

**UNION PACIFIC
RAILROAD COMPANY**

**EASTERN AND
SOUTH-CENTRAL DISTRICTS
AND IDAHO DIVISION**

OPERATING RULES

EFFECTIVE MAY 1, 1972

UNION PACIFIC RAILROAD COMPANY

**OPERATING RULES
BLOCK SIGNAL, CAB SIGNAL
AND INTERLOCKING RULES**



The rules contained herein will govern the use and observance of block signals, cab signals and interlocking signals on the Eastern, South-Central and Northwestern Districts, Union Pacific Railroad, where Speed Signal System is in effect.



W. J. FOX
Vice President-Operations

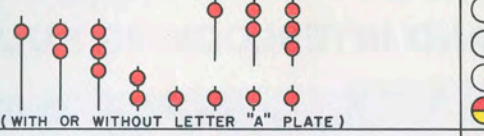

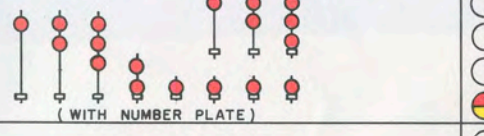
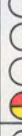
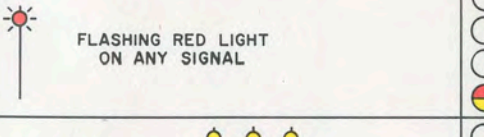

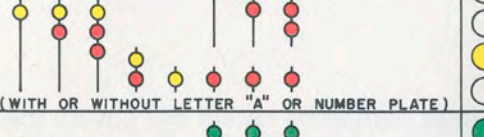

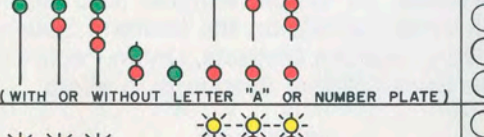

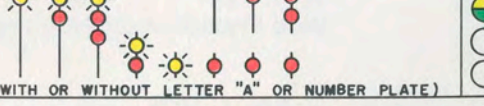

July 1, 1976

Block, Interlocking, and Automatic Cab Signal Indications:

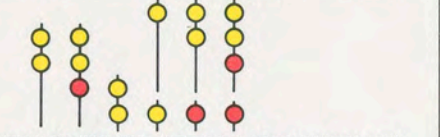


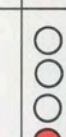
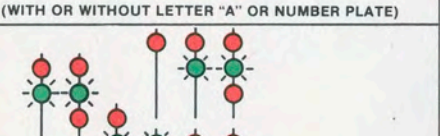

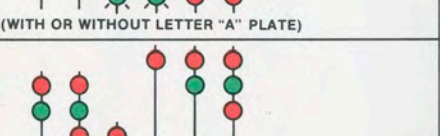
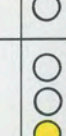
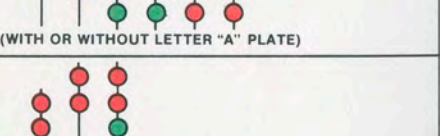



240. When a train enters a siding on signal indication, speed authorized by entering signal must not be exceeded until entire train has completed movement through the siding.

Following symbols are used in diagrams of signal aspects:

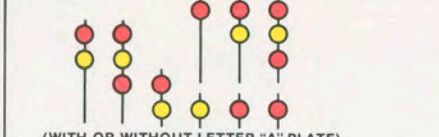


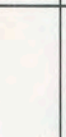
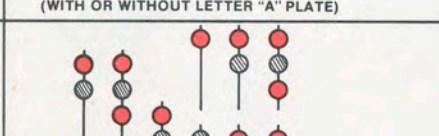
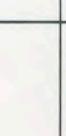
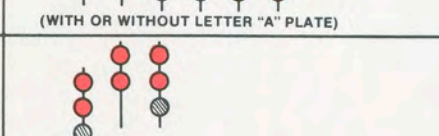
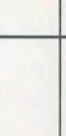
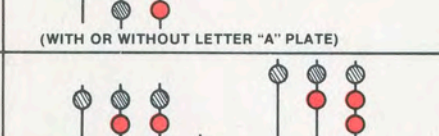
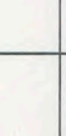
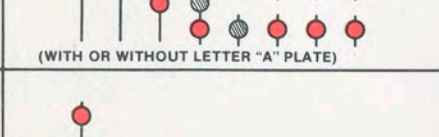
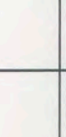
- To indicate number plate; 
- To indicate flashing light; 

RULE	ASPECTS	ACS
240A	 (WITH OR WITHOUT LETTER "A" PLATE)	
240B	 (WITH NUMBER PLATE)	
240C	 FLASHING RED LIGHT ON ANY SIGNAL	
240D	 (WITH OR WITHOUT LETTER "A" OR NUMBER PLATE)	
240E	 (WITH OR WITHOUT LETTER "A" OR NUMBER PLATE)	
240F	 (WITH OR WITHOUT LETTER "A" OR NUMBER PLATE)	

NAME	INDICATION
Stop	Stop before any part of train or engine passes the signal.
Stop and proceed	Stop before any part of train or engine passes the signal then proceed at restricted speed through entire block.
Flashing stop & proceed	Stop. Block occupied. Proceed at restricted speed.
Approach	Proceed prepared to stop before any part of train or engine passes the next signal. Trains exceeding 30 MPH must immediately reduce to that speed.
Clear	Proceed.
Approach limited	Proceed. Speed passing next signal must not exceed 40 MPH.

RULE	ASPECTS	ACS
240G	 (WITH OR WITHOUT LETTER "A" OR NUMBER PLATE)	
240H	 (WITH OR WITHOUT LETTER "A" OR NUMBER PLATE)	
240J	 (WITH OR WITHOUT LETTER "A" PLATE)	
240K	 (WITH OR WITHOUT LETTER "A" PLATE)	
240L	 (WITH OR WITHOUT LETTER "A" PLATE)	
240M	 (WITH OR WITHOUT LETTER "A" PLATE)	

NAME	INDICATION
Approach medium	Proceed. Speed passing next signal must not exceed 30 MPH.
Approach slow	Proceed. Speed passing next signal must not exceed 15 MPH.
Diverging clear limited	Proceed on diverging route. Speed through turnout must not exceed 40 MPH.
Diverging clear medium	Proceed on diverging route. Speed through turnout must not exceed 30 MPH.
Diverging clear slow	Proceed on diverging route. Speed through turnout must not exceed 15 MPH.
Diverging approach limited	Proceed on diverging route. Speed through turnout must not exceed 40 MPH. Speed passing next signal must not exceed 40 MPH.

RULE	ASPECTS	ACS
240N	 (WITH OR WITHOUT LETTER "A" PLATE)	
240P	 (WITH OR WITHOUT LETTER "A" PLATE)	
240Q	 (WITH OR WITHOUT LETTER "A" PLATE)	
240R	 (WITH OR WITHOUT LETTER "A" PLATE)	
240S	 (WITH OR WITHOUT LETTER "A" PLATE)	
240T	 (WITH NUMBER PLATE)	

NAME	INDICATION
Diverging approach medium	Proceed on diverging route prepared to stop at next signal. Speed through turnout and to next signal must not exceed 30 MPH.
Diverging approach slow	Proceed on diverging route prepared to stop at next signal. Speed through turnout must not exceed 15 MPH. Speed to next signal must not exceed 30 MPH.
Diverging restricting	Proceed on diverging route at restricted speed.
Diverging restricting slow	Proceed on diverging route at restricted speed. Speed through turnout must not exceed 15 MPH.
Restricting	Proceed at restricted speed.
Permissive	Proceed at restricted speed through entire block.

THIS BOOK IS THE PROPERTY

OF THE RAILROAD COMPANY

AND IS LOANED TO

OCCUPATION	NAME

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

UNION PACIFIC RAILROAD COMPANY

EASTERN AND
SOUTH-CENTRAL DISTRICTS
AND IDAHO DIVISION

OPERATING RULES

W. J. FOX

EFFECTIVE MAY 1, 1972

GENERAL NOTICE

Safety is of the 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.

GENERAL RULES

A. Employees whose duties are prescribed by these rules must be provided with a copy.

Employees whose duties are in any way affected thereby, must have a copy of the current time-table and special rules in their possession while on duty.

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

C. Employees must pass the required examinations.

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

F. Accidents, failure in the supply of fuel or water, defects in track, bridges or signals or any unusual condition which may affect the safe and efficient operation of the railroad must be reported promptly to the proper authority by the quickest means of communication.

G. The use of alcoholic beverages or narcotics by employees subject to duty is prohibited.

Being under the influence of alcoholic beverages or

UNION PACIFIC
RAILROAD COMPANY

The rules herein set forth govern the operation of the Eastern and South-Central Districts and Idaho Division of the Union Pacific Railroad Company.

They take effect May 1, 1972 superseding all previous rules and instructions not consistent therewith.

Special instructions may be issued by proper authority;

W. J. FOX,
Vice President - Operations

narcotics while on duty or on company property is prohibited.

The use or possession of alcoholic beverages or narcotics while on duty or on company property is prohibited.

H. The use of tobacco by employes on duty in uniform in the presence of patrons, or by employes while serving the public at passenger stations or on passenger cars is prohibited.

J. Employes on duty must be neat in appearance. Uniform and badge, when prescribed, must be worn while on duty.

L. Employes while on duty must be alert and attentive, and in case of danger to the company's property or interests, they must unite to protect it.

M. Employes must exercise care to prevent injury to themselves or others.

Employes must inform themselves as to the location of structures or obstructions where clearances are close and must take necessary precautions to avoid injury at such locations.

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

Employes must not stand on the track in front of an approaching engine, car or other moving equipment for the purpose of boarding same.

Employes must not occupy the roof of any car not equipped with a roof running board.

Employes must not ride or walk on the roof of any moving car except when necessary during switching operations.

Employes must obtain a copy of Form 7908 "Safety Instructions" and must be conversant with and obey the rules contained therein.

DEFINITIONS

Note. — For the purposes of these rules the following definitions will apply.

ABSOLUTE SIGNAL. — A block signal or interlocking signal designated by a plate bearing the letter "A", or by the absence of a number plate.

ACKNOWLEDGING DEVICE.— A manually operated switch or valve on a locomotive equipped with automatic cab signal device, by means of which the sounding of the cab warning whistle can be silenced.

AUTOMATIC BLOCK SIGNAL SYSTEM. (ABS).— A series of consecutive blocks governed by block signals, cab signals, or both, actuated by a train or engine, or by certain conditions affecting the use of a block.

AUTOMATIC CAB SIGNAL SYSTEM. (ACS). — A system which provides for the automatic operation of the cab signal and cab warning whistle.

BLOCK. — A length of track of defined limits, the use of which by trains or engines is governed by block signals, cab signals, or both.

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

CAB SIGNAL. — A signal located in engineer's compartment or cab, indicating a condition affecting the movement of a train, and used in conjunction with block and interlocking signals.

CAB WARNING WHISTLE. — A whistle located in the cab which gives warning of a change of cab signal

indication to a more restrictive indication.

CENTRALIZED TRAFFIC CONTROL SYSTEM. (CTC). — A block signal system under which train or engine movements are authorized by block signals whose indications supersede the superiority of trains for both opposing and following movements on the same track.

CONTROL OPERATOR. — An employe assigned to operate a CTC or interlocking control machine.

CONTROLLED SIDING. — A siding, the entrance to which is governed by signal indication.

CURRENT OF TRAFFIC. — The movement of trains on a main track, in one direction, specified by the rules.

DIVISION. — That portion of a railroad assigned to the supervision of a superintendent.

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

DUAL CONTROL SWITCH. — A power operated switch which, by means of a selector lever and a hand throw lever, may also be operated by hand.

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, and used in train or yard service.

EQUIPPED ENGINE. — An engine equipped with cab signal apparatus including whistle and

acknowledging device in operative condition for the direction in which it is to move.

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

Extra — for any extra train;

Work extra — for an extra train authorized by Form S-H or Form D-H train order.

FACING POINT LOCK. — A locking device which automatically locks the switch points in normal position.

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

Note. — The definition of a "Fixed Signal" covers such signals as block signals, interlocking signals, train order signals, switch targets or lights, such signs as stop signs, yard limit signs, reduce speed and resume speed signs or other permanently installed means for displaying indications to govern the movement of trains or engines.

HOME SIGNAL. — A fixed signal at the entrance of a route or block to govern trains or engines 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.

MANUAL INTERLOCKING. — An interlocking operated by an employe by means of an interlocking control machine.

AUTOMATIC INTERLOCKING. — An interlocking

actuated automatically by the approach of a train or engine.

INTERLOCKING LIMITS. — The tracks between the outer opposing absolute signals of an interlocking.

MAIN TRACK. — A track, other than an auxiliary track, extending through yards and between stations, upon which trains are operated by time-table or train order, or both, or the use of which is governed by block signals.

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

REGULAR TRAIN. — A train authorized by a time-table schedule.

RESTRICTED SPEED. — Proceed prepared to stop short of train, engine, obstruction, or switch not properly lined, and be on lookout for broken rail, or anything that may affect movement of train or engine, but a speed of 20 MPH must not be exceeded.

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.

SIGNAL ASPECT. — The appearance of a fixed signal conveying an indication as viewed from the direction of an approaching train; or the appearance of

a cab signal conveying an indication as viewed by an observer in the cab.

SIGNAL INDICATION. — The information conveyed by the aspect of a signal.

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 original position after having been trailed through.

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

SUBDIVISION. — A portion of a division designated by time-table.

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

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

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

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.

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

YARD. — A system of tracks within defined limits over which movements not authorized by time-table or by train order may be made, subject to prescribed signals and rules or special instructions. Limits of a yard may be indicated by yard limit signs or specified in special instructions.

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

OPERATING RULES

Rules without a prefix are for single or double track.

Rules with a prefix "S" are for single track.

Rules with prefix "D" are for double track.

Where in these rules, in special rules, or in superintendent's bulletins or notices, the following terms appear, they will apply as follows:

CONDUCTOR — To a conductor or to the foreman of a yard engine.

BRAKEMAN — To a brakeman or to a switchman.

TRAINMAN — To a conductor, brakeman, foreman of a yard engine, switchman, engine herder, yard pilot, hostler helper or switch tender.

ENGINEER — To the employe assigned as the engineer on a train or engine and to any employe operating an engine.

FLAGMAN — To any employe who is assigned or instructed to furnish flag protection.

STANDARD TIME

1. Standard clocks will be designated by a sign reading "STANDARD CLOCK" posted above or below the face of the clock. Location of standard clocks will be shown in the time-table.

Employes responsible for setting and regulating standard clocks must provide themselves with a copy of Form 7528 and must comply with the rules and instructions contained therein.

2. Employes listed below must, while on duty, have a reliable pocket watch equipped with a lever set or a wrist watch of a type authorized by special rules which must not vary more than 30 seconds from correct time:

All employes in train, engine or yard service;

All employes whose duties require them to handle train orders or to record or report the arrival, departure or passing of trains except when assigned in office where a standard clock is located;

Such other employes as may be designated.

When such watches are found to vary more than 30 seconds from Standard Time, they must be set to correct time.

3. Conductors, engineers, hostlers, yardmasters, assistant yardmasters, switchtenders and engine herders must compare their watches with a standard clock before commencing each day's work, or before starting on a trip. The time that watches are compared must be registered on prescribed form.

