

**LAKE SUPERIOR & ISHPEMING  
RAILROAD COMPANY**

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**RULES**

For the Government of the  
Operating Department and Other  
Departments Where Applicable

Nº 631

THIS BOOK

IS THE PROPERTY OF THE

**LAKE SUPERIOR & ISHPEMING  
RAILROAD COMPANY**

AND IS LOANED TO

NAME	EMPLOYED AS

Who hereby agrees to return it to the proper  
officer when called for, or upon  
leaving the service

**Lake Superior & Ishpeming  
Railroad Company**

The rules herein set forth govern the railroad operated by the Lake Superior & Ishpeming Railroad Company. These rules, where applicable, govern all classes of employes, non operating as well as operating. They take effect May 1, 1964, superseding all previous rules and instructions inconsistent therewith. Special instructions may be issued by proper authority.

*R. H. MORRISON,  
Vice President and  
General Manager*

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## GENERAL NOTICE

Safety is of first importance in the discharge of duty.

Obedience to the rules is essential to safety.

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.

In case of doubt adopt the safe course.

Employees, in accepting employment, assume its risk.

## GENERAL RULES

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

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

Note: This rule pertains particularly to dispatchers, yardmasters, conductors, yard foremen, switchmen, brakemen, engineers, and firemen.

B. Employees must be conversant with and obey the rules and special instructions. If in doubt as to their meaning, they must apply to the 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. Accidents, failure in the supply of water or fuel, defects in track, bridges, signals, or any unusual conditions which may affect the movement of trains, must be promptly reported to the proper authority.

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

G. The use of intoxicants or narcotics by employees subject to duty, or their possession or use while on duty, is prohibited.

H. Smoking is prohibited in storehouse, freight houses, and other buildings where designated by signs.

J. Employees who are negligent, insubordinate, dishonest, immoral, or quarrelsome, or who conduct themselves in such a manner that might bring discredit to the Railroad Company will not be retained in the service.

K. To avoid annoyance to the public, employees and others authorized to transact business at stations and on or about trains, must be courteous, orderly and quiet.

L. In case of danger to the company's property, employees must unite to protect it.

M. Employees must exercise care to avoid injury to themselves or others by observing the condition of equipment and the tools which they use in performing their duties and, when found defective, will, if practicable, put them in safe conditions, reporting defects to the proper authority. They must inform themselves as to the location of structures or obstructions where clearances are close. They must expect trains to run at anytime, on any track, in either direction. They must not stand on the track in front of an approaching engine or car for the purpose of boarding the same.

## DEFINITIONS

**APPROACH SIGNAL** — A fixed signal used in connection with one or more signals to govern the approach thereto.

**CENTRALIZED TRAFFIC CONTROL** — An automatic block system upon which is superimposed manual control of certain signals and switches, which manual control is exercised by the train dispatcher, or operator acting upon authority of the train dispatcher, to direct the movement of trains, without the use of train orders, over routes and through blocks on a designated section of track or tracks by signal indications which supersede the superiority of trains.

**DUAL CONTROL SWITCH** — A switch provided with a power mechanism having a hand throw lever and a selector lever so arranged that selection can be made between power and hand operation.

**DWARF SIGNAL** — A low home signal.

**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.

**EXTRA TRAIN** — A train not authorized by a time table schedule. It may be designated as —

**EXTRA** — For any extra train except a work extra.

**WORK EXTRA** — for work train extra.

**FIXED SIGNAL** — A signal of fixed location indicating a condition affecting the movement of a train or engine, such as a switch, train order signal, interlocking signal, yard limit signs and speed signs.

**HOME SIGNAL** — A fixed signal at the entrance of a route or block to govern trains entering and using that route or block.

**INTERLOCKING** — An arrangement of signals and signal appliances so interconnected that their movements must succeed each other in proper sequence and for which interlocking rules are in effect. It may be operated manually or automatically.

**INTERLOCKING LIMITS** — The tracks between the home signals of an interlocking.

**INTERLOCKING SIGNALS** — The fixed signals of an interlocking.

**INTERLOCKING STATION** — A place from which an interlocking is operated.

**MAIN TRACK** — A track extending through yards and between stations, upon which trains are operated by time table or train orders, or both.

**MARKER** — A signal to indicate rear of train. If train is not equipped to display the standard markers, a red flag may be used by day and a red light by night.

**PILOT** — An employe assigned to a train when the engineman or conductor, or both, are 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.

**REGULAR TRAIN** — A train authorized by time table schedule.

**RESTRICTED SPEED** — Proceed prepared to stop short of train, obstruction, or switch not properly lined and to look out for broken rail, but not exceeding twenty miles per hour.

**SCHEDULE** — That part of a time table which prescribes class, direction, number and movement for a regular train.

**SIDING** — A track auxiliary to the main track for meeting or passing trains.

**SINGLE TRACK** — A main track upon which trains are operated in both directions.

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

**STATION** — A place designated on the time table by name.

**SUPERIOR TRAIN** — A train having precedence over another train.

**TIME SPACING** — A method of spacing trains on interval of time.

**TIME TABLE** — The authority for the movement of regular trains subject to the rules. It contains classified schedules with special instructions relating to the movement of trains.

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

**TRAIN REGISTER** — A book or form which may be used at designated stations for registering the time of arrival and departure of trains and such other information as may be prescribed.

**TRAIN OF SUPERIOR CLASS** — A train given precedence by time table.

**TRAIN OF SUPERIOR DIRECTION** — A train given precedence in the direction specified by time table as between opposing trains of the same class.

**TRAIN OF SUPERIOR RIGHT** — A train given precedence by train order.

**YARD** — A system of tracks within defined limits provided for the making up of trains, storing of cars and other purposes, over which movements not authorized by time table, or by train order, may be made, subject to prescribed signals and rules, or special instructions.

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

**STANDARD TIME**

1. Each conductor, engineman, brakeman, fireman, yardmaster, assistant yardmaster, yard engine foreman, engine dispatcher and train dispatchers must carry, while on duty, a reliable railroad grade watch for which there must be a prescribed certificate on file with the chief dispatcher. This certificate must be renewed every six months.

2. Watches of conductors, enginemen, yardmasters and yard engine foremen must be compared with a standard clock before commencing each day's work. The location of standard clocks will be shown in the time table. The time when watches are compared must be registered on a prescribed form.

Conductors, yardmasters and yard engine foremen who do not have access to a standard clock, must obtain correct time from the train dispatcher daily before commencing their work, if practicable. In case it is not practicable at the point where trip or day's work is to be started to obtain time from a standard clock, from the train dispatcher or compare their watches with conductors and enginemen who have standard time and have registered, **standard time must be obtained at the first point available.**

2a. Conductors and enginemen must compare time with each other before starting on each trip or commencing the day's work. Conductors will compare time with their trainmen, yard engine foremen with their enginemen and enginemen with their firemen.

**TIME TABLES**

3. Each time table, from the moment it takes effect, supersedes the preceding time table, and its

schedules take effect at the leaving time at their initial stations.

Schedules date from their initial stations.

Not more than one schedule of the same number and day will be in effect.

4. Notice of new time tables will be bulletined. Chief Dispatcher must know that each conductor and engineman has copy of new time table before it takes effect.

5. Not more than two times are given for a train at any station; where one is given, it is, unless otherwise indicated, the leaving time; where two, they are the arriving and the leaving time.

The time applies at the switch where an opposing train clears. Where there is no switch, it applies at the station.

Schedule meeting or passing stations are indicated by figures in full-faced type.

Both the arriving and leaving time of a train are in **full-faced type when both are meeting** or passing times, or when one or more trains are to meet or pass it between these times.

**SIGNALS**

6. 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.

7. Signals must be given and acted upon in accordance with the rules. Trainmen, yardmen, enginemen and others must keep a constant lookout for signals. Those giving signals must locate them-



selves so as to be plainly seen, make them in such a manner as to be definitely understood and, when practicable, make them on the engineman's side. The utmost care must be exercised by trainmen, yardmen and enginemen to avoid taking signals that may be intended for other trains or engines. Unless trainmen, yardmen and enginemen are positive that signals given are for them, they will not move until proper understanding is assured.

7a. When backing or shoving a train, engine or cars, the disappearance from view of employe or light by which signals are given, must be construed as a stop signal.

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.

## 10. COLOR SIGNALS

Color	Indication
(a) Red	Stop
(b) Green	Proceed, and for other uses prescribed by the rules.
(c) Orange	Proceed with caution, and for other uses prescribed by the rules.
(d) Blue	See Rule 24.

10e. A red light may be used as the marker on signals.

10f. An orange signal (rule 10(c) placed near the track and to the right of the track indicates that the track 2500 feet distant is in condition for a speed of not more than 10 miles per hour, unless a different speed is specified by train order or bulletin notice. A green signal (rule 10(b) will indicate the end of slow tracks. The entire train must pass over the designated location at the specified speed. When practicable the flagman will give proceed signal when rear of train has passed the green signal.

11. A train or engine finding a fusee burning on or near its track must stop and extinguish the fusee and then must run at restricted speed for at least one-half mile.

11a. Fusees must not be placed on bridges, depot platforms or where they are liable to create a fire hazard.

