geographical locations must not be given during alerts.

1415. North Bessemer mine crews and other crews assigned to work on Channel 2 must use that channel at all times except for establishing initial contact with train dispatcher.

1416. Walkie-talkie radios must be used on a specific assignment basis except at Albion. When one requires repairs or periodic frequency check, it must be exchanged at a terminal for a spare which will be used until assigned radio is returned.

At Albion walkie-talkie radios will be used on a pool basis. Crews tying up at Albion must put their walkie-talkies in the charging rack.

## RULES FOR THE OPERATION OF TRACK CARS

Unless otherwise specified these rules also apply to highway-rail type maintenance vehicles.

### GENERAL

1501. Track cars must not be used except for railroad business.

1502. No persons other than employes in the performance of their duties will be permitted to ride on track cars without authority from the engineer of track, engineer of bridges and buildings, signal engineer or superintendent.

1503. Only properly qualified employes may operate track cars. Self-propelled on-track machinery may be operated by non-qualified employes under the supervision of qualified personnel.

1504. A track car may not be used unless it is equipped with the following:

- 1 portable telephone
- 2 red flags
- 6 red fuseses

1505. All persons riding on track cars must be seated. They must not change their positions while car is in motion. Except in cases of emergency, employes will not dismount while track car is moving.

1506. Each employe should feel his responsibility in connection with the operation of track cars. A constant lookout must be obtained for obstructions on or near the tracks. When carrying two or more men, one shall face forward and another to the rear.

1507. Smoking is not permitted on track cars.

1508. Running gear, brakes and wheels must be carefully inspected before track cars are placed on track. Track cars found defective must be reported promptly and must not be used until repaired. Tools and equipment carried on track cars must be properly secured.

1509. Track cars, except the highway-rail type, must not be removed from track at highway crossings except in emergency. They must not be left on rails unattended whether on main tracks or other tracks. When removed from track, regulation clearance to track must be provided. When left unattended they must be properly secured.

1510. At night track cars must be stored in a proper building when available. When left outside they must be properly secured to prevent unauthorized use.

1511. Track car operators must be examined as to color sense, vision and hearing by a representative of the operating department.

1512. To become a qualified track car operator, employe must be examined on the Book of Rules, particular attention being given to the following:

Definitions: Main Track, Single Track, Double Track, Twin Tracks, Running Track, Passing Siding, Current of Traffic, Fixed Signal, Yard Speed, Signal Aspect, Signal Indication, Approach Signal, Home Signal.



Rules: F-7-8-9-11A-14(a), (b), (g), (j), (p), (r) - 26 - 35 - 36 - 99-101-101(a)-104-104(a)-104(h)-216(a)-217-295(d)-296-505.

Track car operators must carry with them copies of the Book of Rules and current timetable.

1513. Track car operators must carry reliable watches of a grade approved by the superintendent. At locations where a standard clock is available watches must be compared with it and adjusted before making initial trip. When making movements involving time limits, unless the track car operator has compared his watch with a standard clock, he will ask the train dispatcher for the time and adjust his watch accordingly.

Track cars must be operated on main and running tracks in strict accordance with the rules in the Book of Rules and timetable which are applicable.

### OPERATION OF TRACK CARS

1514. Except in emergencies, track cars must not leave their headquarters unless visibility is at least 2000 feet.

No running should be done between sunset and sunrise, nor when day signals cannot be plainly seen, except in cases of emergency when track cars will display one white light on the front and two red lights on the rear. Highway rail-type vehicles may display their electric lights.

1515. A distance of at least 500 feet must be maintained between track cars and trains or engines.

Track cars must not be fastened to the rear of trains or engines, and employes must not hold onto the rear of trains or engines while riding track cars.

1516. Employes are not permitted to ride on trailer cars; when tools or material are carried on a trailer they must be properly secured by sideboards or other means.

1517. Trailers must not be pushed ahead of track cars unless absolutely necessary and then only for short distances and at not more than 5 miles an hour.

1518. The speed of track cars must not exceed 25 miles an hour; highway-rail vehicles 35 miles an hour. Speed should be reduced on curves, approaching and passing over switches, running through yards and when passing trains on adjacent tracks. Speed must not exceed 3 miles an hour over power operated switches.