When such employes do not have access to a standard clock, correct time must be obtained from the train dispatcher or operator, or from Bureau of Standards time signal transmitted by telephone, when possible, before commencing each day's work. If this cannot be done, the time must be compared with first

available conductor or engineer who has compared time with a standard clock.

3 (A). Before commencing each day's work or before starting a trip, conductors must, when practicable, compare time with their engineers. At first opportunity conductors must compare time with their brakemen. Engineers must compare time with other members of the crew on the engine.

3 (B). At stations where there is no standard clock, operators must compare time with the train dispatcher as soon as practicable after commencing each day's work, but before making time comparisons with other employes.

When Maintenance of Way or Signal Department employes subject to time service rules do not have access to a standard clock, they must, when practicable, compare time with operator or train dispatcher, before starting each day's work.

3 (C). Rules 3 and 3 (A) also apply to conductors and engineers released from duty in excess of two hours, and when conductor or engineer is changed between terminals.

3 (D). Train dispatchers and employes subject to Rule 2 must not, while on duty, have a watch other than a watch prescribed in Rule 2, in their possession.

3 (E). Employes must present their watches to officers and supervisors for time comparison upon request.

TIME-TABLES

4. Each time-table, from the moment it takes effect, supersedes the preceding time-table, and its schedules take effect on any subdivision at the leaving time at their initial stations on such subdivision.

At the moment a new time-table takes effect, any train authorized by the preceding time-table loses both right and schedule and can thereafter proceed only as authorized by the train dispatcher.

Schedules on each subdivision date from their initial stations on such subdivision.

Not more than one schedule of the same number and day shall be in effect on any subdivision.

4 (A). Notice of new time-table will be given by superintendent's bulletin.

Train order notice of new time-table must be issued to conductors and engineers of all trains for a period of 24 hours before and for six days after the new time-table 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 times.

Unless otherwise specified, the time applies:

On single track, except in CTC territory, at the switch where an opposing train enters the siding; where there is no siding it applies at the station sign.

On double track or in CTC territory, at the station sign.

5 (A). On single track, except in CTC territory, time at scheduled meeting or passing stations is shown

in **bold type**, with the number of the train to be met or passed in small figures adjoining.

6. The following letters, placed before the time in a schedule, indicate:

s – regular stop;

f – flag stop to receive or discharge traffic;

A – arrive.

6 (A). The following letters, placed in column with station name, in time-table indicate:

D – day operator;

N – night operator;

R – train register;

YL – yard limits.

6 (B). The following letters, placed in column provided in the time-table, indicate:

A – automatic interlocking;

F – fueling station;

I – manual interlocking;

P – dispatcher's telephone;

T – turntable;

X – cross-over;

Y – wye.

6 (C). Capacity of sidings is shown in the column provided in the time-table in car lengths based on 55 feet per car. The following letters placed before the capacity of sidings indicate:

C – center siding;

E – eastward siding;

W – westward siding.

SIGNALS

7. Employes responsible for display of signals or whose duties may require them to give signals, must provide themselves with proper appliances, keep them in good order and ready for immediate use.

Employes on trains and engines which operate in territory where they are governed by the rules of another railroad, must provide themselves with necessary signal equipment to fully comply with such rules.

7 (A). All employes must keep a constant lookout for signals.

While the engine is moving, members of the crew in cab of engine must be in position to keep careful lookout in direction of movement and must give the engineer prompt notice of any hand, lantern, fusee or fixed signals or obstruction which may affect the movement of the train or engine. All members of the crew must be alert to receive signals from members of the crews of other trains.

7 (B). Rear view mirror must not be used for observing hand signals or conditions when making couplings or back-up movements.

7 (C). When practicable, all signals must be given or placed on the engineer's side of track, but they must be respected when received from or found on either side.

7 (D). Employes giving hand signals must locate themselves where they can be plainly seen and must give signals in such a way that they can be clearly understood.

7 (E). Employes to whom hand signals are given must act on them promptly and properly. The utmost

care must be exercised to avoid acting on signals that are not understood or may be intended for other trains or engines.

A train or engine must not be moved in response to a hand signal which is not clearly understood or which may be intended for another train or engine until communication is made orally.





7 (F). When backing or pushing an engine, train or cars in response to hand signals, the disappearance from view of the employe giving signals, or the light by which such signals are given, must be regarded as a stop signal except when the employe on the leading car is controlling the air brakes.



7 (G). Yellow flags by day and yellow lights by night will be used by switchtenders in giving hand signals.

HAND SIGNALS

8.

Note. — When the term “hand signals” is used in these rules it includes flag and lantern signals given by hand. The hand, or a flag, moved the same as the lanterns as illustrated in the following diagrams, gives the same indication.

MANNER OF USING	INDICATION
(a) Swung at right angle to the track.	 <p>Stop.</p>
(b) Moved slowly with arm extended horizontally.	 <p>Reduce speed.</p>
(c) Raised and lowered vertically.	 <p>Proceed.</p>
(d) Swung in a circle at right angle to the track.	 <p>Back.</p>

MANNER OF USING	INDICATION
(f) Swung horizontally above the head.	 <p>Apply air brakes.</p>
(g) Held at arm's length above the head.	 <p>Release air brakes.</p>

(h) Any object waved violently by any person on or near the track must be respected as a signal to stop.

(i) Signals prescribed by Rules 8 (a) through 8 (g) must be used for the purposes described. Other hand signals may be used for other purposes providing they are understood by all members of the crew.

(j) Radio communication or other means of oral communication may be used instead of hand signals to convey information.

FLAGS AND LIGHTS

9. Flags or lights of the prescribed color and type must be used as required by the rules by day and lights of the prescribed color and type must be used by night. Flags may be of cloth, metal or other suitable material.

Where authorized, reflectorized material of the prescribed color may be used instead of lights by night.

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

TORPEDOES

10. The explosion of two torpedoes is a signal to immediately reduce speed to 20 MPH or as much slower as conditions require, keeping a close lookout for train or obstruction. After reducing to 20 MPH, speed must not be increased unless train has reached a point one mile from where the torpedoes were exploded.

The explosion of one torpedo will indicate the same as two, but the use of two torpedoes is required in all cases.

Torpedoes must be placed not less than 150 feet apart, and not in the immediate vicinity of station buildings, public crossings, or where they may cause injury.

In placing torpedoes during extremely cold weather or when they may be covered by snow, in addition to placing torpedoes on the rail on the engineer's side of track, duplicate sets of torpedoes must be placed on the other rail directly opposite those normally required.

FUSEES

11. A train or engine finding a burning fusee on or near its track must stop before passing the fusee

and may then proceed not exceeding 20 MPH for at least one-half mile and as much slower as necessary in order to be able to stop short of train or obstruction.

A train or engine finding a burning fusee beyond the nearest rail of an adjacent track, need not stop, but must proceed not exceeding 20 MPH for at least one-half mile after passing the fusee.

11 (A). Fusees must not be placed where they could set fire to anything, nor on road crossings.

TRACK FLAGS, LIGHTS AND SIGNS

12. A train or engine finding a red flag or a red light on or near the track must stop before any part of the train or engine passes the red signal, and must not proceed until proper verbal information as to the cause for the red signal is received, or a proceed signal, given with a yellow flag or yellow light is received, or written instructions are found with the red signal.

12 (A). A train or engine finding a yellow-red reflectorized sign displayed to the right of the track as viewed from an approaching train, must proceed prepared to stop for a red flag or a red light two miles beyond the yellow-red signal.

In the absence of a red signal at that location, train or engine may proceed but must move prepared to stop short of men or machines on or foul of track without flag protection until proceed signal given with yellow flag or yellow light is received or proper verbal information is received from employe in charge, or rear of train has passed a green flag or green reflectorized sign displayed to the right of the track.

12 (B). A yellow flag, or a yellow reflectorized sign displayed to the right of the track as viewed from

an approaching train, indicates that the track beginning at a point two miles beyond the yellow signal is in condition for a speed of not more than 10 MPH unless a different speed is specified by train order or bulletin. Speed must not be increased above that specified until entire train has passed a green flag or green reflectorized sign displayed to the right of the track in direction of movement. When practicable, a member of crew on rear of train must give proceed signal or advise the engineer when rear of train passes the green signal.

On double track, yellow and green signals will be placed only for trains moving with the current of traffic.

12 (C). When necessary to place yellow, yellow-red or green signals at a location other than as prescribed in Rules 12(A) and 12(B), or to omit the use of yellow or green signals, the train dispatcher must be notified and proper information must be included in the train order.

12 (D). Reduce Speed sign, showing the maximum speed permitted in miles per hour, placed to the right of the track as viewed from an approaching train, indicates that the track 2,500 feet distant is in condition for a speed not greater than that shown on the sign. Resume Speed sign, placed to the right of the track as viewed from an approaching train, indicates the end of the Reduce Speed location.

Where two speeds are shown, the higher speed applies to passenger trains, the lower speed to freight trains. Where one speed is shown, it applies to all trains.

Indicated speed must not be exceeded until entire train has passed Resume Speed sign.

Such speed restrictions will also be shown in the time-table.

ENGINE WHISTLE SIGNALS

14. The whistle must be sounded where required by rule or law. In case of whistle failure, speed of train must be reduced and the bell rung when approaching and passing through stations and yards, over public crossings and around curves.

The unnecessary use of the whistle is prohibited and it must not be sounded while passing or being passed by a passenger train, except where required by rule or law, or in case of an emergency.

The signals prescribed are illustrated by "o" for short sounds, "—" for longer sounds.

SOUND	INDICATION
(a) Succession of short sounds.	Apply brakes. Stop. To be used when an emergency exists to call for brakes to be applied on moving train or cars, or when necessary to signal other movements to stop. Other trains or engines hearing this signal must stop at once and must not proceed until it has been determined that it is safe to do so.
(b) — —	Release brakes. Proceed.
(c) — o o o	Protect rear of train.

SOUND	INDICATION
(d) — — — — —	Flagman may return from west, as prescribed by Rule 99.
(e) — — — — —	Flagman may return from east, as prescribed by Rule 99.
(f) o o o —	Protect front of train.
(g) o o	Answer to any signal not otherwise provided for.
(h) o o o	When standing back. Answer to 8 (d) and 16 (c). When running, answer to 16 (d) and 16 (l).
(i) o o o o	Call for signals.
(l) — — o —	Approaching public crossings at grade. Standard sign will designate point at which signal must begin, to be prolonged or repeated until crossing is occupied by engine or cars.

SOUND	INDICATION
(m) — — — — —	This signal must also be sounded approaching tunnels and obscure curves; approaching a train standing on an adjacent track; as an alarm for persons or livestock on the track; as frequently as necessary when moving in fogs, storms or obscure places.
(n) — — — — —	
(o) o —	When standing, air brakes are applied. Inspect train for air leak or brakes sticking.
(p) — — — — —	
(r) — — — — — o	Flagman may return from east on branch or diverging line, as prescribed by Rule 99.
(s) — — — — — o	Flagman may return from west on branch or diverging line, as prescribed by Rule 99.
(t) o o —	Transfer of air brake control.

COMMUNICATING SIGNALS

16. Each car of a passenger train must be connected with the engine by a communicating signal appliance. If the communicating signal fails, or an engine not so equipped is used on a passenger train, verbal understanding must be had between conductor and engineer, and approaching each flag station hand or lantern signal "Proceed" or "Stop" must be given by conductor.

NUMBER OF SOUNDS	INDICATION
(a) Two	When standing – start.
(b) Two	When running – stop at once.
(c) Three	When standing – back the train.
(d) Three	When running – stop at next passenger station.
(f) Four	When running – reduce speed.
(g) Five	When standing – recall flagman.
(h) Five	When running – increase speed.
(j) Six	Shut off train heat.
(k) Seven	Increase train heat.
(l) One	When standing – apply or release air brakes; When running – brakes sticking; look back for hand signals; approaching meeting or waiting points (see Rule S-90).

HEADLIGHTS AND ROTATING AMBER LIGHTS

17. Except as provided in Rule 17 (B), the headlight must be displayed, burning bright, to the front of every train by day and by night. It must be extinguished when a train has stopped clear of the main track to meet a train, or is standing to meet a train at the end of double track or at a junction.

S-17. When headlight of a train on siding is burning, an opposing train must approach prepared to stop before passing headlight and if the head end of train is clear of main track, may proceed at restricted speed to the point where main track may be obstructed.

When a train is to take siding to meet a train and the headlight fails before train is clear of main track, or if view of headlight is obscured by cars or other obstructions, a member of the crew must be sent ahead immediately to stop opposing train until main track is clear.

Exception: Rule S-17 does not apply in ABS or CTC territory.

17 (A). When the headlight fails enroute, a white light must be used in its place, and while moving, the bell rung continuously, the whistle sounded frequently, and the train dispatcher notified at the first opportunity.

Where reflectorized switch lamps or targets are in use, in case of headlight failure at night, trains and engines must approach facing point switches at restricted speed except where automatic block signals are in service.

17 (B) Headlights must be dimmed under conditions outlined below, except in foggy or stormy weather, or when closely approaching or passing over public crossings, or when other conditions make it inadvisable:

In yards where yard engines are employed and at

stations where switching is being done;
When standing close behind another train;
While standing on main track awaiting arrival of an approaching train that is to take siding, but not until approaching train dims its headlight;
Approaching and passing head end and rear end of train on an adjacent track;
Approaching locations where train orders or messages are to be handed up;
At other times to permit passing of signals or when the safety of employes or others requires it.

17 (C). At night, when an engine is backing up without cars or backing up pulling cars, a headlight must be displayed in direction of movement. If not equipped with a headlight, a white light must be displayed.

When a road engine without cars is standing or moving about yards at night under conditions not requiring the display of markers, a light must be displayed on rear of engine. A red light must be used when engine is so equipped.

17 (D). Oscillating white headlight on engines so equipped must be displayed by night while passing through cities and towns and while approaching and passing over public crossings at grade.

17 (E). Oscillating red headlight on engines so equipped must be displayed under the following conditions:

When train becomes disabled or makes sudden stop due to unusual occurrence, or when an adjacent track is obstructed or there is possibility of it being obstructed;
When head end protection is required.

When red headlight is displayed, an opposing train on same or adjacent track must stop before passing

headlight, ascertain the cause and be governed by conditions.

Display of oscillating red headlight does not modify the requirements of Rule 99 or Rule 102.

17 (F). Revolving amber lights on locomotives so equipped must be burning both day and night as follows:

On road engines, when engine is moving, except on trailing units in multiple consist. Light must be extinguished when stopped clear of main track to meet a train.

On yard engines, when moving in a street and when approaching or passing over public or private crossings.

18. Headlight must be displayed to front and rear of yard engines at night and at any time the view is obscured by storm or fog. When not provided with rear headlight, a white light must be displayed.

MARKERS

19. A marker, or markers, must be displayed at the rear of every train. At night markers must display illuminated or reflectorized red indication to the rear.

Exception: In non-ABS territory at night, a train clear of the main track to permit a following train to pass must arrange markers to display an illuminated or reflectorized green to the rear.

19 (A). In non-ABS territory, when the markers of a train ahead display red to the rear, a following train on the same or adjacent track must approach prepared to stop short of rear of preceding train. If rear of preceding train is clear of track being used, following train must proceed at restricted speed until

it can be seen that the entire train ahead is clear of the track being used.

19 (B). The following are authorized for use as markers:

(a) Marker lamps, unlighted by day, lighted by night.

(b) Cupola mounted marker lamp on cabooses so equipped, displaying single red or green light to the rear, as required by Rule 19.