## 12. HAND, FLAG AND LANTERN SIGNALS

- (a) STOP—Swung at right angle to the track.
- (b) REDUCE SPEED—Held horizontally at arm's length.
- (c) PROCEED—Raised and lowered vertically.
- (d) BACK—Swung vertically in a circle at right angle to track.
- (e) APPLY AIR BRAKES — Swung horizontally above head, when standing.
- (f) RELEASE AIR BRAKES—Held at arm's length above the head, when standing.
- (g) Any object waved violently by anyone 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 brakes.
(b) —	Release brakes. Proceed.
(c) — o o o	Flagman protect rear of train or engine.
(d) — — — — —	Flagman return from west as prescribed by Rule 99.
(e) — — — — —	Flagman return from east as prescribed by Rule 99.
(f) o o	Answer to any signal not otherwise provided for.
(g) o o o	When standing, back. Answer to 12(d).
(h) o o o o	Call for signals.
(i) — — o —	Approaching public crossings at grade, to be started at, or in advance of, standard whistling post and prolonged or repeated until engine passes over crossing.
(j) — — — — —	Approaching stations, junction, and railroad crossings at grade. Also approaching curves where view is obscured.
(k) — — o	Approaching meeting or waiting points. See Rule 90.
(l) o —	Inspect train line for leak or for brakes sticking.
(m) Succession of short sounds	Alarm for persons or live-stock on track.

15. The explosion of two torpedoes is a signal to proceed at restricted speed for a distance of one mile from point where torpedoes were exploded. The explosion of one torpedo will indicate the same as two but the use of two is required. Torpedoes must not be placed at stations, on public crossings, or where they might cause injury.

17. The standard white headlight must be displayed brightly to the front of every train, and by yard engines in the Ishpeming Yard limits when moving from one switching area to another, by day and by night.

When a train or engine turns out to meet another train or engine, the white headlight must be kept burning until entire train or engine is clear of main track and must be extinguished when train or engine has stopped entirely clear of main track, or is standing to meet a train or engine at a junction.

When headlight is displayed by a train or engine on siding at meeting point, it is an indication that main track is obstructed and an opposing train or engine must stop and not proceed until it is known that track is clear. The movement must be protected by a flagman until the main track is clear.

When a train or engine heads into a siding to clear the main track and for any reason its headlight cannot be seen by an approaching train or engine, or when using an impaired or defective headlight, the movement must be protected by a flagman until the main track is clear.

It must be dimmed (except when approaching public crossings at grade):

- (1) Approaching and passing head end and rear end of trains, and engines standing or moving on adjacent tracks.

- (2) While passing through yards where yard engines are employed.
- (3) Approaching signals indicating train orders, junctions, terminals, or meeting points, or while standing on main track awaiting arrival of an approaching train or engine that is to take siding but not until approaching train or engine dims its headlight.
- (4) At other times to permit passing of signals or when safety of employes or others require it.

17a. At night, should the headlight fail enroute, the train or engine must immediately stop, and if possible, repair the headlight before proceeding. If it is found impossible to repair the headlight and it is necessary to use an improvised headlight, the train or engine will not exceed ten miles per hour over highway crossings, through cities, towns and freight yards; bell must be rung continuously and whistle signal 14(i) sounded as often as necessary to insure safety.

17b. When an engine is running backward, a white light must be displayed on the leading end.

17c. Yard engines will display standard white headlight to the front and rear by night. When not provided with a headlight to the rear a white light must be displayed. The headlight should be extinguished on the end coupled to cars.

At night, road engines without cars standing or moving on other than main track within yard limits, must display a white light on the leading and trailing ends.

17d. Headlights must be tested by engineman before leaving roundhouse at initial terminal.

17e. Display of headlights does not relieve engine-men or trainmen from protecting train in accordance with Rules 99 and 102.

19. The following signals will be displayed, one on each side of the rear of the train: By day, marker lights not lighted. By night, green lights to the front and side, and red lights to the rear.

20. Unless otherwise provided, extra trains will display two white lights by night or by day, in the places provided for that purpose on the front of the engine.

21. When two or more engines are coupled, each engine shall display the signals as prescribed by Rule 20 and the leading engine only will give and answer signals.

22. One light displayed where in Rule 20 two are prescribed will indicate the same as two; but the proper display of signal is required.

23. When cars are pushed by an engine, except when shifting or making up trains in yards, a white light must be displayed on the front of the leading car by night.

24. A blue flag by day and a blue light by night, 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. Workmen will display the blue signals, and the same workmen are alone authorized to remove them. Other cars must not be placed on the same tracks so as to intercept the view of the blue signals, without first notifying the workmen.

When emergency work is to be done under or about the cars in a train and a blue signal is not available, the engineman and fireman will be notified and protection given those engaged in making repairs.

24a. All tracks regularly or temporarily assigned to repair of cars must be protected for such use by a blue signal. Before tracks assigned to repair of cars are switched, yardmen must know that all employes are out of danger.

#### USE OF SIGNALS

25. A signal imperfectly displayed, or the absence of a signal at a place where a signal is usually shown, must be regarded as the most restrictive indication that can be given by that signal, except that when the day indication of a semaphore signal is plainly seen it will govern.

A signal imperfectly displayed or the absence of a signal at a place where a signal is usually shown, must be promptly reported to the Chief Train Dispatcher.

Engine or train crews using a switch where the switch light is imperfectly displayed or absent must, if practicable, correct or replace the light.

26. When a signal, except a fixed signal, is given to stop a train or engine, it must, unless otherwise provided, be acknowledged as prescribed by Rule 14f.

27. The engine bell must be rung when an engine is about to move, when workmen are about, and while approaching and passing public crossing at grade and all stations, villages and cities.

28. The whistle must be sounded at all places where required by rule or law.

28a. The unnecessary use of either the whistle or the bell is prohibited.

29. All members of train and engine crews must, when possible to observe same, communicate to each other by its name the indication of all signals affecting the movement of their train.

30. The following signals will be used by flagmen:

Day Signals—A red flag, torpedoes and fuses.

Night Signals—A white light, torpedoes and fuses.

#### SUPERIORITY OF TRAINS

71. A train is superior to another train by right, class and direction.

Right is conferred by train order; class and direction by time table.

Right is superior to class or direction.

Direction is superior as between trains of the same class.

72. Trains of the second class are superior to extra trains.

73. Unless otherwise provided eastward trains are superior to trains of the same class in the opposite direction.

### MOVEMENT OF TRAINS

82. Time table schedules, unless fulfilled, are in effect for twelve hours after their time at each station.

Regular trains more than twelve hours behind either their schedule arriving or leaving time at any station lose both right and schedule, and can thereafter proceed only as authorized by train order.

83. A train must not leave its initial station, or a junction, until it has ascertained whether all trains due, which are superior, have arrived or left.

Stations at which train registers are located will be designated by time table.

83a. When a train is restricted for an opposing extra train, at a register station, the restricted train must not leave unless the extra train has been seen and identified or a train order is received superseding or annulling the restriction, or stating that the extra train has arrived.

83b. When a train is detoured it must comply with Rule 83 before re-assuming its schedule, and must report to dispatcher for orders.

83c. A train must not leave its initial station without clearance form 111, unless initial station is a non-communicating station or the office is closed.

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

85. Trains of one schedule may pass trains of another schedule of the same class. Third class trains may pass and run ahead of second class trains. Extra trains may pass and run ahead of second and third class trains and extra trains.

86. Unless otherwise provided, an inferior train must clear the time of a superior train, in the same direction, not less than five minutes.

87. An inferior train must keep out of the way of opposing superior trains, and failing to clear the main track by the time required by rule must be protected as prescribed in Rule 99.

87a. Extra trains must clear the time of opposing regular trains not less than five minutes unless otherwise provided, and will be governed by train orders with respect to opposing extra trains.

88. At meeting points between extra trains, the train dispatcher will specify which train will take siding.

Trains must pull into the siding when practicable; if necessary to back in, the train must first be protected as prescribed by Rule 99, unless otherwise provided.

89. At meeting points the inferior train must take the siding and clear the time of the superior train not less than five minutes, except at schedule meeting points between trains of the same class, where the inferior train must clear the main track before the leaving time of the superior train.

The superior train must stop at schedule meeting points with trains of the same class, unless switch is properly lined and track clear. The inferior train must pull into siding when practicable. If necessary to back in, unless otherwise provided, it must be protected as prescribed by Rule 99.

Trains must stop clear of the switch used by the train to be met in going in on siding.

90. The engineman of each train will give signal 14(k) at least one mile before reaching a meeting or waiting point. Should the engineman fail to give signal 14(k) as herein prescribed, the conductor must take immediate action to stop the train.

90a. When trains meet or pass by train order or time table schedule, conductors must inform each other verbally what trains they are, and enginemen must satisfy themselves as to their proper identity.

91. Trains in the same direction will be spaced ten minutes apart.

92. A train must not leave a station in advance of its schedule leaving time.

93. Yard limits will be designated in the time table and indicated by yard limit signs.

Within yard limits, second class trains, extra trains and engines, may use the main track without protection as prescribed by Rule 99, except when handling occupied company service cars.

Second class, third class, extra trains and engines must move within yard limits at restricted speed, unless main track is seen or known to be clear.

94. Second class trains, extra trains, and engines, may occupy the main track at stations, between station mile-boards, protecting against scheduled trains only, and extra trains must approach all stations prepared to stop, expecting to find the main track occupied between station mile-boards. When possible, trains will be notified of following extra trains by train order in the following form:  
*After—M, protect against Extra—East (or West).*

Trains receiving this order will, after the specified time, protect as prescribed by Rule 99.