1519. Track cars must stop at all public highway crossings unless the way is seen to be clear and must not exceed a speed of 5 miles an hour over the crossings. Highway traffic will be given the right of way at all crossings unless flagman or crossing watchman is properly positioned or gates are lowered and highway traffic is stopped.

1520. Track cars must be operated on main and running tracks in yards expecting to meet an opposing movement or to find the track occupied with cars at any time. In yards, track cars must move at yard speed.

1521. On double track, track cars must not run against the current of traffic unless otherwise directed by train dispatcher. On twin tracks and where passing sidings are located movement must be made on the track designated by the train dispatcher.

1523. When entering or leaving main tracks, passing sidings, and running tracks, the track car operator must know that switches are restored to the proper position and secured.

1524. Track car operators must not handle switches in block signal territory without permission from the train dispatcher.

1525. Track car operators will check approach signal aspects in the direction of their movement and if a red over dark aspect is displayed, will communicate with the train dispatcher immediately.

1526. The following instructions must be observed in connection with getting permission to move:

- (a) Listen in on the line before talking,
- (b) When line is clear, announce name and location,
- (c) When operator or train dispatcher answers, request permission for movement as follows:

“Track car (number) requests permission to move from \_\_\_\_\_ to \_\_\_\_\_.”

- (d) After permission to move has been granted the instructions must be repeated to the operator or train dispatcher.
- (e) Upon completion of the move authorized track car operator must so advise the operator or train dispatcher as follows:

“Track car (number) has arrived (or is in the clear) at (location) at (time),” giving name.

1527. Track car operator will acquaint other occupants of track car with movements authorized.

1528. Track car movements on main tracks or passing sidings, other than in yards where Rule 93 is in effect, must be authorized by the train dispatcher. Movements on main tracks in yards where Rule 93 is in effect and on all other tracks in yards must be authorized by the yardmaster. Yards where Rule 93 is in effect will be designated in the timetable.

1529. Section foremen will obtain the lineup of trains each working day whether same is to be used or not. They will listen in on the train dispatcher's line at the designated time, and after lineup is given, will answer with their name in sequence from north to south.

Track car operators must understand that the lineup is given as a matter of information only and does not relieve them of providing proper flag protection whenever and wherever required.

After lineup is given additional trains may be run, or trains on the lineup may make better time than anticipated.

1530. Track car operators, when requesting permission to make movements, must advise the train dispatcher of any conditions that may prevent them from making normal running time such as heavily laden track car, towing other track cars or trailers, unloading material, making stops, bad weather or track conditions, etc.



1531. In block signal territory track car operators must not request permission to make a movement extending beyond a home signal. When such movements are made additional permission must be obtained at each home signal.

1532. Where staff system operation is in effect track car movements may be made only as authorized by the train dispatcher.

1533. Block signals must not be given nor accepted as authority to make track car movements.

#### TRAIN DISPATCHER

1534. Train dispatchers must not authorize track car movements unless there is ample time for the track car operator to place his car on the track, make the movement and remove his car with time to spare. Track cars must not be permitted to move closely ahead of following trains.

1535. Protection against opposing movements on single and twin tracks will be provided by attaching lever blocking devices to traffic levers. Traffic must be established in the direction of movement.

1536. Track cars will not be given protection against following movements except in cases of emergency when it will be done by attaching lever blocking devices to signal levers in stop position.

1537. Track car movements in staff system territory must not be authorized until the staff has been removed from its proper location and secured in a place inaccessible to train and engine crews by a responsible employe designated by the train dispatcher.

#### FOREMEN

1538. Foremen in charge of track cars will be held responsible for proper care, maintenance and safe operation of same.

1539. Track cars must not be run in a closed car house due to the danger of carbon monoxide gas in the exhaust. Open flame of any description must not be permitted on or around a track car or gasoline storage tanks at any time.

1540. Fuel tanks must not be filled while engine is running.

1541. The use of fire for the purpose of heating engine or carburetor of track cars is prohibited.

1542. When a track car is prepared for shipment all gasoline must be removed from tank and carburetor.