(c) Oscillating red rear end light.

(d) Where authorized by special instructions, reflectorized metal flags.

(e) Where authorized by special instructions, battery operated flashing light marker lamps.

19 (C). Red reflectorized disc with hinged cover, applied to cabooses and car body type units, is for emergency use only as marker in case of power failure, or if prescribed markers are not available.

19 (D). When the rear car in a train is not equipped to display the prescribed markers, a red flag by day, and a light or a red reflector by night must be displayed on the rear of the rear car.

CLASSIFICATION SIGNALS

21. Extra trains must display two white lights by day and by night on the front of the engine.

When two or more engines are coupled together, each engine must display required signals.

One light displayed where two are prescribed will indicate the same as two; but the proper display of all train signals is required.

ENGINE NUMBER INDICATORS

24. On trains, engine number indicators must be illuminated. When an engine consists of more than

one unit, the number of one unit only will be illuminated and will be the identifying number; the numbers of the other units must not be illuminated. When practicable, the number of the leading unit must be used.

INSPECTION AND REPAIR PROTECTION

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

Each class of workmen will display the blue signals and only same class of workmen are authorized to remove them.

Other equipment must not be placed on the same track so as to interfere with the view of the blue signals without first notifying the workmen.

26 (A). When emergency repair work is to be done under the engine or under or about cars in a train and a blue signal is not available, the engineer must be notified by a member of the crew and protection must be given those engaged in making the repairs. Train or engine must not be moved, nor may the air brakes be applied or released until all employes are out from under or from between engine or cars and the engineer has been so advised by the same employe.

26 (B). On repair tracks, a red flag by day and a red light by night displayed on cars indicates such cars must not be moved nor coupled to under any circumstances.

26 (C). MEN AT WORK signs displayed on cranes or other roadway machines must be respected in the same manner that a blue signal is observed.

USE OF SIGNALS

27. A signal imperfectly displayed, or the absence of a signal at a place where a signal is usually displayed, must be regarded as the most restrictive indication that could be given by that signal.

Exception: When a light is not burning on a signal, if the day indication of a semaphore signal is plainly seen, or if an indication is displayed on a color light signal for the route to be used, it will govern.

A signal imperfectly displayed or the absence of a signal at a place where a signal is usually displayed, must be promptly reported to the train dispatcher.

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

Proceed signals as well as stop signals given by switchtenders must be answered by two short sounds of engine whistle.

30. Except where the momentary stop and start, forward or backward, is part of a switching movement, the engine bell must be rung:

When an engine is about to move;

Approaching and passing public crossings;

Approaching and passing station platforms;

Approaching and passing through tunnels;

At any point where required by special instructions or by law.

The unnecessary use of the bell is prohibited.

34. All members of the crew in cab of engine must communicate to each other, by its name, the indication of each signal affecting the movement of their train or engine as soon as it becomes visible or audible. It is the responsibility of the engineer to require compliance with this rule.

SUPERIORITY OF TRAINS

S-71. A train is superior to another train by right, class or 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 opposing trains of the same class.

D-71. A train is superior to another train by right or class.

Right is conferred by train order; class by time-table.

Right is superior to class.

72. First-class trains are superior to second-class trains.

On single track, trains in the direction specified by the time-table are superior to trains of the same class in the opposite direction.

73. Extra trains are inferior to regular trains except that extra trains may pass and run ahead of second-class trains.

MOVEMENT OF TRAINS

81. A main track must not be fouled or occupied without authority, except under flag protection as prescribed by Rule 99.

81 (A). When a train, either on main track or on siding, is to be stopped to be met or passed by another train, or is stopped by a CTC signal at leaving end of a station, stop should be made not less than 300 feet from fouling point or signal when length of train will permit.

82. Time-table schedules, unless fulfilled or annulled, 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 dispatcher.

S-83. A train must not leave its initial station on any subdivision, or a junction, or pass from double to single track, until it has been ascertained whether all trains due, which are superior, have arrived or left.

Exception: This rule does not apply for movement in CTC territory.

83 (A). Stations at which train registers are located are designated in the time-table. At such stations the conductor of every train must enter the required information on the train register unless he is relieved of that duty. Where authorized by special rule or by train order, the conductor may deliver "Train Register Ticket" to the operator who will register for the conductor.

S-83 (A). Before leaving a station where a train register is located, the conductor must furnish the engineer a check of the train register showing the information required by Rule S-83, unless such information is provided by the train dispatcher.

S-83 (B). When a train is required to meet, or wait for, an opposing extra train, or when an extra train has been made superior to an opposing train, the train register must not be used as evidence of the arrival of such extra train except as provided by Form V train order, Examples (4), (5) and (6).

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

85. When a train is delayed, other trains must be allowed to pass promptly. Conductors and engineers will be held jointly responsible for unnecessary delays to trains.

85 (A). The train dispatcher must be advised in advance of any known condition that will delay the train or prevent it from making usual speed.

86. Unless otherwise provided, an inferior train must be clear at the time a superior train in the same direction is due to leave the next station in the rear where time is shown.

D-86. Where Rule 251 is in effect, a train instructed by the train dispatcher to clear another train, must clear the time of such train not less than ten minutes.

87. Necessary identification of trains must be made at meeting and passing points.

S-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 at that time as prescribed by Rule 99.

Unless otherwise provided, an inferior train must clear the time of opposing superior trains not less than five minutes.

87 (A). Where operator's advancing indicators are in service, when a train is required by rule, train order or instructions to take siding for an opposing or following train at that station, and it is desired to advance them on the main track to train order office to receive train order or instructions permitting them to proceed beyond that station, train dispatcher may

instruct operator to display Advance indication. (See Rule 241-F).

A train approaching a station when Advance indication is displayed, must acknowledge with two long sounds of engine whistle and may proceed on main track at restricted speed to train order office and be governed by train orders or instructions received.

When proceeding on an Advance indication against an opposing train and stop is made before reaching train order office, front of train must be protected immediately as prescribed by Rule 99.

Operators must not display Advance indication unless authorized by train dispatcher to do so.

S-88. At meeting points between extra trains, the train in the inferior time-table direction must take the siding unless otherwise provided.

S-89. Unless otherwise provided, the inferior train must take siding at meeting points. The train taking siding must pull into the siding when practicable. If necessary to back in, the front of the train must first be protected as prescribed by Rule 99.

S-89 (A). At train order meeting points, the train holding the main track must stop clear of the switch used by the train to be met in going on siding, unless the train to be met is clear of the main track and switch is properly lined.

S-90. On a train equipped with communicating signal system, conductor must require that one sound of communicating signal be given after passing last station or not less than one mile before reaching a schedule meeting point with a superior train or a station where train is directed by train order to meet

or wait for an opposing train.

Engineer must acknowledge signal by three short sounds of engine whistle. If engineer fails to acknowledge signal, conductor must take immediate action to stop train.

Radio communication may be used instead of communicating signal and engine whistle signal, and when so used an understanding of the conditions must be reached.

91. Unless block signals are in use, trains in the same direction must keep at least ten minutes apart, except in closing up at stations.

The crew of a following train will be responsible for trains keeping ten minutes apart when passed by another train, or before following a train which has been overtaken.

When an operator is on duty, train order signal must be placed to indicate Stop after rear of a train has passed signal and must be kept in that position for ten minutes.

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

93. Within yard limits, the main track may be used without authority conferred by time-table, train order or clearance.

Within yard limits all trains or engines must move prepared to stop short of train, engine or cars unless the main track is seen or known to be clear.

Within yard limits where the main track is protected by a continuous automatic block signal system, protection against other trains or engines is not required.

Within yard limits where the main track is not protected by continuous block signals, protection as

prescribed by Rule 99 must be provided against first class trains.

Unless otherwise authorized, a train or engine must not move against the current of traffic within yard limits until provision has been made for protection of the movement.

Second class trains, extra trains and engines must avoid delay to first class trains within yard limits.

Note. — "Known to be clear" includes when main track is known to be clear by the indication of block signals or interlocking signals.

96. Unless otherwise provided, a train must not leave its initial station on any subdivision without a clearance.

96 (A). A regular train must be authorized by train order when created at a station other than the initial station of the schedule.

S-97. Except where the entire movement is within CTC territory, extra trains must be authorized by train order.

97 (A). Where the entire movement is within CTC or Rule 251 territory, extra trains, except work extras, may be authorized without train orders upon receipt of a clearance addressed to the extra with the engine number and direction. Such clearance provides authority for the designated engine to run extra to the end of CTC territory or Rule 251 territory on that subdivision.

97 (B). Where Rule 251 is in effect, assigned zone locals, turn-around locals and other specific movements authorized by special instructions, having received a clearance at their starting point, may thereafter move with the current of traffic within the limits of their assignment and while on continuous

tour of duty, on verbal authority from the train dispatcher without receipt of additional clearance.

Train order signal displaying Stop, Rule 222 (A), must be respected.

98. Trains and engines must approach the end of double track, junctions, railroad crossings and drawbridges, prepared to stop unless the switches are properly lined, signals indicate proceed and track is clear. Where required by law or stop sign, trains must stop.

When moving against the normal current of traffic on a main track, trains and engines must stop at railroad crossings unless movement over crossing is governed by signal indication.

98 (A). At a railroad crossing not protected by interlocking or automatic interlocking signals, trains and engines must stop before passing stop sign. When view is obscured so that at least 200 feet of the other railroad on each side of crossing cannot be seen from point where train or engine is stopped, a member of crew must be sent to crossing to give proceed signal when safe to proceed. The train or engine must not proceed until proceed signal has been received.

Where a railroad crossing is protected by a gate, if gate is set against the route to be used, train or engine must stop and remain not less than 50 feet from the crossing until the gate is secured against the other route.

98 (B). At a railroad crossing, trains or engines must not be permitted to stand across the tracks of a conflicting route, or foul of such tracks, if it can be avoided.

98 (C). At a railroad crossing at grade protected by signals, trains, engines or cars must not be left

standing between the opposing home signals unless length of consist extends beyond one of those signals.

99. When a train is moving under circumstances in which it may be overtaken by another train, a member of the crew must drop lighted fuses at proper intervals and take such other action as may be necessary to insure full protection.

When a train stops, except when clear of the main track, a member of the crew must go back immediately with flagman's signals a sufficient distance to insure full protection. One-half mile from the rear of his train he will place two torpedoes on the rail; continuing back one and one-half miles from the rear of his train he will place two torpedoes on the rail. He may then return to the two torpedoes one-half mile from the rear of his train where he must remain and flag approaching trains until relieved or recalled.

During foggy or stormy weather and in vicinity of obscure curves or heavy descending grades, or if other conditions make it necessary, he must increase the distance, placing two torpedoes at every one-fourth mile beyond the second set of torpedoes.

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

After the flagman has the necessary torpedoes placed and has returned to the two torpedoes one-half mile from his train, when he is recalled he may return if safety to his train will permit, removing the two torpedoes from rail at that point. When the conditions require he will leave a lighted fusee, and not remove the two torpedoes at that point.

Should a train be seen or heard approaching before the flagman has reached the required distance, he must at once place two torpedoes on the rail, and if it is by night or during foggy or stormy weather, he must at once place two torpedoes on the rail and

leave a lighted fusee at that point and continue in the direction of the approaching train and flag it with a lighted fusee.

If the flagman is recalled before reaching the required distance, he will, if necessary, place two torpedoes on the rail; by night, or during foggy or stormy weather, he must display a lighted fusee in addition, to protect his train while returning.

Flagman's signals:

Day signals — A red flag, not less than ten torpedoes and six fusees.

Night signals — A white light, not less than ten torpedoes and six fusees.

Note 1. — Where authorized by time-table or special instructions, when a train stops on main track where rear of train is protected by a continuous automatic block signal system, flagman must go back immediately with flagman's signals, but need go back only a sufficient distance to insure full protection against following trains moving at restricted speed.

Note 2. — Where authorized by time-table or special instructions when the rear of a train is protected by a continuous automatic block signal system, protection against following trains on the same track is not required.

Note 1 and Note 2 in no way modify the requirements for full flag protection under other circumstances or where protection in accordance with Rule 99 is required by other rules. These provisions do not authorize a reverse movement without full flag protection and do not apply to any unit of equipment which does not actuate the block signals, or to a work extra on single track.

99 (A). Conductors and engineers are responsible for protection of their train, and when protection is necessary, they must see that it is provided with utmost promptness and in strict accordance with the rules.

Other duties must not be permitted to interfere with the protection of a train.

99 (B). When a train requires protection, the engineer must immediately sound whistle signals

14(c) or 14(f). Inability to hear these signals does not relieve members of the crew from protecting their train.

99 (C). When a train is flagged, flagman must give engineer a thorough explanation of the cause, and engineer must be governed by conditions.

99 (D). When a train is unable to proceed against the right or schedule of another train, conductor may send a flagman to hold that train. Flagman must be given written instructions using Form 2511 to show to engineer of train on which he is sent and also to the engineer, and, when practicable, to the conductor of the train to be held. Flagman must ride on engine and engineer must stop and let him off at first switch at station to which he is sent.

Conductors of work trains will issue written flagging instructions when necessary to stop trains to notify them of specific movements of a work train, or when trains are to be held for a work train.

Conductor will retain one copy of flagging instructions.

99 (E). When track is obstructed or unsafe, or before making it impassable or unsafe, full flag protection as prescribed by Rule 99 must be provided in both directions on all tracks affected.

99 (F). When an employe alone finds track or bridge unsafe for trains at normal speed, he must immediately place a red flag by day, or a red light by night, between the rails of the track, or to the right of the track as viewed from an approaching train, in both directions one-fourth mile from the point to be protected. After the red signals are placed, he must go in the direction from which the first train is expected.

One mile from the red signal, he must place two

torpedoes on the rail not less than 150 feet apart. Continuing back two miles from the red signal he must place two torpedoes on the rail not less than 150 feet apart. He must then place torpedoes in the same manner in the opposite direction.

Where there are two or more main tracks, signals must be placed in both directions on all tracks affected.

After the signals have been placed, flagman must return to the point of obstruction and remain until relieved by another flagman, except that if a train approaches, he must go toward it and flag it with hand signals.

100. On freight trains moving between stations, at least one trainman must ride in caboose at rear of train.

On passenger trains, a trainman must ride in rear passenger carrying car where seating accommodations are available, other than a business or dining car.

101. Trains and 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 safe passage of trains or engines at normal speed and no protection has been provided, the radio, telegraph or telephone must not be depended on to notify other trains; protection must be provided in accordance with Rule 99 and a report must be made to train dispatcher by quickest means of communication.

If any member of a train or engine crew has reason to believe that their train or engine has passed over any dangerous defect, the train or engine must be stopped at once and protection provided.

101 (A). During severe storms or when there is indication of high water or any condition which

threatens damage, trains must move at restricted speed. Conductors and engineers must make inquiries at stopping places and when, in their judgment it is necessary, must make extra stops to ascertain the extent and severity of storms and to examine bridges, culverts or other places subject to damage.

When a train is flagged by a track patrolman, in case of storm or indication of storm or high water, patrolman must patrol track ahead of train through the storm area.

101 (B). Trains or engines must not pass over broken rail on curve until joint bars have been securely fastened on both sides of rail at the break. On straight track, trains and engines must stop not less than 200 feet from broken rail and, if considered safe to do so, may proceed if a responsible employe, prepared to give stop signal, watches the movement over the break, but a speed of five miles per hour must not be exceeded.