Where yard limit signs are indicated, Rule 93 will govern.

95. Unless otherwise provided, extra trains must not be run without train orders.

96. Trains and engines must approach junctions and railroad crossings at grade, prepared to stop, unless the switches are properly lined, signals indicate proceed, and track is clear. When required by law, trains must stop.

97. After making stop for railroad crossing at grade, trains and engines will move to crossing at restricted speed. Where conditions require, a flagman must be sent ahead to protect the movement.

99. When a train or engine stops under circumstances in which it may be overtaken by another train or engine, the flagman must go back immediately with flagman's signals a sufficient distance to insure full protection, placing two torpedoes and, when necessary, in addition, displaying lighted fuses. When recalled and safety to the train or engine will permit, he may return.

When the conditions require, he will leave the torpedoes and a lighted fusee.

The front of the train or engine must be protected in the same way when necessary by a trainman, engineman, or fireman.

When a train or engine is moving under circumstances in which it may be overtaken by another train or engine, the flagman must take such action as may be necessary to insure full protection. By night, or by day, when the view is obscured, lighted fuses must be thrown off at proper intervals.

When day signals cannot be plainly seen owing to weather or other conditions, night signals must also be used. Conductors and Enginemen are responsible for the protection of their train or engine.

99a. When a flagman goes back to protect a train or engine at night, or in obscure weather, he will place a lighted fusee in the center of the track five hundred feet back of the rear of the train or engine and then continue to go back until proper distance is reached to insure full protection.

If a following train or engine is in sight or hearing before the flagman has reached a point insuring full protection, he must at once place two torpedoes on the rail, and at night or in obscure weather, or if the view is obscured, he will, in addition, display a lighted fusee and continue toward the approaching train or engine displaying stop signals until they are answered.

In placing torpedoes, they will be securely fastened to the top of the rail on the engineman's side two hundred feet apart, and, when practicable, not closer than five hundred feet to a whistling post.

99b. An engineman, finding it necessary from any cause to reduce speed or stop at any unusual place, will sound the whistle signal 14(c).

99c. A train or engine moving contrary to its normal direction without proper authority, must be preceded by a flagman sent far enough in advance of the movement to insure absolute protection.

100. When a flagman goes back to protect the rear of the train or engine and is left behind, another trainman must take his place on the train or engine.

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

When conditions are found which may interfere with the safe passage of trains or engines at normal speed and no protection has been provided, such action must be taken as will insure safety, and report must be made to the train dispatcher.

101a. When it is necessary for the train dispatcher to issue instructions restricting the speed of a train, due to condition of track, bridges or to other causes, such instructions must be in train order form.

102. When a train or engine 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 movement of trains or engines.

103. When cars are pushed by an engine, except when shifting or making up trains in yards, a trainman must take a conspicuous position on the leading car, and when switching over public crossings at grade not protected by a watchman or gates, a member of the crew must protect the crossing, but will not place himself in such a position on the crossing as to endanger his own safety.

Cars on yard or industrial tracks should be properly secured by hand brakes to prevent them from running off the end of stub tracks or running out to foul adjacent tracks, when other cars are switched against them.

When necessary to control cars by hand brakes, it must be determined that the hand brakes are in working order and effective before cars are cut off.

When shoving cars, it must be known that there is sufficient space on the track to hold the cars.

Before shoving cars, it must be known that sufficient hand brakes are applied, either on the cars which may already be on the track or on the cars which may already be on the track or on the cars to be shoved, to prevent cars from running out at the opposite end of track, should any of the cars become detached. When shoving cuts of cars, the cars must be coupled and the slack pulled to insure that all couplings have been made. When necessary, a member of the crew must ride the leading car in order to afford protection to the movement.

Conductors and yard foremen will be held responsible for seeing that movements such as described above are performed in a safe manner.

103a. No car containing passengers or employes must be switched unless coupled to the engine and air brakes in use.

103b. Should train or enginemen observe that highway crossing signals or gates are not operating properly, the fact should be reported to chief train dispatcher.

104. Conductors are responsible for the position of switches used by them and their trainmen, except where switch tenders are stationed. Switches must be properly lined after having been used.

A switch must not be left open for a following train or engine unless in charge of a trainman of such train or engine.

When practicable, the engineman must see that the switches near the engine are properly lined.

A train or engine must not foul a track until switches to be used in the movement are properly lined. When waiting to cross from one track to another and during the approach or passage of a train or engine on tracks involved, all switches connected with the movement must be secured in normal position. Both switches of a crossover must be opened before the crossover movement is started. After movement is completed and clear of main track involved, both switches must be immediately restored to their normal positions.

104a. Employes must not unlock or stand within twenty feet of a main track switch on the approach or during the passing of any train, or engine and when practicable, will stand on the opposite side of the track from the switch lever.

Main track switches or others, provided with locks, must be kept locked when not in use. Derails, except when track is being used, must be kept in derailing position and locked.

After using a switch, it must be seen that points fit and it is properly secured.

104b. Main track switches, when set for siding, junction track, or crossover will show a red light, or red target, or both. When set for main track will show white target or green light, or both.

104c. Spring switches will be identified by a disc on the switch stand having block letters "SS" on a white background mounted at right angles to the red target.



Trailing movements against the normal position of a spring switch may be made without throwing the switch, but, after such a movement has been started, a reverse movement must not be made unless the entire train, or detached portion of a train or engine has passed completely through the switch, or the switch has been thrown by hand in the ordinary manner.

Where there is no signal protecting trailing movement to a main track through a spring switch, or when a signal governing movement to main track indicates Stop, the main track must not be fouled until it is seen that track is clear and protection is afforded, as per Rule 99, against following trains or engines on that track.

104d. When switching is to be done over a spring switch, the switch will be thrown from the switch stand in the ordinary manner.

105. Trains or engines using a siding must proceed expecting to find it occupied.

106. Both the conductor and the engineman are responsible for the safety of the train or engine and the observance of the rules, and under conditions not provided for by the rules, must take every precaution for protection.

106a. When pilots are assigned to a train or engine their responsibility with respect to safety of the train or engine and the observance of the rules, orders, and special instructions will be the same as the conductor and engineman. When one pilot is assigned to a train or engine he will take position on the engine. When two pilots are assigned, one will take position on the engine.

## RULES FOR MOVEMENT BY TRAIN ORDERS

201. For movements not provided for by time table, train orders will be issued by authority and over the signature of the chief dispatcher, and only contain information and instructions essential to such movements.

They must be brief and clear; in the prescribed forms when applicable; and without erasure, alteration or interlineation.

Figures in train orders must not be surrounded by brackets, circles or other characters.

202. Each train order must be given in the same words to all employes or trains addressed.

203. Train orders must be numbered consecutively each day, beginning at midnight.

204. Train orders must be addressed to those who are to execute them, naming the place at which each is to receive his copy. Those for a train or engine must be addressed to the conductor and engineman, and also to anyone who acts as its pilot. A copy for each employe addressed must be supplied by the operators or dispatcher.

Orders addressed to operators restricting the movement of trains or engines must be respected by conductors and enginemen the same as if addressed to them.

204a. When a train has more than one engine in service, each engineman must be provided with copies of all train orders and clearances.

205. Each train order must be written in full in a book provided for that purpose at the office of the chief train dispatcher; and with it recorded the names of those who have signed for the order; the time and signals which show when and from what offices the order was repeated and the responses transmitted; and the train dispatcher's initials. These records must be made at once, and never from memory or memoranda.

206. In train orders, regular trains will be designated by number as "No. 10". Extra trains will be designated by engine numbers, the direction and name of conductor as "Extra 798, 'East' or 'West' Smith".

For the movement of an engine of another company, the initials will precede the engine number.

Even hours as "10:00 A.M." must not be used in stating time in train orders.

In transmitting train orders by telegraph, time will be stated in words and duplicated in figures. The words duplicating the figures will be written upon train orders and in the train order book.

206a. When a train order is sent by radio, the dispatcher will contact those who are to copy the train order. Each series of transmissions should consist of no more than six words and the transmitter shut off between each series so that the receiver may break in for clarification or correction if necessary. The repeating of the order is to be handled in the same manner.

In transmitting train orders by voice, the names of stations must be plainly pronounced, and then spelled, letter by letter, thus Chatham, C-h-a-t-h-a-m;

all numerals must first be pronounced and then followed by spelling thus: 1-0-5, o-n-e n-a-u-g-h-t f-i-v-e. The letters duplicating names of stations and numerals will not be written in the order book nor upon train orders.

When train orders are transmitted by telegraph, the train dispatcher must underscore each word and figure at the time it is repeated. When transmitted by voice, he must write the order as he transmits it and underscore as prescribed above.

207. To transmit a train order, the signal "19" followed by the direction must be given to each office addressed, the number of copies being stated, thus "19 West, copy 5" or "19 East, copy 3".

208. A train order to be sent to two or more offices must be transmitted simultaneously to as many of them as practicable. When not sent simultaneously to all, the order must be sent first to the superior train.

The several addresses must be in the order of superiority of trains, each office taking its proper address.

A train order must not be sent to a superior train at the meeting or waiting point if it can be avoided. When an order is so sent, the fact will be stated in the order and special precautions must be taken to insure safety.

208a. A train that is advanced to a station where the opposing train gets the order at the meeting or waiting point, must approach that station expecting to find a train receiving the order on the main track and must not pass the point where delivery of the order to the opposing train is to be made except under adequate flag protection.

208b. When a train order Form B is sent, it must, when practicable, include the operator at the point where the rights of the train are restricted.

208c. When a train order, restricting the superiority of a train is issued for it at the point where such superiority is restricted, the train must be brought to a stop before clearance form is "ok'd" by the train dispatcher and delivered.

208d. When a train order is issued for trains to meet at a specified station directing which train will take siding, and it is desired to change meeting point, the second order will state specifically which train will take siding at the new meeting point.

209. Operators receiving train orders must write or typewrite them in manifold during transmission. They must retain a copy of each train order. The time, complete, and the signature of the operator must be in his handwriting.

210. When a train order has been transmitted, operator must, unless otherwise directed, repeat it at once from the manifold copy in the succession in which the several offices have been addressed. When the order has been repeated correctly, the response "complete" and the time with the initials of the Chief Train Dispatcher will be given by the train dispatcher. The operator receiving this response will then write on each copy the word "complete"; the time, and his last name in full and personally deliver a copy to each person addressed. But when delivery to engineman will take the operator from the immediate vicinity of his office, the engineman's copy will be delivered by the conductor or brakeman.

Enginemen must show train orders to firemen and, when practicable, to forward trainman. Conductors must show train orders, when practicable, to trainmen. Firemen and trainmen must insist on seeing, and are required to read train orders and Clearance Form 111 at first opportunity, and, if necessary, remind enginemen and conductors of their contents.

211. Clearance Form 111 must be filled out by the operator before clearing a train, showing thereon, without erasure or alteration, the date and address, total number of orders and the number of each train order, if any, addressed to the train. He will then repeat from Clearance Form 111 to the train dispatcher the information shown thereon. The train dispatcher will make the required record in the train order book, and if operator has correctly repeated the numbers of all train orders addressed to a train will respond by giving "OK" the time and the initials of the Chief Train Dispatcher, which the operator will endorse on Clearance Form 111.

Clearance Form 111 must be delivered, together with all train orders, to each person addressed. Conductors, enginemen and firemen must, and when practicable trainmen will, see that the orders and Clearance Form 111 are addressed to their train, and that the order numbers shown on Clearance Form 111 correspond with the train orders received.

Operators must make the requisite number of copies of Clearance Form 111 at one writing and preserve a copy.

211a. When necessary to issue an order to a train at a station after Clearance Form 111 has been "Ok'd" by the train dispatcher, but not delivered, such order must not be transmitted by the

train dispatcher until he has been notified by the operator that previous Clearance Form 111 has been destroyed. Train dispatcher will record in train order book the word "Void" and the time and initials of the operator opposite the record of the time the clearance was originally "Ok'd".

211b. An operator must not repeat a train order restricting the movement of a train after clearance and train orders have been delivered, nor after the engine of a train has passed the train order signal displaying Proceed indication until he has received the signature of the conductor and engineer on the order, and has destroyed all clearance previously issued to the train at that station.

After signatures of the conductor and engineer have been obtained, previous clearances destroyed and train dispatcher notified as prescribed in Rule 211a, the operator will repeat the order and transmit the signatures to train dispatcher who will then give "complete".

Clearance Form 111 will then be issued and "OK'd" by train dispatcher showing all orders delivered to the train at that station.

212. For train orders delivered by the train dispatcher, the requirements as to the record and delivery are the same as at other offices.

213. A train order for delivery to a train at a point not a train order office, or at which the office is closed, must be addressed: To C&E . . . . at . . . . care of . . . . and forwarded and delivered by the conductor or other person in whose care it is addressed, and who is responsible for its delivery. The numbers of such train orders must be shown in the usual manner on Clearance Form 111 of the train making the delivery.

For orders which are sent to a train in the manner herein provided, the superiority of which is thereby restricted, the operator will make an extra copy of the order which he will deliver to the person who is to make delivery of the order. On this copy the person delivering the order must secure the signatures of the conductor and engineer addressed. Under such circumstances, "Complete" must not be given to the order for an inferior train until the train dispatcher has received the signatures of the conductor and engineer of the superior train.

214. When necessary to issue a train order to a work extra restricting its rights or annulling its authority as a work extra, the operator must, before repeating the order, secure the signatures of the conductor and engineer of the work extra on the order. After signatures have been secured, the order will be repeated and the signatures transmitted to the train dispatcher who will then give "Complete".

215. Train dispatcher will make record in train order book of the signatures obtained to restricting orders requiring signatures as provided in Rules 211b, 213 and 214.

216. Train orders, once in effect, continue so until fulfilled, superseded or annulled. Any part of an order specifying a particular movement may be either superseded or annulled.

Orders held by or issued for or any part of an order relating to a regular train become void when such train loses both right and schedule as prescribed by Rule 82, or its schedule is annulled.

A slow order, register check or the annulment of a schedule to a conductor or engineer continues in effect to them, although the schedule or the running order of their train be changed.

When a conductor or engineman or both, is relieved before the completion of their trip, all train orders and instructions held must be delivered to the relieving conductor or engineman. Such orders or instructions must be compared by the conductor and engineman before proceeding.

217. Unless otherwise provided, a fixed signal must be used at each train-order office, which shall indicate "stop" when trains are to be stopped for train orders. When there are no orders, the signal must indicate "proceed".

When an operator receives the signal "19" followed by the direction, he must immediately display the "stop signal" for the direction indicated and then reply "stop displayed" adding the direction and, until the orders have been delivered or annulled, the signal must not be restored to "proceed". While "stop" is indicated, trains must not proceed without Clearance Form 111.

Operators must have proper appliances for hand signalling ready for immediate use. If fixed signal should fail to work properly, hand signals will be used.

218. Operators must promptly record and report to the train dispatcher the time of arrival and departure of all trains and the direction of extra trains.

They must observe trains and report at once to the train dispatcher if the proper signals are not displayed.

219. The following signals and abbreviations may be used:

Initials for signatures of officers.

Such office and other signals as are arranged by the Chief Train Dispatcher.

C & E—for Conductor and Engineman.

Com.—for Complete.

OS—Train Report.

No.—for Number.

Eng.—for Engine.

Mins.—for Minutes.

Jct.—for Junction.

Dispr.—for Dispatcher.

Opr.—for Operator.

19—to clear the line for Train Orders, and for Operators to ask for Train Orders.

SD—for "stop displayed"

MPH—for Miles per Hour

MP—for Mile Post

The usual abbreviations for the names of months.

220. Upon the arrival of a train at a station where a train is to be met or passed, if it is not in sight, the conductor must immediately communicate with the train dispatcher and report arrival of his train.

## FORMS OF TRAIN ORDERS

### A

#### FIXING MEETING POINTS FOR OPPOSING TRAINS

- (1) No. 2 meet No. 1 at B  
No. 5 meet Extra 95 east Smith at B  
Extra 652 east Jones meet Extra 231 west Brown at B.

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- (2) No. 2 meet No. 1 at B No. 3 at C and Extra 95 west Smith at D.

Trains receiving these orders will run with respect to each other to the designated points and there meet in the manner prescribed by the rules.

### B

#### GIVING RIGHT OVER AN OPPOSING TRAIN.

- (1) No. 1 has right over No. 2 G to X.

If the second named train reaches the point last named before the other arrives, it may proceed, keeping clear of the schedule of opposing train as required by rule.

- (2) Extra 37 east Jones has right over No. 3 F to A.  
The regular train must not go beyond the point last named until the extra train has arrived, unless directed by train order to do so.

These orders give right to the train first named over the other train between the points named. If the trains meet at either of the designated points, the first named train must take the siding unless the order otherwise prescribes.

- (3) Extra 72 east Smith has right over Extra 91 west Jones Z to A and wait, at P until 2:10 P.M.  
N 3:25 P.M.

for extra 91 west Jones.

The first named extra train must not pass the designated waiting points before the time given, unless the second-named extra train has arrived. The second-named extra train must clear the time specified at the designated points or any intermediate station not less than five minutes.

### C

#### TIME ORDERS

- (1) No. 1 and Extra 798 west Smith wait at  
N until 9:59 A.M.  
P 10:30 A.M.  
R 10:55 A.M., etc.

The train, or trains, named must not pass the designated points before the times given. Other trains receiving the order are required to run with respect to the time specified at the designated points or any intermediate station where scheduled time is earlier than the time specified in the order, as before required to run with respect to the schedule time of the train, or trains, named.

- (2) No. 2 wait at H until 9:59 A.M. for No. 1.

The train first named must not pass the designated point before the time given, unless the other train has arrived. The train last named is required to run with respect to the time specified, at the designated point or any intermediate station where schedule time is earlier than the time specified in the order, as before required to run with respect to the schedule time of the train first named.

**D****EXTRA TRAINS**

- (1) Eng. 99 Jones run extra A to F.

This order gives the extra no right to occupy the main track between switches of the siding at the point last named.

- (2) Eng. 99 Jones run extra A to F and return to C.  
The extra must go to F before returning to C.

This gives the extra no right to occupy the main track between the switches of the siding at F on the going trip, and at C on the return trip.