102. When a train becomes disabled or is stopped suddenly by an emergency application of the brakes or other causes, a lighted red fusee must be immediately displayed on adjacent track at front and rear of train, and adjacent track as well as tracks of another railroad that are liable to be obstructed must immediately be protected in both directions in accordance with Rule 99 until it is ascertained they are safe and clear for the movement of trains. After lighted fusee has been displayed at front of train, headlight must be extinguished.

In such cases, it must be determined by inspection that the train involved and the track to be used are safe for the train to proceed. Train involved must not proceed nor may flagmen be recalled until engineer has been definitely advised by conductor that it is safe to do so.

A train on an adjacent track must not pass the disabled train unless it is preceded by a flagman or unless definitely assured by the conductor of the disabled train that the track is clear and it is safe to proceed.

102 (A). When there has been a derailment, after equipment has been rerailed it must be known by inspection of track and equipment that it is safe for the train to proceed.

102 (B). When an engine leaves its train or part of its train behind, and passes any switch where it would be possible for another train or engine to enter that track, a flagman must be left at all such switches to protect unless return movement has been authorized by train dispatcher.

102 (C). When an engine leaves its train or part of its train behind on the main track, two torpedoes must be placed a sufficient distance in advance of cars left behind to warn the engineer when returning. Returning movement must be made at restricted speed.

103. Public crossings must not be blocked longer than necessary and in no case longer than authorized by instructions or by law.

103 (A). Cars left in the vicinity of a highway or street crossing must be left clear of crossing and when practicable, a sufficient distance from road, sidewalk or street line to afford a clear view for persons approaching from either direction.

103 (B). When a train is parted to clear a public crossing which is not protected by a watchman, or is standing near such crossing, a member of the crew

must, when practicable, protect traffic against trains or engines approaching on main tracks or sidings.

103 (C). Movements over public crossings not protected by a crossing watchman, by gates or by crossing signals in operation, must be protected by a member of the crew under the following conditions:

When kicking or dropping cars over such crossings;

When coupling cars at or near such crossings;

When pushing cars over such crossing, except when an employe on leading car is controlling the air brakes;

When a multiple unit locomotive switching at stations or moving in yards is to back over such crossing.

The employe protecting the crossing under these conditions must be on the ground at the crossing until front of movement has passed over the crossing.

103 (D). At public crossings protected by automatic crossing signals or gates, every effort must be made to avoid actuating these devices unnecessarily by leaving switches open, or permitting cars or engines to stand within controlling circuits.

103 (E). When a train or engine movement is delayed, or is stopped within 3,000 feet of a public crossing protected by automatic crossing signals or gates, any further movement either forward or reverse onto or over the crossing must be protected by a member of the crew unless a crossing watchman is on duty or it is known that automatic crossing protection has been operating for a sufficient time to stop highway traffic.

103 (F). At public crossings protected by a crossing watchman or by gates, yard crews must know that gates are down or crossing is protected

before moving onto or over the crossing. When not so protected, a member of the crew must protect the crossing.

103 (G). When moving against the current of traffic over a public crossing protected by automatic crossing signals or by gates, a member of the crew must protect the crossing unless a crossing watchman is on duty.

103 (H). Automatic crossing signals equipped for manual operation may be operated manually for highway traffic, but must be restored to automatic operation before leaving the vicinity of the crossing.

103 (J). At a public crossing where a watchman is on duty, other employes must not give signal for highway traffic to move over crossing.

104. Unless otherwise provided, the normal position of a main track switch is for main track movement and it must be lined and locked in that position except when changed for immediate movement.

During switching operations, an unattended main track switch must not be left open unless it is known that no other train or engine will pass over the switch.

A main track switch must not be left open for a following train or engine unless left in charge of a member of the crew of such train or engine or an employe assigned to handle switches.

104 (A). Unauthorized persons must not be permitted to handle switches. Employes handling switches must know that switches are properly lined for the movement and that the switch point is closed against the stock rail.

Members of the crew on the engine must keep in mind the location of switches at all points and, when

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

Switches must be left in proper position after having been used.

104 (B). For facing point train movements, switches equipped with locks must be locked. For trailing point movements and for other than train movements, switches must be secured by placing locks or hooks in hasp. Switches not equipped with lock or hook must be secured to the extent practicable. Switches equipped with locks must be locked, and switches equipped with hooks must be hooked, after being used.

If a switch lock is missing or found to be defective a new one must be supplied. If this cannot be done, a report must be made to train dispatcher or yardmaster.

104 (C). Both switches of a cross-over must be left in normal position after having been used. A switch of a cross-over must not be unlocked or lined for cross-over movement while a train or engine is closely approaching or passing on the other track.

Both switches of a cross-over must be opened before a cross-over movement is started and the movement through the cross-over must be completed before either switch is restored to normal position.

104 (D). An employe who is to change the position of a switch behind moving equipment, must not attempt to operate the switch until the entire movement is clear of the switch

104 (E). When an employe has changed the position of a switch for facing point train movement he must, if practicable, cross to the opposite side of the track from the switch stand. If not practicable to

be on the opposite side of track, he must take a position not less than 20 feet from the switch stand and must not return to the switch stand until the train is clear of the switch.

104 (F). When a train is approaching or passing on a main track, employes must not take a position in the vicinity of any main track switch.

When a train or engine is on a siding or other track to be met or passed by a train, the employe who is to attend the switch must not go between the fouling point and the switch until the expected train has passed over the switch.

Note. - Rules 104 through 104 (F) apply to all switches when operated by hand.

104 (G). A rigid switch must not be run through. If a rigid switch is run through, it is thereafter unsafe and must be protected.

If an engine or car is run partly through a rigid switch, the entire movement must be continued; to reverse movement would result in derailment.

When a switch is damaged or defective, it must be spiked, unless section foreman takes charge. If switch cannot be made safe by spiking, a flagman must be left to protect it. Report of damaged or defective switches must be made to train dispatcher or yardmaster.

Engine and train crews using a switch where switch light is imperfectly displayed or is extinguished must, if practicable, correct or replace the light, and must report it to the train dispatcher or yardmaster.

104 (H). Employes in train, engine and yard service must keep in mind the location of derails at all points and must be on the lookout for portable derails on repair tracks and industry tracks. Engines

or cars must not be permitted to pass over derails in derailing position.

All derails must be kept locked in derailing position when not being used, regardless of whether there are cars on the track they protect, and derails equipped with switch stands must be kept locked in non-derailing position while movements are being made over them.

A purple light on a derail indicates the derail is in derailing position.

104 (J). A main track must not be fouled until the main track switch has been opened.

A train or engine leaving a main track must clear the main track before stopping for the trainman who is to restore the switch to normal position. In automatic block signal territory, the main track switch must be kept open until the entire movement has passed the insulated joints at the clearance point.

104 (K). Spring switches are indicated by a letter "S" on the switch target.

When a train or engine stops before completing movement through a spring switch, the switch must be lined by hand before making a reverse movement or before taking slack.

For movement through a spring switch where locomotive does not precede the cars, switch must be operated by hand.

Trains or engines moving against the current of traffic must stop and examine facing points of spring switches before passing over them unless advised by train order that such switches have been spiked.

105. Except where movement is governed by signal indication, trains or engines using any track other than a main track must move prepared to stop

short of a train, engine or obstruction or a switch not properly lined.

105 (A). A siding of an assigned direction must not be used in the opposite direction except when authorized by the train dispatcher or, in emergency, when protected by a flagman.

In entering a siding, rear end of train must be clear of main track, when practicable, before train is stopped.

105 (B). Cars must not be left on sidings without authority from the train dispatcher except in case of emergency. In such case, two torpedoes must be placed at each end of the siding and the train dispatcher must be notified by the quickest means of communication.

106. The conductor and engineer and anyone acting as pilot are equally responsible for safety of train and observance of rules, and under conditions not provided for by the rules, must take every precaution for protection.

106 (A). Other members of the crew must call attention of conductor or engineer immediately to any apparent failure to observe the requirements of rules, time-table, train orders, messages or other instructions.

When conditions or signals require that the train be stopped or speed of train be reduced and the engineer or conductor fails to take proper action to do so, or should the engineer become incapacitated, other members of the crew must take immediate action to stop the train, using emergency brake valve if necessary.

107. When a passenger, mail or express train is standing at a station, no part of that train may be

passed by a train or engine on the side where passengers or head-end traffic are being received or discharged until all passengers and all employes have cleared the track between the train and the station platform. Thereafter, train or engine may pass when preceded by an employe walking just ahead of the engine, or first car when pushing cars, to protect movement.

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

109. Bulletins affecting movement or safety of trains will be issued by superintendent and posted in bulletin books at designated places.

Notices containing other instructions will be posted in separate books.

Employes in train, engine and yard service must read bulletins and notices before the commencement of each trip or day's work. Conductors and engineers must record the number of last bulletin in column provided for that purpose on train register or prescribed form.

D-151. On double track, trains and engines must keep to the right unless otherwise provided.

151 (A). Where tracks are signaled for movement in both directions and there are two or more main tracks, the tracks will be numbered, from north to south, the northern most main track being No. 1 track.

D-152. Unless otherwise authorized, a train or engine must not cross over onto nor obstruct another main track until movement has first been protected in both directions, as prescribed by Rule 99.

D-153. When a main track is obstructed, and it is necessary to move trains against the current of traffic, if unable to communicate with train dispatcher, or when so instructed by train dispatcher, the first conductor reaching point of obstruction will station one of his men at first cross-over east and one at first cross-over west of the obstruction with written instructions to hold all trains moving toward obstruction. All switches between the cross-overs must be properly protected against trains entering between points where flagmen are stationed. The conductor will then personally pilot or direct movement of trains in both directions between the cross-overs.

RULES FOR MOVEMENT BY TRAIN ORDERS

200. Train orders will be issued over the signature of the train dispatcher. They must be brief and clear and in the prescribed forms when applicable, and without erasure, alteration, interlineation or punctuation.

201. Unless otherwise provided, train orders, once in effect, continue so until fulfilled, superseded or annulled. Any part of an order may be superseded or annulled.

Except as provided in Rule 201 (A), train orders held by or issued for, or any part of a train order relating to a regular train, become void when such train loses both right and schedule as prescribed by Rule 4 or Rule 82, or its schedule is annulled.

Except as provided in Rule 201 (A), train orders held by an extra train, except a work extra, become void when such extra train arrives at the station to which it was authorized to run, or the authority for its movement is annulled.

201 (A). Train orders annulling a schedule and slow orders or cautionary orders issued to a conductor or an engineer continue in effect to them on a continuous trip or tour of duty.

202. Train orders must show train order number, date of issue and name of station where copied. Each train order must be given in the same words to all employes or trains addressed.

203. Train orders must be addressed to those who are to execute them. Those for a train must be addressed to the conductor and engineer and to anyone acting as its pilot; those for a yard engine may

be addressed to the yardmaster, or to the conductor and engineer.

Train orders addressed to operators affecting the movement of trains must be respected by conductors and engineers of trains affected.

204. In train orders and clearances, regular trains must be designated by number as "No 10", adding engine number in train orders when practicable. Extras will be designated by engine number and direction as "Extra 798 East"; work extras by engine number as "Work Extra 201".

When necessary to use the engine number of a foreign line engine in train orders, or clearances, the name or initials of the railroad must precede the engine number.

204 (A). Time in body of train orders must be stated in words and duplicated in figures, as "ten one 1001 AM". Even hours, such as "1000 AM" must not be used in train orders. Other numbers will be shown by figures only.

204 (B). In transmitting and repeating train orders, names of stations must be pronounced, then spelled letter by letter. Numerals, except time, must be pronounced, then confirmed by naming each figure separately, using the word "oh" for ciphers. Time must be spelled, letter by letter, then confirmed in figures, naming each figure separately.

Examples:

"Aurora A-U-R-O-R-A" "Engine twenty two forty; two two four oh"

"T-w-o t-e-n; two one oh PM"

205. To transmit a train order, the signal "Copy", followed by the number of copies to be

made and the direction, must be given to each office addressed; thus, "Columbus, copy three west."

206. A train order to be sent to two or more offices must be sent simultaneously to as many of them as practicable. The addresses must be in the sequence of the superiority of trains.

When not sent simultaneously to all, the train order must be sent first to the train being restricted.

207. Operators must not write any part of a train order until it has been transmitted by the train dispatcher. When train orders are typewritten, ALL CAPITAL letters must be used.

Operators receiving train orders must make the required number of copies during transmission, when practicable. A copy of each train order must be retained in the office.

207 (A). Except as provided in Rule 207 (B), when the required number of copies of a train order cannot be made during transmission, operators must make additional copies from one previously repeated and must then repeat to the train dispatcher from the new copies each time additional copies are written. Such copies must bear the original date of issue, time made "complete" and name of operator who originally copied the order, followed by the initials of the operator who recopied the order. A copy of each writing of such orders must be retained, bearing notation showing time and date the order was repeated, thus: "Repeated 1120 PM Dec 18 1967"

207 (B). In train order offices where duplicating machines are available, such machines may be used for reproduction of train orders when sufficient copies cannot be made at one writing.

208. When a train order has been transmitted, operators must, unless otherwise directed, repeat it at once in the succession in which the several offices have been addressed. Each operator receiving the order must observe whether the others repeat correctly and must advise the train dispatcher if another operator repeats incorrectly.

When a train order has been repeated correctly, the response "Complete" and the time will be given by the train dispatcher. The operator receiving this response will write or typewrite, in the space provided, the time and his last name.

208 (A). Operator who receives a train order for an inferior train must not be permitted to repeat it until operator who receives it for superior train has sent "X" response or repeated train order.

208 (B). When directed by train dispatcher, after a train order has been copied, it may be acknowledged before repeating, by operator responding: "X (Number of Train Order) to (Train Number)", with operator's initials and station call. Operator must then write on train order his initials and time "X" response was given.

209. When a train order has been repeated, or the "X" response has been given, the train addressed must be held until the order is made "Complete."

If communication fails before an operator has repeated a train order or has sent the "X" response, the train order at that office is of no effect and must be there treated as if it has not been sent.

210. When an error is made in transmitting a train order before it has been repeated, all copies of that order must be destroyed immediately and if reissued, another number must be used. If a train

order in which an error has been made has been repeated, that order must be annulled.

211. In transmitting a train order of a previous date, the order must bear the original date of issue and the initials of the train dispatcher who originally issued the order. When made "Complete," operator and train dispatcher must show current date following the "Complete" time.

212. A legible copy of each train order must be furnished for each employe addressed and, on a passenger train, for the rear trainman, unless the order has been annulled by an order addressed to the operator.

212 (A). When a train has more than one engine, each engineer must receive a copy of all train orders and clearances addressed to that train. When an engine is added to a train between terminals, the engineer of that engine must be provided with copies of all train orders affecting his movement.

214. Train orders must be read promptly upon receipt by those to whom they are addressed. Conductors must, when practicable, obtain from engineers an understanding of all train orders before they are acted upon.

Conductors must, when practicable, show train orders, clearances and messages to their trainmen. Engineers must show train orders, clearances and messages to all members of the crew on the engine.

Other members of the crew must read and be familiar with the contents of train orders and messages and must assist the conductor and engineer in observing the requirements contained in them.

214 (A). When a conductor or engineer, or both, are relieved before completion of a trip, all train

orders, clearances and instructions held by them must be delivered to relieving conductor and engineer. Such train orders, clearances and instructions must be compared by relieving conductor and engineer before proceeding.