- (3) On February 17 after 6:45 A.M. engine 88 Jones run extra Z to G.

This form is to be used to authorize in advance, a later movement of an extra train from a point at which there is no means of communication or at which the office is closed. The train must not leave the point first named before the time specified in the order.

- (4) After extra 55 west Smith has arrived at G eng. 66 Jones run extra G to B.

This form is to be used only when or where it is impracticable to establish a meeting point for the two trains named. The train authorized by this form of order must know positively before leaving G that the first named train has arrived at G.

- (5) Eng. 99 run extra B to C — this order is annulled at 7:10 P.M.

A train receiving this order must, at the time specified, be clear of the main track or protect itself in both directions, as prescribed by Rule 99.

**E****WORK EXTRA**

- (1) Eng. 292 Jones works extra 6:45 A.M. until 5:45 P.M. between D and E, not protecting against extra trains.

The time of regular trains must be cleared.

When a work extra has been instructed by order to not protect against extra trains, and, afterward, it is desired to have it clear the track for, or protect itself after a certain hour against a designated extra, an order may be given in the following form.

- (2) Work Extra 292 Jones clears (or protects against) Extra 76 east Smith between D and E after 2:10 P.M.

Extra 76 east Smith must not enter the working limits before 2:10 P.M., and will then run expecting to find the work extra clear of the main track or protecting itself, as the order may require.

To enable a work extra to work upon the time of a regular train, the following form will be used.

- (3) Work Extra 292 Smith protects against No. 55 (or 2nd class trains) between D and E.

The work extra may work upon the time of the train or trains mentioned in the order, and must protect itself against such train or trains. The regular train or trains receiving the order will run expecting to find the work extra protecting itself.

The working limits should be as short as practicable, to be changed as the progress of the work may require.

Work extras must give way to all trains as promptly as practicable.

Whenever extra trains are run over working limits, they must be given a copy of the order sent to the work extra.

- (4) On February 17, Eng. 292 Jones works extra 6:45 A.M. until 5:45 P.M. between D and E not protecting against extra trains.

This form to be used to authorize in advance a work extra from a point at which there is no means of communication, or at which the office is closed.

Examples (1) and (4) confer no right to the work extra to occupy the main track between the switches of the siding at either of the points designated.

The limits or time of a work extra must not be extended, but the former order must be annulled and another issued.

## D

### ANNULLING A SCHEDULE

- (1) No. 1 due to leave A February 29 is annulled A to Z.

The schedule annulled becomes void between the points named and cannot be restored.

Form D will not be combined with other forms of train orders.

## E

### ANNULLING AN ORDER

- (1) Order No. 10 is annulled.

If an order which is to be annulled has not been delivered to a train, the annulling order will be addressed to the operator, who will destroy all copies of the order annulled but his own, and write on that:

Annulled by Order No. ....

An order which has been annulled must not be reissued under its original number.

When train orders are annulled on other than the date of issue, the date as well as the number of the order annulled must be designated in the annullment order.

## F

### ANNULLING PART OF AN ORDER

- (1) That part of Order No. 10 reading No. 1 meet No. 2 at S is annulled.

Form F will be used only when that part of the order not annulled is clear in its wording.

## G

### SUPERSEDING AN ORDER OR A PART OF AN ORDER.

This order will be given by adding to prescribed forms the words "instead of .....".

- (1) No. 1 meet No. 2 at C instead of B.



An order which has been superseded must not be reissued under its original number.

When a train is directed by train order to take siding for another train, such instructions apply only at the point designated in that order, and do not apply to the superseding order unless so specified.

A meeting point must not be changed under Form G more than once. If further changes become necessary, previous order must be annulled.

## CENTRALIZED TRAFFIC CONTROL RULES

401. Within defined limits on designated tracks, so specified in the time table, or by special instructions, the movement of trains and engines will be governed by block signals whose indications will supersede timetable superiority of trains for both opposing and following movements on the same track.

Such operating rules and interlocking rules as are not modified by these rules remain in force.

The movement of trains or engines is supervised by a train dispatcher, who will issue instructions to the operator when required.

A train or engine having entered such a district must not reverse its movement at any point except by permission from the train dispatcher.

402. The indications of home signals and the normal operation of certain switches are controlled by train dispatcher or operator.

403. Telephones for communication with the train dispatcher will be located as indicated by time table or by special instructions.

404. When a train or engine has been stopped by a stop-indication in such district, the conductor or engineman must at once communicate with the train dispatcher by telephone or other approved means and then be governed by the instructions received from him. The instructions must be repeated to insure correct understanding.

When given oral permission to pass a stop-indication, a train or engine movement must not be made over a dual control switch until after it has been operated by hand in accordance with instructions posted in the telephone box at the signal or at the switch, unless otherwise instructed by the train dispatcher.

The train dispatcher, before giving permission to pass a stop-indication without the hand operation of a dual control switch or switches, must definitely know the switch or switches involved in the movement are in proper position and locked. Trainmen must observe switches in route before movement is started to know that they are in position for the movement. Hand signals must not be given to pass a stop-indication until these instructions have been complied with.

405. Dual control switches must not be operated by hand, except when authorized by train dispatcher. When switches have been operated by hand in accordance with posted instructions, and after the train or engine movements have been completed, the train dispatcher must be immediately notified and given the location of the train or engine.

406. If a trainman desires to use a dual control switch, he must first call the train dispatcher and get permission and the train dispatcher, in giving permission, must state between what points on the main track the train or engine shall be allowed to operate.

When permission is given by the train dispatcher to operate a dual control switch by hand, no part of a train or engine may move beyond the point designated by the train dispatcher and, if movement beyond such designated point is necessary, further communication must be had with the train dispatcher to secure proper authority for such movement.

When dual control selector lever is placed in "Hand" position, all signals governing movements over the switch will indicate stop.

During the time the dual control selector lever is in "Hand" position, the train or engine authorized to use the switch may consider the indication of the signals suspended and make movements over the switch on hand signals of trainman stationed at the switch.

Before making movements over the switch, trainman must notify engineman when dual control selector lever is in "Hand" position so that engineman will be governed by hand signals.

When dual control selector lever is restored to "Power" position, engineman must be notified so that he will then be governed by signal indication.

Drop switches must not be made over dual control switches.

407. Trains or engines making cross-over movements, entering sidings or auxiliary tracks to which and from which movements are not governed by signals, will inform the train dispatcher when movement is completed and switches are closed. Train or engine crews will not unlock main track switches for cross-over movement, or to enter main track from such sidings or auxiliary tracks without first receiving authority from train dispatcher. Train dispatcher must protect such movements by stop-indication of signals in both directions.

408. In Centralized Traffic Control Districts, at operator operated interlockings indicated in timetables, conductors, engineman and trainmen will contact the operator and receive instructions prescribed in Rules 404, 405, 406, and 407 from him.

At other locations where there is no direct communication with the train dispatcher or where cross-over movements and movements into and out of auxiliary tracks are not governed by signals, movements referred to in Rules 404, 405, 406, and 407 will be made only upon proper instructions from the operator, who must be kept fully informed as to when such movements are begun and completed and switches closed and who will receive his instructions from the train dispatcher.

## INTERLOCKING RULES

### HOME SIGNALS

601.

Signal Color	Displayed when	Indication	Name
(a) Red	Route is not clear	Stop	Stop Signal
(b) Orange	Route is not clear	Proceed with caution	Caution Signal
(c) Green	Route is clear	Proceed	Clear Signal

When the semaphore is used, the governing arm is displayed to the right of the signal mast as seen from an approaching train, and the indications are given by positions:

Horizontal	as the equivalent of (a)
Diagonal	as the equivalent of (b)
Vertical	as the equivalent of (c)

### DISTANT SIGNALS

Signal Color	Displayed when	Indication	Name
(d) Orange	Home signal at (a)	Proceed with caution to home signal	Caution Signal
(e) Green	Home signal at (c)	Proceed	Clear Signal

When the semaphore is used, the governing arm is displayed to the right of the signal mast as seen from an approaching train, and the indications are given by positions:

Diagonal	as the equivalent of (d)
Vertical	as the equivalent of (e)

602. Interlocking signals supersede the superiority of trains within the home signal limits, but do not dispense with the use or the observance of other signals whenever and wherever they may be required.

603. The normal indication of Home Signals is Stop.

The normal indication of Distant Signals is Caution.

604. A train or engine approaching a signal displaying stop indication shall stop before the leading wheels pass the signal.

605. If a signal indication, permitting a train or engine to proceed, after being accepted, is changed to a Stop indication before it is reached, the stop must be made at once. Such occurrence must be reported to the chief train dispatcher.

606. Enginemen and trainmen must not proceed on hand signals as against interlocking signals until they are fully informed of the situation and know that they are protected.

607. Sand must not be used over movable parts of an interlocking or spring switches.

608. Conductors must report to chief train dispatcher any unusual detention at interlockings.

609. At automatic interlocked railroad crossings, trains and engines will not exceed the speed designated in time table for each crossing. If the Home Signal indicates Proceed, the train or engine must not exceed the designated speed between Home Signals but the speed of the train or engine may be increased thereafter if other Rules and conditions permit.

If a train or engine is stopped by the Home Signal at an automatic interlocked railroad crossing and no conflicting train movement is evident, a trainman must go to the crossing and operate the time release located in a box near the crossing and locked with a switch lock. Instructions for the operation of the

time release are posted in the box. If the operation of the time release does not cause the signal to display a Proceed indication, the train or engine may proceed over the crossing under the protection of the trainman at the crossing, after he has placed a lighted fusee 200 feet from and on each side of the crossing on the conflicting route.

## RULES FOR EMPLOYEES IN GENERAL

700. Conductors, brakemen, enginemen, firemen, yardmasters, yardmen, train dispatchers and operators must pass an examination on the operating rules.

700a. All employes must read and be conversant with the rules which are applicable to their position.

701. No employe will be permitted to be absent from duty or to change places with another without obtaining permission from proper authority.

702. Bulletins will be numbered consecutively beginning with January 1st each year. All members of train, yard and engine crews must consult bulletin boards and familiarize themselves with instructions contained before starting each trip or day's work. Each bulletin must be signed after having been read. Location of bulletin boards will be shown in time table.

703. All employes should promote safety of trains and the good service of the Company by all means in their power; reporting any defects in signals, track, bridges, equipment or conditions near right of way which might endanger operations, to the train dispatcher.

703a. Train crews and engine crews must report switches found out of order or misplaced, or locks missing or defective.

704. Train and engine crews must observe trains on adjoining tracks and if any defect is noted they should notify the men on the train by proper signal and the chief train dispatcher when practicable. They must keep a constant lookout for signals from others in regard to their train. Engine crews must keep watch for signals from trainmen at all times.

Train crews will inspect their trains at points where stopped for operating reasons and time is afforded to permit such inspection.

705. In case of an accident to a train, a thorough inspection must be made at once for any possible defect in track or damage to roadway. No movement must be permitted until conditions are known to be safe for passage of trains.

706. Opening the angle cock at the front end of a moving car, in any manner, or going between cars or a car or engine while they are in motion, for any purpose, is prohibited.

Standing upon the footboard between engine and cars is prohibited.

Walking directly in front of a moving car or engine for any purpose is prohibited.

Standing between the rails and getting on an approaching car or engine is prohibited.

Pushing over drawbars of moving cars or engines for any purpose whatever is prohibited.

Riding leading deadwoods or drawbars of engines or cars, or tank beams of engines, in the direction of movement is prohibited.

Riding the leading footboard of an engine in the direction of movement during the period when there is snow on the ground is prohibited.

If, for any reason, adjustment is necessary to a drawbar, knuckle, or locking block prior to making coupling or when coupling does not make, the engine or cars must be separated not less than twenty feet before going in to make adjustment.

Stepping on, or walking on the ball of rails, frogs, switches, guard rails, interlocking machinery or connections, except when absolutely necessary, is prohibited.

In passing around the ends of cars or engines on any track, employes will keep at least fifteen feet away from the end of car or engine, except when such cars are on tracks which are properly protected.

707. When trains of foreign roads are detoured over the L. S. & I. Railroad a pilot must be provided.

708. Cars on industry, team, freight house tracks or other tracks where cars are being loaded or unloaded, must not be moved, until it is certain that all running boards, oil tank couplings and similar connections are removed and clear and that all persons working in, on or about cars have been warned. When such cars are disturbed in switching, they must be replaced and hand brakes set.

Cars left on tracks must be properly secured and clear of all tracks so they will clear a man riding on side of car on an adjoining track. If a car is set out with defective brakes, the wheels must be securely blocked.

In leaving cars, they will be left as far from public crossings as conditions will permit so that persons using crossing may have the best possible view of approaching trains. In no case must cars be left projecting over line of public crossings.

When necessary to cut a train to open a public crossing cars should not be left within 50 feet of either side of the crossing when practicable, and a trainman must, when practicable, protect crossing against approaching trains.

709. No part of a train shall be left standing on a railroad crossing so as to interfere with other movements if it can be avoided.

710. Switches must be set for the dead rails over track scales when scales are not in use. Engines must not be run over the weighing rails, and cars only when being weighed. This does not apply to ore scales at Marquette and Eagle Mills but no switching over live rails is permitted.

711. Cars or tanks containing oil or other inflammable substances must in no case be placed next to the engine or the caboose when there are other cars in the train; they should be ten cars from the engine or caboose when practicable.

712. Minors must not be employed without proper release from parents or guardians.

713. The assignment of wages is prohibited. The attaching of an employe's wages by garnishment process, due to employe's fault, or proceedings in aid of executions, will be considered sufficient cause for dismissal.

714. Reading newspapers, books or periodicals, or the playing of games while on duty is forbidden.

715. Engine crews, train crews and yardmen, riding on road or yard engines, or cars must keep a vigilant lookout in the direction of their movement while not engaged in other duties, but they must maintain a constant lookout when approaching

or passing over street or highway crossings so as to be in a position to prevent accidents to pedestrians or vehicles.

715a. Engine crews of trains approaching highway crossings at grade must sound whistle signal 14(i) commencing at the whistling post and if necessary, prolong or repeat, depending upon the speed of the train, so that whistle will be sounding while the engine is approaching and passing over the crossing. Additional alarm whistles must be sounded whenever and wherever it is necessary to prevent an accident. The engine bell must be started to ring at whistling post and continued until engine passes the crossing.

715b. The State law provides that the sounding of the locomotive whistle may be omitted at street crossings within the limits of incorporated cities unless required by ordinance. The City of Marquette has no ordinance requiring it, therefore do not sound the whistle at street crossings within Marquette city limits except in emergency to prevent injury to persons or damage to property.

715c. Highway or public crossings must not be obstructed by trains or cars more than five minutes. If, because of an emergency a crossing is blocked for an unusual length of time at night or in stormy or obscure weather, and especially if flat cars are standing thereon, trainmen will protect same by placing lighted fusee in a position to warn traffic that crossing is blocked by cars.

716. At night, or when weather conditions or other conditions obscure the view, and it is necessary to detach the engine, or the engine and portion of train for any purpose, when head end of rear portion of train is not protected by a member of the

crew, a lighted white lantern must be displayed on the forward end of the leading car of the rear portion of train, and in addition two torpedoes must be placed on the rail at a safe distance in advance of rear portion of train to warn enginemen and trainmen returning.

717. Cars placarded "Explosives" and "Dangerous" may be handled in freight trains only in accordance with the Interstate Commerce Commission and State of Michigan regulations for transportation of explosives and other dangerous articles. Cars placarded "Explosives" must not be cut off while in motion.

718. When, for any reason, it is necessary to chain a car to another car or engine, employes are prohibited from going between such car and other cars or engines until the persons performing the work have had a thorough understanding with the engineman and other members of the crew. The car or cars must be properly secured while being chained up and sufficient hand brakes set to prevent their movement and brakes on engine set to prevent movement of any kind. The engineman must not release brakes until he has verbal information that all employes are out from between the cars or engines.

719. Train crews and engine crews are permitted to remain on duty a total of sixteen (16) hours in any twenty-four hour period. After being on duty sixteen consecutive hours, they are required to have ten consecutive hours off duty, and after being on duty sixteen hours in the aggregate in any twenty-four hour period, they are required to have at least eight consecutive hours off duty.

The term "on duty" includes all time from the time required to report for duty until the time actually relieved from duty.

No operator, train dispatcher, or other employe who by the use of communication system, dispatches, reports, transmits, receives, or delivers orders pertaining to or affecting train movements, shall be required or permitted to be or remain on duty for a longer period than nine hours in any twenty-four hour period in all towers, offices, places and stations continuously operated night and day, nor for a longer period than thirteen hours in all towers, offices, places and stations operated only during the daytime, except in case of emergency, when the employes named in this proviso may be permitted to be and remain on duty for four additional hours in a twenty-four hour period on not exceeding three days in any week.

Emergencies consist of cases of casualties or unavoidable accidents, or the act of God, or where the excess service was result of cause not known to carrier, its officers, or agents in charge of such employe at the time, and which could not have been foreseen.

When emergencies arise, permission from the chief train dispatcher, if possible, should be secured to work beyond the regular assigned hours or in excess of hours of service permitted by law, and in every case where such hours of service are exceeded each employe involved will make prompt and full report in writing direct to superintendent.

Each employe, except train dispatchers, who by the use of communication systems dispatches, reports, transmits, receives or delivers orders pertaining to or affecting movements, must register his name and other information called for on Form 376; the original copy thereof must be kept on file in such office subject to inspection at all future time.

720. Whenever employes are injured, see that everything is done to care for them properly, no matter how slight the injury, to prevent infection; applying the first aid package treatment when available, calling the company's surgeon to treat them, or, if prudent, move to the nearest place at which the company has a surgeon, and leave them with such surgeon for care and treatment.

If the injury be serious and a company surgeon is not available, call the nearest competent surgeon obtainable, to attend until the company's surgeon arrives and takes charge.

721. When trespassers are injured, they should be sent to their homes or placed in charge of local city, village or township authorities and no expense incurred on the part of the company in the matter.

722. A report of all accidents must be sent immediately to the superintendent or his assistant by the conductor, engineman, agent, yardmaster, foreman or person in charge using prescribed form, giving the names of the injured persons and witnesses, the extent of injuries and the names of the owners of the property damaged and extent of damage, and, as soon as possible, a full and detailed report made on Form 106 or 106-5 and forwarded to the superintendent or his assistant.