215. Except at initial stations, a train order must not be issued for a train at the point where its movement is restricted for an opposing movement if it can be avoided. When so issued, except at initial stations, the fact must be stated in the order in the form:

"_____ gets this order at _____"

The operator receiving such an order for the train being restricted must place two torpedoes on the rail not less than one thousand feet from the train order signal in the direction of the restricted train before the order may be made "Complete" to the train being advanced. In addition, the operator must stop the restricted train, using a red flag or a red fusee, before the train dispatcher may OK the clearance for that train.

A train advanced to a station where opposing train receives the order must approach that station expecting to find train receiving the order on main track, and where conditions require, train advanced must protect against opposing train as prescribed by Rule 99.

216. Under the following circumstances, an operator must not be permitted to repeat a train order, or give the "X" response to a train order, restricting the movement of a train until he has obtained the signature of the engineer and, when practicable, the signature of the conductor, to the order:

When the engine of the train being restricted has passed the train order signal displaying "Proceed" indication;

When the train being restricted has received a clearance at that station;

When a work extra is to be restricted after having received its work order.

217. A train order to be delivered 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 person in whose care it is addressed, and who is responsible for its delivery.

When delivery is to be made by the conductor or engineer of another train, the numbers of such orders must be shown on the clearance of the train making delivery and both the conductor and engineer must be supplied with copies. If necessary, train must be stopped to effect delivery.

218. To relay a train order, the train dispatcher must transmit it to the employe at the relaying office who must then transmit it to destination. The employe receiving it at destination must, after obtaining the signatures of the conductor and engineer when required, repeat it to the relaying office, where each word and figure must be underscored as it is repeated. It must then be repeated to the train dispatcher and if correct "Complete" will be given by the train dispatcher and relayed to destination.

219. A train must receive a clearance before leaving a station where train orders are delivered to it, before leaving its initial station, and when a train order signal indicates Stop.

A clearance for a train must be addressed to the conductor and engineer and also to anyone acting as its pilot. The operator must supply a copy for each employe addressed and, on a passenger train, for the

rear trainman. When a train has more than one engine, a copy must be furnished for each engineer.

219 (A). Upon receiving a clearance, conductors and engineers must, and other members of the crew will, see that their train is correctly designated and that they receive the train orders listed on the clearance.

220. A clearance must be filled out by the operator before clearing a train, making the necessary number of copies at one writing. He must show thereon the numbers of all train orders he has for that train, listed in the following sequence:

Movement orders of previous date;

Movement orders of current date;

Slow or cautionary orders.

He must then transmit this information to the train dispatcher in the following manner, example: "Gibbon, clear Extra 201 West with orders numbers 25, 27, 3 and 475."

The train dispatcher must make the required record, check the train order numbers, and if correct must reply, example: "Gibbon, Orders Numbers 25, 27, 3 and 475 OK to Extra 201 West at 1235 AM."

The operator will then record on the clearance the time and his last name, and must retain a copy.

220 (A). An operator must not issue a clearance to a train unless it has been "OK'd" by the train dispatcher except when communications have failed. When communications have failed, if all train orders for that train have been made "Complete," clearance may be issued.

Exception: In no case may an operator issue a clearance authorizing an extra train as provided in Rule 97 (A) without authority from the train dispatcher.

When communication is restored, the operator must advise the train dispatcher the time each train was cleared and the numbers of the train orders delivered, which the train dispatcher must record.

220 (B). When more than one clearance is issued to a train at a station, the last clearance must show the numbers of all train orders the train receives at that station and the operator must destroy all copies of other clearances he has for that train. If a previous clearance has been delivered to such train, the operator must take it from the crew when it can be done without causing delay.

When necessary to issue a restricting order to a train which has received a clearance, in addition to obtaining the signatures of the conductor and engineer to the restricting order as required by Rule 216, all previous clearances received at that station must be taken up by the operator and must be destroyed.

220 (C). When clearance is used for spacing trains, operator must write in margin of clearance time train may go.

Example:

"No. 85 may go at 215 PM"

Train addressed must not leave before the time shown.

TRAIN ORDER SIGNALS

221. Where provided, fixed signals of the types prescribed in Rule 222 will be used at train order offices. When there are train orders to be delivered, the train order signal must indicate Stop for the direction of train addressed; when there are no train orders to be delivered, it must indicate Proceed except when displayed at Stop to space trains as provided in Rule 91.

221 (A). At stations provided with a train order signal, when operator receives the signal "Copy" followed by the direction and the number of copies to be made, he must immediately display the train order signal at Stop for the direction specified and then reply, example, "Columbus SD west (or east)." Until all train orders for trains in that direction have been delivered or annulled to the operator, the train order signal must not be restored to Proceed position.

Exception: When transmitting a train order for a train which originates at a station, and such train is otherwise required to receive a clearance at that station, the train dispatcher may instruct the operator not to display the train order signal at Stop.

221 (B). Operators must have proper signal appliances for hand signalling ready for immediate use and must use hand signals should the fixed signal fail to work properly.

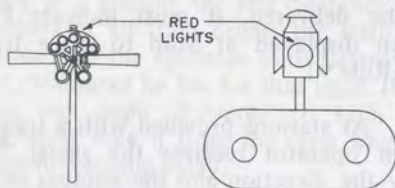
222. Aspects of train order signals will be shown by the position of semaphore arms, position of targets, color of lights or a combination thereof as shown in Rules 222 (A) and 222 (B).

Where a semaphore type signal is used, governing arm is displayed to the right of the mast as viewed from an approaching train.

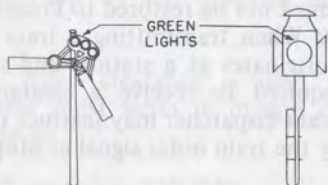
The indication displayed on a train order signal in

a given direction governs all trains moving in that direction on any track.

Rule	Aspect	Name	Indication
222 (A)		Stop Signal	Stop for orders unless clearance is received.



222 (B)		Clear Signal	Proceed
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ABBREVIATIONS

223. Abbreviations must not be used in train orders, clearances or train order books, except as follows:

- Initials for signature of train dispatcher;
- Office calls and other abbreviations as are authorized by superintendent;
- Names of months: Jan, Feb, Mar, Apr, Aug, Sept, Oct, Nov, Dec;
- C & E —Conductor and Engineer;
- Com —Complete;
- Condr —Conductor;

- Div —Division;
- Eng —Engine;
- Engr —Engineer;
- Frft —Freight;
- Jct —Junction;
- Mins —Minutes;
- MP —Mile Post;
- MPH —Miles Per Hour;
- No —Number;
- Opr —Operator;
- Orig —Originating;
- Psgrr —Passenger;
- Subdiv —Subdivision;
- Supt —Superintendent;
- X —Train will be held until train order is made complete;
- YM —Yardmaster.

FORMS OF TRAIN ORDERS

S-A.

FIXING MEETING POINTS FOR OPPOSING TRAINS

- (1) *No 1 meet No 2 at B*

- (2) *No 5 meet Extra 202 East at B*

- (3) *Extra 201 West meet Extra 202 East at B*

The trains named in such orders will run, with respect to each other, to the designated point and there meet in the manner prescribed by the rules.

These examples may be modified by adding, "_____ take siding at B".

D-A.

FIXING A MEETING POINT FOR A TRAIN HANDLING LOAD OF EXCESS WIDTH

- (1) *Extra 201 West meet No 2 at G with center siding between trains*

- (2) *Extra 201 west meet Extra 202 East at H
Extra 201 West take siding at H so will have westward main track between trains*

- (3) *Extra 201 West meet Extra 202 East between MP 107 and MP 108
where track centers provide safe clearance*

To be used to provide meeting point on double track when a train has a load 13 feet or more in width, or when opposing trains each have loads of excess width.

The trains named must meet at the location named and must take necessary action to insure safe passage.

B.

AUTHORIZING A TRAIN TO RUN AHEAD OF A SUPERIOR TRAIN

- (1) *Extra 594 East run ahead of No 6 M to B*
The first-named train may run ahead of the second-named train between the points designated.
When a train is delayed after having been authorized to run ahead of a superior train, it may allow the superior train to pass and the order must then be considered as having been fulfilled.

C.

GIVING RIGHT OVER ANOTHER TRAIN IN THE SAME DIRECTION

- (1) *Extra 21 West has right over Extra 25 West
(or all westward trains) A to Z and wait at*

<i>A</i>	<i>until twelve fifty</i>	<i>12 50 P M</i>
<i>C</i>	<i>one ten</i>	<i>1 10 P M</i>
<i>E</i>	<i>one twenty</i>	<i>1 20 P M</i>

This form gives right to the first-named train over the other train or trains between the points named. The second-named train or trains must keep clear of the first-named train as required by Rule 86.

The first-named train must not pass the designated waiting points before the times specified.

S-C.

GIVING RIGHT OVER AN OPPOSING TRAIN

- (1) *No 2 has right over No 1 X to G*
If the second-named train reaches the point last named before the other arrives, it may proceed, keeping clear of the opposing train as required by Rule S-87.
- (2) *Extra 38 East 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.

(3) *Extra 38 East has right over Extra 37 West (or all westward trains) X to G*

Opposing trains over which the extra is thus given right must not go beyond the point last named until the extra train has arrived, unless authorized by train order to do so.

(4) *Extra 38 East has right over Extra 37 West (or all westward trains) X to G and wait at*

<i>M</i>	<i>until nine fifty nine</i>	<i>9 59 A M</i>
<i>L</i>	<i>ten thirty</i>	<i>10 30 A M</i>
<i>K</i>	<i>ten fifty five</i>	<i>10 55 A M</i>

The first-named train must not pass the designated waiting points before the times specified.

Examples (4) and (5) of Form E may be used in connection with this example.

(5) *Extra 38 East has right over Extra 37 West X to G and wait at M until nine fifty nine 9 59 A M for Extra 37 West*

The first-named train must not pass the designated waiting point before the time specified, unless the second-named train has arrived.

When an extra is given right over an opposing extra, such extra must be given right to the end of its running order, or to the station at which the opposing extra originates, whenever practicable. When it is necessary to confer right to an intermediate point, the train dispatcher must add to the order in the form:

*Extra 38 East must not leave G unless
Extra 37 West has arrived*

Examples (1), (2), (3), (4) and (5) of Form S-C

give right to the first-named train over the other train (or trains) between the points named.

The train or trains thus made inferior must keep clear of opposing superior train as required by Rule S-87.

When a train is given right over another train between two stations, if the trains meet at either of the designated stations, the first-named train must take the siding unless the order otherwise provides.

Examples (1), (2), (3), (4) and (5) may be modified by adding:

*at (first-named station)
and at (second-named station)*

These modifications confer right to the first-named train over the other train between the switches of the siding at the station or stations named and the second-named train must take siding if the trains meet at that station.

E.

TIME ORDERS

(1) *No 1 run fifty 50 mins late A to G*

(2) *No 1 run fifty 50 mins late A to G and forty 40 mins late G to K*

This makes the schedule time of the train named, between the stations designated, as much later as stated in the order, and any other train receiving the order is required to run with respect to this later time as before required to run with respect to the regular schedule time.

The time in the order must be such as can be easily added to the schedule time.

- (3) *No 1 and No 3 wait at*
N until nine fifty nine 9 59 A M
P ten thirty 10 30 A M
R ten fifty five 10 55 A M

The train, or trains, named must not pass the designated points before the times specified. Other trains receiving the order are required to run with respect to the time specified at the designated points, or any intermediate station where the 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, or trains, named.

After (3) has been used, the train or trains named may be run late on that order as follows:

- (4) *No 1 and No 3 run one hour late on Order No 3*
N to R

This makes the time of the trains named, at the stations included, that much later than the time specified in the designated order, and any other trains receiving the order must run with respect to this later time as before required to run with respect to the time specified in the designated order.

After (4) has been used, the trains named must not be run late on the time-table schedule.

When (1), (2) or (4) is used and the last named station is not the terminal station of the schedule, a waiting time must be added to the order in the form:

- (5) *and wait at _____ (last named station)*
until eleven fifty five 11 55 A M

To relieve a train from protecting against following extra trains, (6) must be used:

- (6) *All eastward extra trains between H and B except*
Extra 77 East wait at H until four ten 4 10 P M

Extra trains named except Extra 77 East must not pass the first-named station before the time specified.

Extra 77 East is relieved from protecting against following extra trains between H and B until the time specified.

This order does not authorize train movements in the opposite direction.

When a regular train is to be relieved from protecting against following extra trains, the words, "except Extra 77 East" will be omitted.

S-E.
TIME ORDERS

- (1) *No 1 wait at H until nine fifty nine 9 59 A M for*
No 2

- (2) *No 1 wait at*
N until nine fifty nine 9 59 A M
P ten twenty 10 20 A M
R ten thirty 10 30 A M
for No 2

The train first-named must not pass the designated points before the times specified, unless the other train has arrived.

The last-named train is required to run with respect to the times specified at the designated points or any intermediate station where the schedule time is earlier than the times specified in the order, as before required to run with respect to the schedule time of the first-named train.

G.
EXTRA TRAINS

(1) *Eng 99 run extra A to F*

(2) *Eng 99 run extra A to F and return to A*

The extra must go to F before returning to A.

(3) *Eng 99 run extra leaving A on Thursday Feb 17 as follows with right over all trains*

<i>Leave A eleven thirty</i>	<i>11 30 P M</i>
<i>C twelve twenty five</i>	<i>12 25 A M</i>
<i>E one forty seven</i>	<i>1 47 A M</i>
<i>Arrive F two twenty two</i>	<i>2 22 A M</i>

This form may be varied by specifying the particular trains over which the extra shall have right.

Trains over which the extra is thus given right must clear the extra as required by Rules 86 or S-87.

An extra authorized by this order must not pass the designated points before the times specified.

Examples (3), (4) and (5) of Form E and Examples (1) and (2) of Form S-E may be used in connection with an extra created by this order.

(4) *Eng 99 run extra A to F This order is annulled at seven ten 7 10 P M*

The extra authorized by this order must be clear of the main track at the time specified, or protected in both directions at that time as prescribed by Rule 99.

(5) *After seven ten 7 10 P M Oct 17 Eng 98 run extra F to A*

The extra authorized by this order must not leave the point first named before the time specified.

Form G orders do not give the extra right to occupy the main track between the switches of the siding at A or F.

S-H.
WORK EXTRA

(1) *Eng 292 works extra six forty five 6 45 A M until five forty five 5 45 P M between D and E*

The work extra must, whether standing or moving, protect itself against extra trains within the working limits in both directions as prescribed by the rules. The time of regular trains must be cleared.

This may be modified by adding:

(2) *Not protecting against eastward extra trains*

Protection against eastward extra trains is not required.

(3) *Not protecting against extra trains*

Protection against extra trains is not required.

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 against, a designated extra after a specified time, an order may be given in the following form:

(4) *Work Extra 292 clears (or protects against) Extra 76 East between E and D after two ten 2 10 P M*

Extra 76 East must not enter the working limits before 2:10 P.M., and must then run expecting to find the work extra clear of the main track, or protecting itself, whichever the train order requires.

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

(5) *Work Extra 292 protects against No 55 (or westward second 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 must run expecting to find the work extra protecting itself.

When a work extra is to be given exclusive right over all trains, the following form must be used:

(6) *Work Extra 292 has right over all trains between D and E seven fifteen 7 15 P M until one fifteen 1 15 A M*

This form gives the work extra the exclusive right between the points designated between the times named and no other train may enter the working limits before the time last named.