If the person injured is an employe, he must make and sign a statement of facts in relation to the accident in his own handwriting on the same form; should he be unable to write, the statements should be written at his dictation, and, after being read by or to him, he shall sign it by making his mark; the person writing and reading statement should sign the same as witness.

723. Whenever an employe, whether on duty or not, witnesses an accident or has pertinent information in regard thereto in which a person is injured or property damaged, in which the company is in any way concerned, he must report it immediately on Form 106. Every effort must be made to procure the names and addresses of all persons, particularly outsiders, who witnessed the accident, especially when persons are injured within the corporate limits of any city, town or village, or when crossing the tracks at a public highway.

Employes who witness or have any knowledge of an accident must not give information of the same to the injured person or others, except LS&I officials, unless legally required. Persons desiring information should be referred to those officials. Neither shall any employe solicit the case of any claimants against this company for attorneys or others.

This rule shall not prohibit the voluntary furnishing of information to a person in interest as to facts incident to the injury or death of any employe; provided, however, that information contained in the files of the company, or other privileged or confidential reports, must not be divulged.

724. Whenever machinery, appliances or cars are involved in an accident, the proper department must have such immediately examined and a full report of the condition will be made to superintendent or his assistant.

725. When an accident occurs which results in the death of any person, authorities must be notified at once and train must not depart until authorities arrive unless the remains are left in the charge of a responsible employe who can supply the authorities with all necessary information. Family or friends of the deceased must be notified.



726. When physically able to do so, employes sustaining an injury of any kind while on duty, will report the injury and cause to foreman, supervisor or agent before leaving the company's premises.

In train service, conductors will be held responsible for reporting injuries to brakemen. In yard service, engine foremen will be held responsible for reporting injuries to yardmen. Enginemen will be held responsible for reporting injuries to firemen.

### **TRAIN DISPATCHERS**

727. Report to and receive instructions from Chief Train Dispatcher.

728. Must report immediately to the Chief Train Dispatcher any irregularity relating to the movement of trains or the handling and execution of train orders.

729. Must familiarize themselves with conditions existing on territory handled.

730. Must issue orders and messages in a clear and concise manner that there may be but one interpretation. As far as practicable, orders should be confined to single movements.

731. Before issuing running orders to an extra or work orders to a work extra, such trains must be recorded on train sheet and movement against opposing extras must be protected by train order.

732. All line ups sent to track car operators and others must be copied in the train order book. If trains are operated which have not been included in line ups, or are started earlier than stated, enginemen on such trains must be so informed and instructed to maintain sharp lookout and sound warn-

ing whistles frequently for benefit of maintenance forces. Before giving information to any person by voice relative to trains or train movements, the person making request and his location must be fully identified.

733. Dispatcher who is to be relieved must make a written transfer in ink in his order book of all outstanding orders, indicating such by numbers and outline of the contents of each, and furnish the relieving dispatcher all necessary information. Relieving dispatcher must carefully read such orders as are transferred to him, checking the number and address of each in the transfer and then sign such transfer. When an order is fulfilled, dispatcher must check it off by writing his initials thereon. "x" drawn across the entire face of a page may be used to indicate all orders up to and including that page have been fulfilled. Relieving dispatcher must thoroughly familiarize himself with outstanding orders and the location of trains before commencing work.

### **AGENTS AND OPERATORS**

734. Agents and operators report to and receive their instructions from the superintendent or assistant superintendent and will comply with instructions from the chief train dispatcher.

735. Under no circumstances should he accept a train order for a train if he has the least doubt as to whether it has passed his station.

736. They will keep the train dispatcher advised of unusual weather conditions and, if train dispatcher cannot be reached, will inform trains in their vicinity.

They must have necessary signal equipment ready for immediate use.

737. Agents will advise the superintendent of any unusual event that occurs in their neighborhood, of general interest or importance. Also, of any legal proceedings involving the company in any way.

#### **YARDMASTERS**

738. Yardmasters report to and receive their instructions from the superintendent or assistant superintendent and will comply with instructions from chief train dispatcher.

739. They have charge of men employed in yard operation and road crews while in yard limits. They will be familiar with the rules for the government of employes in yard service, and require the safe, prompt and efficient discharge of duties by all employes subject to their direction.

739a. They will be responsible for trains being made up properly and departure at the designated time.

#### **CONDUCTORS**

740. Conductors report to the superintendent or assistant superintendent. They must obey the orders of the chief train dispatcher and yardmaster, and conform to instructions issued by authorized officers of other departments.

741. They are responsible for the movement, safety and proper care of their trains, and for the vigilance and conduct of the men employed thereon.

742. They must see that the speed of their train is properly governed.

743. They must report for duty at the appointed time and when necessary assist in making up train.

744. They must know that the train has been inspected before leaving terminal and that couplings, brakes and running gear are in good order.

745. Cars set out bad order must be reported at once to chief train dispatcher, stating number and initials, contents, nature and extent of damage, and note the nature of the defect on waybill.

746. All journal bearings, air hose and coupler knuckles applied by trainmen to foreign cars must be reported on Form 216-C, so they will be charged to the car owners.

747. Cars that, in their judgment, are unsafely loaded, will not be handled in trains and the fact reported to chief train dispatcher.

748. Conductors will inspect the cars delivered by a foreign road at junction stations, except where inspected by carman, and, if any defects, will not take them from transfer until permission is obtained from chief train dispatcher.

#### **BRAKEMEN**

749. Brakemen report to the superintendent or assistant superintendent. When on duty, they are under the direction of the conductor. They must obey the orders of the yardmaster. They must report for duty at the appointed time and when necessary assist in making up train.

750. Look over the train carefully before starting, and know that all couplings, brakes and running gear are in good order. Inspect the train as often as possible.

751. It is their duty to attend to the brakes; take care of and properly display marker signals at the rear of the train and have all necessary supplies on hand.

752. Read all train orders received by the conductor or engineman. Keep them in mind and assist in their observance. Call attention of conductor or engineman immediately to any apparent failure to observe train orders or to clear the time of superior trains or to comply with rules and instructions.

753. Rear brakemen must consider it their especial duty to protect the rear of the train in accordance with the rules, and must allow nothing to interfere with the prompt and efficient discharge of that duty. Obey the signals of the engineman as prescribed by the rules; never wait for such signal or orders from the conductor when train needs protection. Watch the train carefully and take necessary action when defects are noted. Their position on the train is on the caboose when running, maintaining a look out from the cupola.

754. Front brakemen must be on the lookout at all times for signals, both from the front or rear of train. Watch the train carefully and take necessary action when defects are noted, carefully observe all fixed signals, also persons who may walk or drive across or on the track and inform the engineman. Their position on the train is on the engine when running.

#### **ENGINEMEN AND FIREMEN**

755. Enginemen and firemen report to the chief mechanical officer, superintendent, or their representatives and will conform to instructions given by the conductor or yard foreman.

755a. Enginemen must familiarize themselves with the basic operation and maintenance of an engine and must be able to make minor repairs or necessary adjustments.

755b. Firemen, while on duty, are under the direction of the enginemen.

755c. The fireman, when practicable, will be on his seat and keep a look-out when approaching and passing over highway crossings and be prepared to give warning by sounding the whistle.

755d. Fireman must read all train orders received by the engineman, keep them in mind, and assist in their observance. They will also call the attention of engineman immediately to any failure to observe train orders or to clear the time of superior train or to comply with Rules and instructions.

756. They must report for duty at the appointed time and see that engine is in proper working order.

757. They must keep a vigilant lookout at all times, particularly when passing around curves, through stations and yards, and approaching and passing over highway crossings, and must frequently look back to watch for any signals given by trainmen or others, or for any defective or derailed cars.

758. Permit no one to ride on the engine without proper authority, except officers, signalmen, foreman of bridges and track repairmen, or the conductor and brakeman of the train.

759. Enginemen must not permit any unauthorized person to handle the engine; he may permit his fireman to do so under his supervision, the engineman being responsible for the movement; must not leave the engine during a trip except in case of necessity, and then in charge of some competent person.

760. When engines under steam are left unattended, the valves must be centered, throttle tightly closed, cylinder cocks opened and engine brake set, and in addition, when engine is detached the drivers must be blocked.

When diesel engines, with engines running, are left unattended, the generator field switch must be disengaged (if so equipped); the engine brake fully applied; the reverser handle placed in neutral position then removed or locked and hand brake set. At points other than designated track at terminals the engineman will retain the removable reverser handle in his possession.

761. Extreme care must be exercised in blowing off boilers of steam engines to see that there are no persons or property in the vicinity, who, or which, might be injured by discharging steam and water when blow off cock is opened.

762. Each engine in service is required to carry at all times the following signal equipment:

- 1 red flag mounted
- 6 torpedoes
- 4 fuseses

#### **YARD ENGINE FOREMEN AND YARD HELPERS**

763. Yard engine foremen and yard helpers will observe rules for freight conductors and freight brakemen and other classes of employes so far as they relate, in any way, to the proper discharge of their own duties.

### **AIR BRAKE RULES**

764. Piston travel of brake cylinders on cars must not be less than 7 inches or more than 9 inches.

765. Air brake tests of trains must be made by the enginemen and trainmen taking the train from initial terminal in the following manner:

After train is completely assembled, the brake pipe properly blown out, and engine is coupled to train, and during the time the air brake line is being charged, trainmen or inspectors will examine train closely for defects, noting that air hose is coupled properly, that angle and cut-out cock handles are in proper position, that retaining valve handles are down (vertical position) and that all air pipes are in suitable condition. During this examination, inspectors or trainmen will eliminate all audible air leaks, inspect the foundation brake rigging and hand brakes for defects, and release any hand brakes that may be applied.

After the above inspection has been completed and the air brake system has been charged to not less than 10 pounds below the standard pressure for that train, the engineman must, on signal or request, make a service brake pipe reduction of 15 pounds in automatic brake operation. After the brake pipe air ceases to blow, engineman will check the brake pipe leakage which must not exceed 5 pounds in one minute, after which the reduction must be increased to 20 pounds.

Trainmen must then examine the brakes to determine that they have applied in service application on each car and engine, that the piston travel is correct, and that brake rigging does not bind or foul. When this examination has been completed and proper release signal given, each brake will be examined to see that it releases properly.

A defect discovered during a standing test which cannot be repaired promptly must be reported by the trainmen to car foreman or conductor for proper action and test repeated until brakes work properly.

766. Each train leaving a terminal must have the air brakes on all cars in effective operating condition. A car on which air brake becomes defective enroute may be handled to the next terminal without change in position in the train. However, at no time shall the number of operative brakes be less than 85% of the total number of air brakes in the train.

767. The air brake must not be cut out on any car unless the apparatus is defective and, when this action is taken, the conductor or trainmen must notify the engineman. When necessary to cut out the air brake on a freight car, close the cut-out cock in the crossover pipe and block the release valve open.

768. Engineman must observe engine air gauge, conductor and trainmen must observe air gauge in the caboose for indications of a closed angle cock, or insufficient air pressure from any cause, and engineman and trainmen must continually observe the air gauge while descending heavy grades or approaching places of hazard. Should the air pressure, as shown by the air gauge in the caboose, indicate possible danger, the conductor must take precautionary measures to insure safety by conveying information to the enginemen by the application of air brakes with conductor's valve, or by hand brakes, as may be necessary.

769. If brakes are sticking or wheels sliding, engineman must be informed by signal or otherwise. If engineman cannot release the brakes, the train must be stopped immediately and release of brakes effected by opening release valve in auxiliary reservoir on car.

770. On a train, before an engine is detached or any angle cock closed, except when cutting off pusher engine from rear of train, the brakes must be applied with a 20 pound reduction of brake pipe pressure. After recoupling and opening the angle cock, and before proceeding, it must be known that the brake pipe pressure is being restored as indicated by the caboose gauge, and that the brakes are released.

771. Trains when picking up cars, after couplings have been made, air hose coupled, all angle or cut-out cocks in brake pipe open, except at end of the rear car, which must be closed, engineman will place automatic brake valve in running position and upon signal will proceed, charging air brakes while going back to the train, except where movement is being made on a heavy grade, in which case air brake system must be charged and brakes tested in accordance with Rule 765 before starting.

772. Should it be necessary to apply the brakes from the train, this may be done by gradually opening the conductor's valve to wide open position for a service application and by opening it quickly for an emergency application. The valve must be held open until the train comes to a stop. This method of stopping the train must be used only in case of necessity.

In event the speed of a train is reduced more rapidly than is normal for the grade conditions existing, indicating the application of the air brakes from other than the engineman's brake valve, engineman must be alert and immediately reduce power to prevent damage to the train.

On diesel engines, conditions above described will be indicated by the speed recorder and ampere gauge. The automatic brake valve handle must be left in running position until train comes to a stop. The independent brake valve handle will be held in release, holding the engine brakes off until approximately 100 feet of stopping, when power will be shut off, and engine brake applied.

To assist in locating brake pipe leakage, after stopping, the engineman must admit air to the brake pipe by moving the automatic brake valve handle to running position intermittently. If brakes have been applied in emergency on a train, a release of brakes shall not be attempted until at least 70 seconds have elapsed. Trains should not be started until it is known that the brake pipe pressure is restored and brakes at rear of train are released.

773. When handling trains on mountain grades, special instructions in time table will indicate where and how retainers must be used and the number of retainers to be cut into service.

774. When it is necessary for the engineman to take the slack of a train to start it on a grade, or at any point where the rear end of the train may interfere with other traffic, signal 14(a) must be given by the engineman, and after sufficient hand brakes have been set on the rear end of the train to prevent it from moving, trainmen will give signal 12(d), after which engineman may take the slack of the train to start it.

The automatic air brake must not be depended upon to hold a locomotive, car or train when standing on a grade, whether locomotive is attached or detached. Sufficient hand brakes must be applied to hold the train before the air brakes are released or engine is cut off. When ready to start, hand brakes must not be released until the air brake system has been fully charged and the engineman has applied the brakes to release the tension on the hand brake chain, at which time extreme care and judgment must be used in releasing the hand brakes.

When setting out air brake cars bleed the auxiliary reservoir before setting up hand brakes. The air brakes must never be used to protect cars set out, as the air may leak off and protection be lost.

775. Freight trains on arrival at terminals where inspectors are stationed to make immediate brake inspection and repairs, shall have slack stretched out and left with brakes applied. Sufficient hand brakes must be applied on the rear and head end of ore trains arriving in Marquette as in additional precaution on account of grade conditions.

## TWO-WAY RADIO OPERATION

776. Radios are to be used by employes only in the discharge of their duties and for emergency messages.

All radio communication systems are operated under the jurisdiction of the Federal Communications Commission and employes using this system are governed by certain rules made by the F.C.C. which are:

- (1) Employes, except those specifically authorized to do so, are prohibited from making

any adjustments to a radio set, except the turning on or off such set and adjusting the volume. If it appears that a radio is not operating properly, it must be reported as soon as possible to dispatcher or yardmaster.

- (2) No one shall knowingly transmit:
  - (a) False distress signals or communications.
  - (b) Unnecessary, irrelevant, or unidentified communications.
  - (c) Obscene, indecent or profane language.
  - (d) While distress traffic is being broadcast on the circuit.
- (3) No employe shall divulge or publish the existence, contents, purport, effect or meaning of any communication (distress communications excepted) 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.
- (4) Before transmitting, any employe operating a radio transmitting set must listen a sufficient interval to be sure the circuit is not already in use, particularly handling distress traffic.
- (5) 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 as possible. All employes shall give absolute priority to distress communications.

- (6) The Railroad Company is required to answer an official notice of violations of the terms of the Communications Act of 1934, as amended, within ten (10) days from receipt of notice and any employe receiving inquiry concerning any violation shall answer such inquiry within 24 hours after receipt of notice.
- (7) Any employe shall permit inspection of the radio equipment in his charge and all F.C.C. documents pertaining thereto, by a duly authorized representative of the Federal Communications Commission at any reasonable time. Such inspection will only be granted after the employes have satisfied themselves that the individual requesting the inspection has shown proper identification.
- (8) Employes shall identify the radio station from which they are calling by prefacing their call with the identification of the station, such as "Hill extra calling dispatcher" or "No. 41 calling dispatcher" or "Jones calling dispatcher". If the engine number or other designation is not known, the station can be called by using the last name of the person in charge such as conductor, engineer, section foreman, etc.

- (9) When called, the person answering shall simply identify himself according to the manner in which call was made. If the call were "Yardmaster, West Yard, calling the 1801", the person responding would say "1801". If the call were "Yardmaster, Ishpeming, calling the 3 P.M. Humboldt job", the response would be "3 P.M. Humboldt job". If the call were "Dispatcher calling Engineer Smith", the response would be "Engineer Smith".
- (10) Internationally, the word "Mayday" indicates a distress message, the word "Paw" an urgent message, and the word "Security" a safety message. Railroad employes may hear such messages sent by aircraft or in coastal areas, by boats. Railroad employes hearing such messages must report them immediately to their base station and in addition take such action as they can to relieve the distress as soon as possible.
- (11) Identification of those using the radio must be made in such manner that there will be no misunderstanding of who is talking.

#### **CONELRAD ALERT**

- (12) All radio stations in the United States must be a part of the Conelrad Radio Alert in accordance with the requirements for the service concerned. The Conelrad Radio Alert is a system of radio communications set up by the Federal Government to control operation of radio stations during periods of imminent air attack.

The Conelrad Alert will be given by all local commercial radio stations and will be given as follows: "This is a Conelrad Alert — I repeat this a Conelrad Alert, all radio communications will be suspended, tune your set to 640KC or 1240 KC for any further emergency transmissions during this alert."

In case this alert is given, the base station first receiving this message will immediately make the following alert to all LS&I stations: "All LS&I Railroad radios maintain radio silence. I repeat. All LS&I Railroad radios maintain radio silence."

After receiving the "radio silence" announcement, all radios must remain silent until orders to "resume broadcasting" are received, unless there exists a condition of an emergency nature affecting the national safety of people or property, relaying a Conelrad Radio Alert, or transmission involving the safety of employes, passengers, freight or material being carried, vehicles, rolling stock, etc. In case of this type, the messages must be as short as possible, giving all pertinent information necessary and then discontinue broadcasting as quickly as possible.

After the alert is over the commercial radio station will come on the air and announce that the Conelrad Alert is over. After receiving this announcement, the base station will announce "All LS&I Railroad radios may resume broadcasting." I repeat. "All LS&I Railroad radios may resume broadcasting." All normal use of the radios may then be resumed.