(7) *On Feb 17 Eng 292 works extra six forty five 6 45 A M until five forty five 5 45 P M between D and E*

This form must be used to authorize a work extra in advance and may specify more than one date.

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

All extra trains operated through or within the working limits must be given a copy of the work order. Should the work order direct a work extra to not protect against extra trains in one or both directions, such extra trains must protect against the work extra.

Examples (1) and (7) do not give the work extra right to occupy the main track between the switches of the siding at either of the stations named.

D-H.

WORK EXTRA

(1) *Eng 292 works extra on eastward track (or both tracks) six forty five 6 45 A M until five forty five 5 45 P M between D and E*

The work extra must, whether standing or moving, protect itself within the working limits against extra trains moving with the current of traffic on the track or tracks named. The time of regular trains must be cleared.

This form does not confer right to the work extra to occupy the main track between the switches of the siding at either of the points named, nor to move against the current of traffic.

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

(2) *Work Extra 292 protects against No 55 (or second 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 must run expecting to find the work extra protecting itself.

When a work extra is to be given exclusive right over all trains, the following form must be used:

(3) *Work Extra 292 has right over all trains on eastward track (or both tracks) between G and H seven one 7 01 P M until one one 1 01 A M*

This order gives the work extra the exclusive right to the track or tracks mentioned between the points designated between the times named and no other train may enter the working limits before the time last named.

When it is desired to move a train against the current of traffic over the working limits, provision must be made for the protection of such movement.

(4) *Work Extra 292 clears No 15 (or Extra 76 West) on eastward track between D and E after two ten 2 10 P M*

No 15 (or Extra 76 West) moving against the current of traffic D to E

No. 15 (or Extra 76 West) must not leave D before 2:10 P.M. The work extra must be clear of the eastward track at 2:10 P.M.

Example (4) to be used, in addition to Form D-R when it is desired to move a train against the current of traffic in territory where a work order is in effect.

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

J.

HOLDING ORDER

(1) *Hold No 2*

(2) *Hold all (or eastward) trains*

When a train has been so held it must not proceed until the order to hold is annulled or an order is issued to the operator in the form:

No 2 may go

These orders must be addressed to the operator and must be delivered to all trains affected.

Form J may be used only when necessary to hold trains until orders can be given, or in case of emergency.

Train orders addressed to operators affecting movement of trains must be respected by conductors and engineers of trains affected.

K.

ANNULLING A SCHEDULE

(1) *No 1 due to leave A Feb 29 is annulled A to Z*

(2) *No 5 due to leave E Feb 29 is annulled E to G*

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

L.

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 must be addressed to the operator, who must 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 annulling an order of a previous date, the date of the order annulled must be included in the annulling order.

M.

ANNULLING PART OF AN ORDER

(1) *That part of Order No 1 reading No 3 wait at G until two ten 2 10 P M for No 4 is annulled*

(2) *That part of Order No 2 reading No 3 meet Extra 202 East at K is annulled*

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

P.

SUPERSEDING AN ORDER OR A PART OF AN ORDER

This order must be issued by adding to prescribed forms the words "instead of _____".

- (1) *No 1 meet No 2 at C instead of B*
- (2) *No 1 run forty 40 mins late instead of fifty 50 mins late A to Z*

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.

D-R.

PROVIDING FOR A MOVEMENT AGAINST THE CURRENT OF TRAFFIC

- (1) *No 1 has right over opposing trains on eastward track C to F*

The designated train must use the track specified between the points named and has right over opposing trains on that track between those points. Opposing trains must not leave the point last named until the designated train arrives.

All trains between the points named moving with the current of traffic in the same direction as the designated train must receive a copy of the order, and may then proceed on their schedules or rights.

This order may be modified as follows:

- (2) *After No 4 arrives at C No 1 has right over opposing trains on eastward track C to F*

The train to be moved against the current of traffic must not leave the first-named point until the arrival of the first-named train.

A train must not be moved against the current of traffic until the track on which it is to be run has been cleared of opposing trains.

D-S.

PROVIDING FOR THE USE OF ONE MAIN TRACK OF DOUBLE TRACK BY TRAINS IN BOTH DIRECTIONS

- (1) *From eight one 8 01 A M until five one 5 01 P M May 15 all trains must use eastward track between west switch at F and east crossover at G All trains must stop before fouling eastward track between these points unless proceed signal given with yellow flag or yellow light is received from employee in charge of switches*

To be used when one of the main tracks is to be removed from service and all trains in both directions are to use the remaining track with an employee in charge of switches at each end of territory designated.

Movements between the designated locations will be supervised by the train dispatcher who will issue necessary instructions verbally to the employees in charge of the switches. For trains moving against the normal current of traffic, Rule 91 applies.

T.

NOTICE OF NEW TIME-TABLE

This form must be used in accordance with Rule 4 (A):

- (1) *Time-table No 99 takes effect at twelve one 12 01 A M July 1 19__*

Trains and engines must not occupy the main track after the effective time and date of new time-table unless the crews have received copies of the new time-table.

U.
CHECK OF TRAINS

These forms must be used when it is desired to give a train the information required by Rule S-83.

(1) *All (regular) (first class) trains (except No _____) due at C at or before six fifty 6 50 A M (have passed) (have arrived) (have left)*

(2) *No 1 and No 2 (have arrived) (have left) (have passed) G*

When it is desired to inform a train of the departure or arrival of an extra train, the following form must be used:

(3) *Extra 99 West has left A (has arrived F) on Order No _____*

V.
TO MODIFY CLEARANCE OR
REGISTER REQUIREMENTS

(1) *No 3 need not receive clearance at C*

(2) *Clearance received at _____ by
Extra 203 West is cancelled*

This form, cancelling a clearance received by an extra train at its initial station, cancels the authority for that extra train to proceed.

(3) *No 3 need not register at C*

(4) *Extra 37 West register at C on Order No _____*

(5) *Extra 38 East may check register at C against
Extra 37 West on Order No _____*

(6) *No 2 may check register at C against
Extra 37 West on Order No _____*

Examples (4), (5) and (6) must be used when it is desired to permit a train to accept the train register as evidence of the arrival of an extra train as provided in Rule S-83 (B).

When Example (4) is used, number and date of order specified must be entered in column of train register captioned "Signals".

W.
AUTOMATIC BLOCK SIGNALS

(1) *Signal(s) 1234 (and 1235) is (are) temporarily removed from service*

Indication displayed by Signal 1244 governs eastward movement to Signal 1214 (Indication displayed by Signal 1215 governs westward movement to Signal 1245) Any restrictive indication displayed by Signal 1234 (or Signal 1235) must be respected

To be used when necessary to remove a block signal or block signals from service temporarily.

Trains receiving the order may disregard the signals named unless such signals display a restrictive indication.

X.
SLOW OR CAUTIONARY ORDERS

(1) *All trains (psgr trains) (frt trains) must not exceed
_____ MPH between MP _____ and MP _____*

Trains receiving this order must be governed accordingly.

May be modified by adding:

(2) *Yellow and green signals not displayed*

- (3) *Yellow signals not displayed* _____
- (4) *Yellow signal for eastward trains located* _____
- (5) *Extra 201 West must not exceed* _____ *MPH*
to _____ *with* _____ *in train*

To be issued when speed of train is to be restricted because of certain equipment or load in train.

- (6) *Extra 201 West leaving Council Bluffs two thirty 2 30 P M has (car initial and number) load* _____ *feet* _____ *inches wide*
Rule 805B governs

To be issued when specified load exceeds twelve feet in width.

All freight trains and mixed trains which may meet or pass the designated train must receive a copy of the order.

- (7) *Extra 400 West leaving Council Bluffs four one 4 01 P M (date) has UP 52697 load 13 feet 4 inches wide which must not pass or be passed by other equipment except where track centers provide safe clearance Eastward trains must have train order meeting point with Extra 400 West*
Extra 400 West must know there is safe clearance before permitting a following train to pass

Except in CTC territory, to be issued when the specified load is thirteen feet or more in width.

Eastward trains receiving this order must not proceed after the time shown unless they have received a train order fixing a meeting point with the

designated train where track centers provide adequate clearance.

The designated train must not permit a following train to pass except where track centers provide adequate clearance.

Y.
PROTECTION OF
GANGS OR MACHINES

(1) From (time)M until (time)M (date) between MP _____ and MP _____ all trains on _____ track (or tracks) must approach (gang) (machines) on or foul of track at restricted speed and must stop before passing (gang) (machines) unless proper verbal information is received from (General Foreman A B Smith) or proceed signal given with yellow flag or yellow light is received.

Trains receiving this order must proceed within the designated limits between the times shown as the order directs.

A train within these limits at the time the order becomes effective must proceed as the order directs until rear of train has passed beyond the limits designated in the order.

Train being governed by Form Y order receiving verbal authority to proceed, or proceed signal given with yellow flag or yellow light, may then proceed at normal speed unless otherwise restricted.

Z.
TO TAKE A TRACK
OUT OF SERVICE

(1) From seven one 7 01 A M until five one 5 01 P M October 23 _____ Branch is out of service between A and Z

No train or engine may enter or use main track between designated stations between specified times.

GENERAL DESCRIPTION OF SIGNALS

Block signals and interlocking signals are of the color light type. Their aspects are shown by lights of the prescribed color as viewed from an approaching train and may be qualified by flashing of lights, or by number plate or letter plate.

Block and interlocking signals, as far as practicable, are located adjacent to or directly over the track which they govern.

Two signals may be bracketed and located on one supporting mast for displaying indications on two tracks, right hand signal governing right hand track and left hand signal the left hand track.

When a track intervenes between a signal and track governed, a stub post with a blue light at night, will be placed to the right of the signal.

Unless otherwise indicated, where two or more signals are located on the same mast, the upper signal will govern main route and the lower signal or signals will govern diverging route or routes.






At locations where one-unit or two-unit signal, located on signal bridge or mast, is accompanied by a dwarf signal at the same location governing movements on the same track in the same direction, such dwarf signal is to be regarded as the lower unit of a two-unit or three-unit signal.

Stop signals are designated by the absence of number plates and may also be marked by a plate bearing the letter "A".

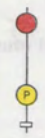
Stop-and-Proceed signals are designated by number plates.

Block signal numbers indicate their location approximately in miles and tenths according to mile posts. Signals governing eastward trains have even numbers and signals governing westward trains have odd numbers.

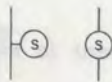
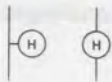






RULE	ASPECTS
240F	 <p data-bbox="243 236 403 263">FLASHING YELLOW LIGHT ON ANY SIGNAL</p>
240G	 <p data-bbox="184 507 525 522">(WITH OR WITHOUT LETTER "A" OR NUMBER PLATE)</p>
240L	 <p data-bbox="184 707 525 721">(WITH OR WITHOUT LETTER "A" OR NUMBER PLATE)</p>
240M	 <p data-bbox="184 906 525 921">(WITH OR WITHOUT LETTER "A" OR NUMBER PLATE)</p>
240N	 <p data-bbox="243 1025 347 1052">LUNAR LIGHT ON ANY SIGNAL</p>

NAME	INDICATION
Advance approach	Proceed. Speed passing next signal must not exceed 40 MPH.
Approach Diverging	Approach next signal prepared to proceed on diverging route at prescribed speed.
Diverging approach	Proceed on diverging route prepared to stop at next signal. Prescribed speed through turn-out. Trains exceeding 30 MPH must immediately reduce to that speed.
Diverging clear	Proceed on diverging route. Prescribed speed through turn-out.
Restricting	Proceed on route indicated at restricted speed.

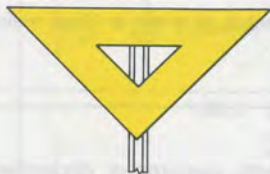
RULE	ASPECTS	NAME
240P	 <p>(SUCH MARKER WILL BE ATTACHED TO SIGNAL MAST)</p> <p>(WITH NUMBER PLATE)</p>	

NAME	INDICATION	RULE
Permissive	Proceed at restricted speed to the next signal.	

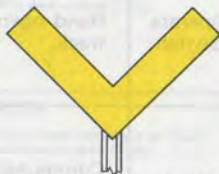
RULE	ASPECTS
241A	<p style="text-align: center;">SIDING INDICATOR</p> <p style="text-align: center;">(TO APPLY TO TRAINS GOVERNED BY FIXED SIGNAL WITH WHICH CONNECTED)</p>  <p style="text-align: center;">ILLUMINATED</p>
241B	<p style="text-align: center;">HOLD INDICATOR</p> <p style="text-align: center;">(TO APPLY TO TRAINS GOVERNED BY FIXED SIGNAL WITH WHICH CONNECTED)</p>  <p style="text-align: center;">ILLUMINATED</p>
241C	<p style="text-align: center;">TRACK OCCUPANCY INDICATOR</p> 
241D	<p style="text-align: center;">TRACK OCCUPANCY INDICATOR</p> 
241E	<p style="text-align: center;">SLIDE WARNING INDICATOR</p> <p style="text-align: center;">(TO APPLY TO TRAINS GOVERNED BY FIXED SIGNAL WITH WHICH CONNECTED)</p>  <p style="text-align: center;">ILLUMINATED</p>
241F	<p style="text-align: center;">OPERATOR'S ADVANCING INDICATOR</p> <p style="text-align: center;">TO APPLY TO TRAINS GOVERNED BY FIXED SIGNAL WITH WHICH CONNECTED)</p>  <p style="text-align: center;">ILLUMINATED</p>

NAME	INDICATION
Operate Switch	Hand operate switch to enter or leave main track.
Hold	Communicate with operator or dispatcher before proceeding.
Occupied	Track occupied. (Governs main track unless otherwise designated) See Rule 515.
Un-occupied	Track unoccupied. (Governs main track unless otherwise designated) See Rule 515.
Slide warning	After stopping, proceed at restricted speed to next signal without waiting 10 minutes. Keep close lookout for rocks or other obstructions, broken, bent or damaged rail.
Advance	Proceed on main track to train order signal at restricted speed, then be governed by train orders or instructions received. See Rule 87 (A).

ROADWAY SIGNS



ONE MILE TO YARD LIMIT
RULE 93



YARD LIMIT
RULE 93



REDUCE
SPEED
RULE 12(D)



RESUME
SPEED
RULE 12(D)



YELLOW-RED
FLAG ORDER
RULE 12(A)



SLOW ORDER
BEGIN RESTRICTION
RULE 12(B)



END RESTRICTION
RULES 12(A) 12(B)

GENERAL SIGNAL RULES

242. Trains and engines must comply with the indications of all signals which govern their movements. In foggy or stormy weather, engineers must approach all signals with great care, stopping, when necessary, to determine the indication.

243. When a train or engine has passed a signal permitting it to proceed and is delayed in the block, it must proceed at restricted speed to the next signal or to a point where the track is seen to be clear to the next signal.

244. Engineers must bear in mind that even though a signal has displayed a Proceed indication, the next signal may change to display a restrictive indication while the train is between the two signals.

Engineers must be on the alert and prepared to respect whatever indication next signal in advance may give.

245. After stopping for a signal, two long sounds of engine whistle must be sounded when ready to proceed.

246. When block signal rules require movement at restricted speed through a block, speed must not be increased until after the rear of train has passed the next signal.

RULES GOVERNING THE MOVEMENT OF TRAINS IN THE SAME DIRECTION BY BLOCK SIGNALS

251. On portions of the railroad and on designated tracks so specified in the time-table, trains will run with reference to other trains in the same direction by block signals whose indications will supersede the superiority of trains.

252. The movement of trains will be supervised by the train dispatcher. Oral and message instructions issued by him must be complied with. Train order authority must be provided for operation of trains against the current of traffic, for the operation of work extras or when one main track is to be used by trains in both directions.

253. Except as affected by Rules 251 and 252, all Operating Rules remain in effect.

RULES GOVERNING OPPOSING AND FOLLOWING MOVEMENT OF TRAINS BY BLOCK SIGNALS

261. On portions of the railroad and on designated tracks so specified in the time-table, trains will be governed by block signals, whose indications will supersede the superiority of trains for both opposing and following movements on the same track.

262. The reverse movement of a train or engine must not be made except by signal indication or as prescribed by Rule 270, without permission of control operator.

263. Movement of trains will be supervised by the train dispatcher who may also operate the control machine.

When the control machine is operated by other than the train dispatcher, the train dispatcher will issue necessary instructions to the control operator.

264. Except as affected by Rules 261 through 263, all Operating Rules remain in effect.

CENTRALIZED TRAFFIC CONTROL SYSTEM RULES

265. Centralized Traffic Control System Rules apply only in CTC territory as specified in the time-table or in special instructions.

Rules 261 through 264 apply in CTC territory.

Except as affected by Rules 261 through 271, all Operating Rules remain in effect.

266. A train or engine must not enter CTC territory unless the governing signal displays an

indication to proceed or authority is obtained from the control operator.

267. A train or engine must not foul or enter the main track or a controlled siding at a hand operated switch unless the governing signal displays an indication to proceed, or authority to occupy such track has been received from the control operator.

268. A train or engine must not clear the main track at a hand operated switch not equipped with a mechanical time lock or an electric lock except as follows:

- (1) Where maximum authorized speed on main track over such switch is 20 MPH or less; or
- (2) When main track switch is kept open.

269. When a train or engine is stopped by a Stop signal and no conflicting movement is evident, a member of the crew must immediately communicate with the control operator and be governed by his instructions. Authority to proceed will be given by Form C Clearance which must be copied by a member of the crew, repeated to the control operator and delivered to the engineer.

When authorized to proceed, train or engine may proceed at once at restricted speed to the next signal except that when so instructed by the control operator, train or engine must be moved forward until leading wheels are 100 feet past the Stop signal, wait ten minutes, then proceed at restricted speed to the next signal.

Exception: — Clearance Form C will not be required when movement is leaving the main track, is leaving CTC territory, or the entire movement is within yard limits.

269 (A). When stopped by a Stop signal and communication with the control operator has failed, train or engine must not proceed except on signal indication or until communication is restored and authority is received from the control operator.

Exception: A train or engine stopped by a Stop signal at the entering signal at a station and unable to communicate with the control operator may move forward, when preceded by a flagman, to the leaving signal at that station, clearing main track when practicable.

269 (B). Emergency push buttons installed in telephone booths of relay houses at dual control switch locations may be used in an attempt to obtain proceed signal indication only when so instructed by the control operator, or when communication has failed.

When instructed by the control operator to use emergency push button for the desired direction, if indication permitting train to proceed is received on governing signal, train or engine may proceed in accordance with the signal indication.

When stopped by a Stop signal and communication has failed, proper emergency push button may be used, and if indication permitting train to proceed is then received, train or engine may proceed but must move at restricted speed to the next Stop signal, keeping a close look out for track car or for men and equipment on track without flag protection.

269 (C). If a train or engine fails to stop before passing a signal displaying Stop indication, front of train must be protected immediately as prescribed by Rule 99. A member of crew must communicate with control operator at once and be governed by his instructions.

270. When it is desired to occupy main track or a controlled siding to perform switching or other work, a member of crew must obtain authority from the control operator. When requesting such authority, the employe making the request must give his name, occupation, train or engine number, his location and must specify the time desired, the working limits and the track or tracks to be used.

Control operator granting such authority must do so in the following form:

*(train or engine) may use (track or tracks) between
_____ and _____ M until _____ M*

Such instructions must be repeated to the control operator.

No movement may be made under this rule until the engineer has received and understands the track and time limits.

During the period track and time limits are in effect, train or engine may move in either direction within the designated limits without flag protection. This does not modify requirements for properly respecting the indications of signals.

270 (A). When two or more trains or engines are to be given the same or overlapping track and time limits, the control operator must inform the conductor of each train or engine of this fact. The conductor must so advise the engineer and all movements must be made at restricted speed.

270 (B). Trains or engines having been given track and time limits as prescribed by Rule 270 must be clear of the track or tracks specified before expiration of the time limit and control operator must be so advised. If additional time is required, authority must be received from the control operator before expiration of the previously authorized time.

270 (C). Track and time limits for a work train must be authorized by Clearance Form C which must be copied by a member of the crew and delivered to the engineer.

271. When CTC operation is interrupted or suspended, trains and engines must be governed by instructions from dispatcher or proper officer.

DUAL CONTROL SWITCHES

275. When a train or engine is stopped by a signal governing movement over a dual control switch and no conflicting movement is evident, a member of the crew must immediately communicate with the control operator and be governed by his instructions. Such instructions must include information as to the route to be used.

When authorized to proceed, movement must be made as required by Rule 269 in CTC territory, or Rules 609 and 614 outside of CTC territory. Before proceeding, selector lever on all dual control switches over which movement is to be made must be placed in "HAND" position. Hand throw lever on each such switch must be operated until switch points are seen to move with the movement of the lever. Switches must be lined for the route to be used. As soon as leading wheels are 100 feet past the Stop signal, selector levers on all switches may be restored to "MOTOR" position and locked.

276. Dual control switches must not be operated by hand without authority from the control operator except when communication has failed.

When necessary to operate a dual control switch by hand to perform switching, the time switch may be used and the limits of the movement must be

clearly stated and understood. When possible, first move must be made on signal indication.

Selector lever on all switches over which movement is to be made must then be placed in "HAND" position and must be left in that position until all movements have been completed.

After all movements have been completed, selector levers on all switches must be restored to "MOTOR" position and control operator must be so advised.

During the time selector lever is in "HAND" position, indications of Stop signals governing movement over the switch may be considered suspended, but all movements must be made at restricted speed.

276 (A). When communication has failed and it is necessary to operate a dual control switch by hand, if movement is to be made to a main track, flag protection must be provided in both directions, except in yard limits, and switch must not be operated until three minutes after the selector lever has been placed in "HAND" position.

277. Except as provided in Rule 276, a train or engine must not make a reverse movement, or a forward movement after making a reverse movement, over a dual control switch, except on signal indication, or with permission from control operator.

278. When an employe's call light is displayed, any employe observing it, except those on moving trains, must communicate at once with the control operator.

HAND OPERATED SWITCHES EQUIPPED WITH ELECTRIC LOCK OR MECHANICAL TIME LOCK

280. Electric locks or mechanical time locks applied to hand operated switches must be operated in accordance with instructions posted at or near the lock.

281. An electric lock or mechanical time lock must not be released without authority from train dispatcher or control operator except when communication has failed. Such authority will be given verbally to a member of the crew, and when the lock is controlled by control operator, the time the switch may be used and the limits of the movement must be clearly stated and understood.

After using an electric lock or a mechanical time lock, switch and lock must be restored to normal position and, in CTC territory, control operator must be notified when this has been done.

282. Seal on emergency release on an electric lock must not be broken, or emergency release operated, without authority from the control operator, or train dispatcher except when communication has failed. When necessary to release electric lock by use of emergency release, or when it is necessary to operate mechanical time lock without authority from control operator or train dispatcher, and movement is to be made to a main track, member of crew must wait three minutes after release has been operated before changing main track switch, after which movement may be made, complying with signal indication, or if there is no signal, complying with Rule 519.

282 (A). When seal on emergency release on an electric lock is broken, or is found to be broken or missing, report must be made promptly to control operator or train dispatcher.

AUTOMATIC CAB SIGNAL SYSTEM RULES

Note.—Automatic Cab Signal System Rules will be used only in ACS territory specified in the time-table or in special instructions.

ASPECTS

450. NAME — Restricting



INDICATION — Proceed at restricted speed.

451. NAME — Approach



INDICATION — Proceed prepared to stop before any part of train or engine passes the next signal. Train exceeding 30 MPH must immediately reduce to that speed.

452. NAME — Approach limited.



INDICATION — Proceed. Speed passing next signal must not exceed 40 MPH.

453. NAME — Clear



INDICATION — Proceed.

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Rules

454. Automatic Cab Signal System supplements automatic block signals in governing the use of blocks, but does not supersede the superiority of trains, nor dispense with the observance of rules governing the use of automatic block or other signals and rules whenever and wherever they may be required, except as prescribed by Rule 456.

455. When cab signal indication changes to a more restrictive indication, engineer must acknowledge with acknowledging device.

456. When a train is proceeding after having been stopped by a block signal, or is proceeding on a Permissive indication of a block signal, if cab signal changes to a less restrictive indication, train may proceed in accordance with indication received after it has moved its length beyond point where cab signal changed.

Exception: Rule 456 does not apply when proceeding after having been stopped by a Flashing Stop-and-Proceed indication. See Rule 240 (C).

457. When cab signal indication does not correspond with block signal indication, engineer must be governed by the most restrictive indication displayed by either signal, and must report the fact to train dispatcher from first available point of communication, giving signal number and engine number.

When cab signal indication does not correspond with block signal indication for two consecutive blocks, cab signal may be considered inoperative. If previous advice has been received from train dispatcher or by bulletin of inoperative cab signal within designated limits, train must proceed within those limits in accordance with second and third paragraphs of Rule 458.

458. When a cab signal device becomes inoperative, train may proceed in accordance with block signal indications but not exceeding 40 miles per hour to the next available point of communication where report must be made to train dispatcher, who will instruct as to cutting out cab signal devices and further movement of train.

When cab signal devices have been cut out, train may proceed in accordance with block signal indications but not exceeding 79 miles per hour and as much slower as rules or conditions require.

While so proceeding, if train encounters a block signal displaying Stop, Stop-and-Proceed or Permissive indication, or light not burning on a block signal, train must stop. After stopping, train must wait for change of signal indication and if the signal does not change to a less restrictive indication within three minutes, it may be assumed that the block signal is inoperative and the train may proceed complying with the block signal indication.

459. When necessary to use a non-equipped engine on a passenger train, movement must be same as with engine with inoperative cab signal in accordance with second and third paragraphs of Rule 458.

460. When equipped engines are double-headed, all but leading engine must have cab signal devices cut out.

461. When engineer takes charge of an equipped engine in cab signal territory or enters cab signal territory, he must know that cab signal devices are cut in.

Departure tests must be made by engineer before entering cab signal territory or he must know that Form 2415 is valid.

462. Cab signal devices must not be cut out while in cab signal territory without authority.

On an equipped engine with three-position acknowledging device, use of cut-out position is prohibited while operating within cab signal territory, except when authorized.

When seals on cab signal devices are broken, or found broken or missing, report must be made promptly.

463. Cab signals will not indicate conditions ahead when the engine is:

(a) Moving against the current of traffic.

(b) Pushing cars.

(c) Not equipped for backward running and running backward.

464. If the cab warning whistle sounds longer than 6 seconds, another member of crew in the cab, must go to the engineer immediately and ascertain cause, and when conditions require, must take immediate action to stop train.

465. If cab signal whistle fails to sound when cab signal changes to a more restrictive indication, Rule 458 must be complied with.

AUTOMATIC BLOCK SIGNAL SYSTEM RULES

505. Automatic block signals, cab signals, or both, govern the use of blocks but, unless otherwise provided, do not supersede the superiority of trains; nor dispense with the use or the observance of other signals whenever and wherever they may be required.

508. On any track signaled for traffic in both directions, block signals apply to trains in the direction of their movement on that track.

On any track signaled for traffic in one direction, block signals apply to trains moving with the current of traffic on that track.

509. When a train or engine is stopped by an automatic block signal indicating Stop, and such indication does not change promptly to a more favorable indication, a member of the crew must immediately communicate with the train dispatcher and be governed by his instructions.

When authorized by the train dispatcher to proceed, train or engine may, unless otherwise instructed, proceed at once at restricted speed to the next signal.

When communication with the train dispatcher is not available, or when so instructed by the train dispatcher, train or engine must be moved forward until leading wheels are 100 feet past the Stop signal, wait ten minutes, and may then proceed at restricted speed to the next signal. If the track is seen to be clear of other trains or engines through to the next signal, and that signal displays Clear, Advance Approach or Approach, train or engine may proceed at restricted speed without waiting ten minutes.

510. At a meeting or passing point, if the engineer of a train stopped by a Stop signal is verbally

informed by a member of the crew of the train on the siding, that his train has more cars than the siding will hold, the train holding the main track may proceed at restricted speed without waiting ten minutes.

512. When a train or engine is to enter a siding or yard track at a point where the switch to be used is not more than 500 feet beyond an automatic block signal displaying Stop or Stop-and-Proceed indication, it may pass such signal without stopping, provided the switch and derail are set for the movement and proper hand signal is received from trainman or yardman, but the movement must be made at restricted speed.

Exception: This rule does not apply at a signal which governs movement over a dual control switch.

515. Where track occupancy indicators are installed at a switch, trainmen must observe indication displayed before changing derail or main track switch.

A switch must not be opened to permit a movement to a main track when Occupied indication is displayed, unless the movement is properly protected.

Indication displayed by a track occupancy indicator is not authority for a train or engine movement and does not modify the requirements of Rule 516.

516. Before fouling a main track at any switch operated by hand, train or engine must wait three minutes after any switch connected with the movement has been operated to establish block signal protection on the track to be used.

Exceptions: Movement may be made to a main track without waiting three minutes under the following conditions:

- (a) On single track, if switch to be used is opened immediately after an opposing train has passed and other conditions permit;
- (b) When block signal governing movement to the main track displays an indication to proceed;
- (c) When block is occupied by a standing train, engine or cars and switch to be used is within the same block;
- (d) When switch is equipped with electric lock or mechanical time lock and indication is received showing lock has released;
- (e) When proceed signal is received from an employe assigned to handle switches. Such employe must not give proceed signal until three minutes after switches have been properly lined;
- (f) In CTC territory, when movement to the main track has been authorized by the control operator.

517. When signal governing movement to a main track at a spring switch displays Stop or Stop-and-Proceed indication, if conditions permit movement to main track, spring switch must be opened by hand, and after waiting three minutes, train or engine may proceed, complying with Rule 240 (B) on double track or Rule 509 on single track. If switch is not equipped with facing point lock, it must be lined and locked in normal position after the leading wheels have passed the fouling point. If switch is equipped with a facing point lock, it must not be restored to normal position until after movement through switch has been completed.

518. Where a signal governs movement to a main track over a hand operated switch other than a spring switch, if signal displays Stop or Stop-and-Proceed indication after derail and switches have been lined for movement to main track, train or engine must wait three minutes, and, if conditions permit, may move to main track, complying with Rule 240 (B) on double track or Rule 509 on single track.

519. A train or engine entering a block between signals must proceed at restricted speed to the next signal in advance.

520. A train or engine having passed beyond the limits of a block, must not re-enter that block unless a member of the crew is sent far enough in advance of the movement to provide flag protection or the movement is authorized by the train dispatcher.

521. When a slide warning device plug is found pulled or controller operated, but no obstruction on or damage to track is found, the plug must be replaced, if practicable, or controller re-set by depressing "Re-set" button and conductor must make report to train dispatcher.

522. Trains, engines or cars on a siding or other auxiliary track must stand clear of the insulated joints at the fouling point.

When a train or engine leaves a main track, main track switch must be kept open until the entire movement has passed the insulated joints at the fouling point.

A train or engine which is to move to a main track must remain clear of the insulated joints at the fouling point until the main track switch has been opened.

523. Light engines, trains of three cars or less, or cuts of less than four cars must not be permitted to stand on sanded rails on main track in block signal territory.

524. If a block signal fails to display its most restrictive indication when a block is occupied or when a switch connected with automatic block signal system is changed from its normal position, it must be regarded as displaying a Stop indication. A member of the crew must be left at signal and he must stop all trains moving in the direction governed by that signal and inform them of false-clear indication. Flagman must remain there until relieved by an employe of Signal Department or by instructions from proper officer.

In all cases, train dispatcher must be notified by the quickest means of communication.

INTERLOCKING RULES

605. Interlocking signals govern use of routes of interlocking. For movements within interlocking limits, their indications supersede the superiority of trains, but do not dispense with use or observance of other signals whenever and wherever they may be required.

606. 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 superintendent and signal supervisor.

609. When a train or engine has stopped for a signal displaying Stop indication at a manually controlled interlocking, and control operator is unable to clear the signal, train or engine must not proceed except as follows:

(a) When a proceed signal, given with a yellow flag or yellow light from the center of the track over which movement is to be made, is received.

Before giving such signal, the employe authorizing the movement must examine the route to be used and know it is safe for the movement. Hand signal must not be given until movement has come to a stop at the governing signal.

(b) At interlockings where distances make it impracticable for employe at control point to examine the route and give hand signal, train or engine may proceed on verbal authority from control operator. A member of crew must examine route and operate switches by hand as required, before proceeding.

Such movements must be made at restricted speed to the next signal or, if there is no other signal, through the interlocking limits.

609 (C). When necessary for control operator to authorize a train or engine to proceed from an interlocking signal at Stop as prescribed in Rule 609, levers on control machine must, when possible, correspond to the route to be used.

610. Trains or engines stopped by the control operator in making a movement through an interlocking, must not move in either direction until they have received the proper signal from him.

611. A reverse movement within the limits of an interlocking or a forward movement after making a reverse movement, must not be made without the proper interlocking signal indication or permission from the control operator.

612. When a train or engine is stopped by an automatic interlocking signal and no immediate conflicting movement is evident, a member of the crew must operate the time release. If signal does not change its indication at expiration of time release interval, train or engine may then proceed on hand signal from a member of the crew at the crossing if there is no train or engine approaching on conflicting route.

If a train or engine is approaching on a conflicting route, hand signal to proceed must not be given until such movement has been completed over the crossing or has come to a stop at the governing signal and a thorough understanding has been reached with the other crew.

Where indicator lights are provided in release boxes and such lights are illuminated, they will denote that signals on routes indicated are displaying Stop.

613. At a railroad crossing not protected by manual or automatic interlocking, but which is protected by signals and derails, or gate, if signal indication does not permit train or engine to proceed, a member of crew must go to the crossing, ascertain that derails are properly lined or gate properly secured for route to be used, after which, if conditions permit and no conflicting movement is evident, he will signal his engineer to proceed.

614. When a train or engine is stopped by an interlocking signal located in automatic block signal territory, in addition to complying with interlocking rules, block signal Rule 509 must be complied with on single track, and Rule 240 (B) complied with on double track. When signal is located in CTC territory, in addition to complying with interlocking rules, train

or engine must be governed by special rule applying to that crossing.

After complying with interlocking rules, if block signal rule requires train or engine to wait ten minutes, train or engine must be first moved forward until leading wheels are past insulated joints at the absolute signal but clear of the crossing.

615. Appliances must be operated carefully and only by those charged with that duty. If any irregularity affecting their operation is detected, the signals must be displayed to give their most restrictive indication until repairs are made.

616. Signals must be operated sufficiently in advance of approaching trains to avoid delay.

618. The lever operating a switch, derail, movable point frog, or lock must not be moved when any portion of train or engine is standing on or closely approaching the switch, derail or movable point frog.

619. If a switch, signal or signal appliance fails to function as intended, or if damage occurs to the track or interlocking, signals governing movements on routes affected must be caused to display Stop indication. No movements on such routes may be permitted until track and interlocking have been examined and it is known movement can be made safely.

620. When a track, switch, movable-point frog, derail or signal is undergoing repairs, is disconnected or track is obstructed, Stop indications must be displayed for all routes affected and controls involved must be blocked or marked in such a manner as to prevent their operation. Switches, movable-point frogs and derails must be securely spiked or fastened

in the required position if any movement is permitted over them before repairs are completed.

621. Control operator must not make nor permit any unauthorized repairs, alterations or additions to the interlocking.

622. Hand signals must not be used when the proper indication can be displayed by the interlocking signals.

623. If a train or engine over-runs a Stop indication, the fact must be reported to the train dispatcher.

624. Control operators must not permit unauthorized persons to enter the interlocking station.

625. If anything is observed that might endanger the safety of a train, every effort must be made to avoid accident, and signals may be changed if necessary to do so.

626. When it is safe to do so, switches and signals must be operated on the request of section men, maintainers or inspectors.

RAILROAD RADIO RULES

650. Radio communications systems are under the jurisdiction of the Federal Communications Commission. The railroad company and its employes are governed by the Commission's operating rules, the requirements of which are included in the following rules. Any employe receiving inquiry concerning any violation of these rules must answer the inquiry within 24 hours after receipt of notice.

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

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

653. No employe shall divulge or publish the existence, contents, purport, effect or meaning of any communication (distress communications excluded) except to the person for whom the communication is intended or to another employe of the railroad whose duties may require knowledge of the communication. The above applies either to communications received direct or to any that may be intercepted.

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

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

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

658. Employes must clearly identify the station, train or engine and employe transmitting, or responding to, a radio communication and must preface calls with railroad name or station call letters.

659. In certain cases at crossings, junctions or paralleling tracks some interference may develop with another railroad. In such cases especial care in making identification shall be used and the employes concerned shall cooperate in handling their business by alternating calls and being as brief as possible.

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

Internationally, the word "MAYDAY" indicates a

distress message, the word "PAN", an urgent message and the word "SECURITY", a safety message. Railroad employes may hear such messages sent by aircraft, or, in coastal areas, by boats. Railroad employes hearing such messages must report them immediately through authorized channels to the yardmaster or train dispatcher, in addition to taking such appropriate action to relieve the distress as may be possible.

661. Radio communication must not be used to avoid compliance with any operating rule. Radio communication may be used instead of hand signals or communicating signals to convey required information.

662. When train or engine movements are to be made in response to radio communication, such as in switching operations, picking up or setting out cars, specific instructions must be given for each movement. When backing or shoving train, engine or cars, distance of movement must be specified and movement must be stopped in one-half the remaining distance unless additional instructions are received.

663. Employes on trains must not ask, and employes at stations or other locations must not advise the indication displayed on block signals, interlocking signals or train order signals, nor may such information be passed from one train to another train by radio.

664. Radio sets may be equipped to operate on several frequencies, each assigned to a specific railroad. Such frequencies are for use only while operating on the tracks of the designated railroad and must not be used when operating on the tracks of any other line.

665. Radio transmitters must not be operated when located less than 250 feet from blasting operations.

GENERAL REGULATIONS

700. Employees will not be retained in the service who are careless of the safety of themselves or others, insubordinate, dishonest, immoral, quarrelsome or otherwise vicious, or who do not conduct themselves in such a manner that the railroad will not be subjected to criticism and loss of good will, or who do not meet their personal obligations.

701. Courteous, orderly conduct is required of all employes. Boisterous, profane or vulgar language is forbidden.

701 (A). Employees must not enter into altercation with any person, regardless of provocation, but will make note of the facts and report such incident in writing to their supervising officer.

701 (B). Playing practical jokes, scuffling, wrestling or fighting while on duty or on company property, or throwing tools or material, is prohibited.

701 (C). Employees whose duties are connected with the movement of trains or engines must not, while on duty, play games or read magazines, newspapers or other literature not concerned with their duties, or use radios or television sets other than those provided by the company.

701 (D). Employees must not sleep while on duty.

701 (E). Employees are prohibited from having loaded or unloaded firearms in their possession while on duty except those employes authorized to do so in the performance of their duties or those given special permission by the superintendent.

702. Employees must report for duty at the designated time and place. They must be alert and attentive and devote themselves exclusively to the Company's service while on duty. They must not absent themselves from duty, exchange duties, or substitute others in their place without proper authority.

702 (A). Employees subject to call must not absent themselves from their usual calling place without notice to those required to call them.

702 (B). Employees must comply with instructions from proper authority.

702 (C). Employees must not engage in other business or occupation without proper authority.

703. Each employe governed by the Hours of Service Law must notify the proper authority of the time the law requires him to be off duty early enough so that he may be relieved, if necessary, before exceeding the hours of service permitted by law.

Any employe who may be ordered to report for duty at a time prior to the expiration of his full legal rest period must call this to the attention of the crew dispatcher or other proper authority before accepting the call for service.

704. Employees are required to report any misconduct or negligence affecting the interest of the railroad.

Withholding information or failure to give factual report of any irregularity, accident or violation of the rules is prohibited.

705. Employees must exercise care and economy in the use of railroad property, and when leaving the

service, or upon demand by proper authority, must return property entrusted to their care.

706. Employes are prohibited from altering, nullifying, changing design of, or in any manner restricting or interfering with the normal intended function of any device or equipment on locomotives, cars or other railroad property without proper authority except in case of emergency, in which case wire report must be made to proper officer.

707. Railroad premises must be kept in a clean, orderly and safe condition.

Railroad buildings, facilities or equipment must not be marred or defaced. Only such information as is authorized by the proper officer or is required by law may be posted in or upon railroad property.

708. Unless specifically authorized, employes must not use the railroad's credit and must neither receive or pay out money on the railroad account. Property of the railroad must not be sold or in any way disposed of without proper authority. All articles of value found on railroad property must be cared for and promptly reported to proper authority.

709. Employes must not discriminate between patrons of the railroad. The acceptance of gratuities or rewards from patrons of the railroad is prohibited.

710. Employes who are charged with the making up or handling of correspondence, reports, books, bills of lading, waybills, tickets or statistics of the railroad, and employes who are entrusted with the care and custody thereof, must under no circumstances permit unauthorized persons access thereto, nor verbally or otherwise divulge any of the information contained therein.

711. Telegraph messages and telephone conversations must be brief and confined strictly to railroad business.

Letters or other communications of a personal nature not pertaining to company business must not be sent by railroad mail. Use of company U.S. postage for personal purposes is prohibited.

712. Employes whose duties are in any way connected with handling of United States mail must be familiar with and governed by the Rules and Instructions Governing the Transportation and Handling of United States Mail.

713. Employes who in any way handle or care for explosives or other dangerous articles must familiarize themselves with the regulations and instructions governing their handling.

714. Every precaution must be taken to prevent loss and damage by fire. The rules and instructions governing fire prevention and fire protection must be fully complied with.

714 (A). Caboose, outfit cars or other cars which contain stoves with fires burning must be placed in yards or at stations where the danger of fire will be minimized to the greatest extent practicable. Such cars must not be left unattended on bridges for extended periods of time.

714 (B). The presence of fire on or near the right of way must be reported promptly to the train dispatcher unless such fires are being controlled by other employes. If there is danger of fire spreading to a bridge or other structure, trains must be stopped and members of the crew must assist in extinguishing fire.

714 (C). The conductor must notify his engineer and the train dispatcher promptly of fires which may have been started by their engine.

714 (D). In case of fire in a car occupied by passengers, caretakers or employes, train must be stopped at once, occupants must be immediately removed from all cars which may be endangered, and they must be prevented from re-entering such cars. Every effort must be made to extinguish fire.

After all occupants and others have been moved to safety, if it is found to be impossible to extinguish fire at the point where train is stopped, the train, car or cars must be moved to nearest available point where assistance is obtainable, if it is advisable and can be done with safety.

In case of fire in or adjacent to air conditioned passenger cars, blower fans must be shut off at once.

714 (E). Employes are prohibited from smoking or carrying lighted cigars, cigarettes or pipes in mail, baggage or express cars while same are being loaded, unloaded or while in transit.

714 (F). It is important that cause of fire be ascertained in each case and promptly reported.

715. Employes must observe trains closely and if anything unusual or defective is noted, such as hot journal, dragging brake rigging, brakes sticking, indication of fire, protruding objects, lading shifted over end or side of car, or any other dangerous condition, every effort must be made to call attention of members of the crew of that train to such condition. If the train is moving, stop signal must be given. Train dispatcher must be notified immediately if unable to stop the train.

715 (A). When a train is stopped to be met or passed by another train, crew of standing train must make thorough inspection of passing train. When safe to do so, head brakeman must cross track and inspect passing train from the farther side and rear brakeman or conductor must inspect the passing train from side nearest his own train. Crew on passing train must be in position to receive signals and take immediate action when necessary.

715 (B). Members of the crew must observe other employes as they pass them, being alert for signals which may affect the movement of their train or engine.

While the train is moving, a trainman must be in a position to give or receive signals:

When meeting or passing other trains;

When passing depots and interlocking stations.

On a freight train, the trainman must be on rear platform of caboose; on a passenger train, he must be on platform as near to rear of train as practicable and top half of vestibule door must be open.

715 (C). When trains are passing, agent or operator must take a position outside the station building where he can inspect the passing train. He must have a fusee available to give stop signal if necessary. If train is running properly he must give proceed signal to trainman on rear of train, using a white light at night for this purpose.

716. In an emergency, or in case of obstruction by accident or other cause, the employe upon whom the responsibility most naturally falls must assume authority and must at once report conditions and make suggestions as to forces, material and equipment required and must make frequent reports of progress.

In case of damage to trains or structures, wherein security of railroad property or freight is involved, it is the duty of employes concerned to see that watchmen are immediately stationed, and that arrangements are made for the protection of such property against theft, or loss or damage from other causes.

716 (A). When passengers or employes are injured, everything possible must be done to care for them properly. If they are able to be moved, they must be taken for treatment to the nearest place at which there is a Union Pacific Railroad Employees' Hospital Association surgeon. If the case is urgent and the services of an Association surgeon cannot be obtained, the nearest surgeon available should be called to administer first aid and care for the patient until the Association surgeon can take charge of the case.

716 (B). In the case of injuries to trespassers or others, injured person or persons must be taken to nearest station, when possible, and either placed in care of relatives or friends, or in charge of the local county, city or village authorities. Necessary medical attention should be arranged with the distinct understanding that no expense other than necessary first aid will be assumed by the company without specific authority from either the superintendent or the General Claims Department.

716 (C). In case of accident or other occurrence in which safety of passengers is endangered, all passengers must be removed to a place of safety.

In case of serious accident to a train, conductor must give attention to the care and comfort of passengers, especially to those who are injured.

Bedding and equipment may be taken from sleeping cars for this purpose and, when necessary,

injured persons will be moved into sleeping cars.

When a number of persons are injured, the services of competent surgeons, preferably railroad surgeons in the vicinity, must be obtained without delay.

716 (D). Conductors of trains carrying passengers must have supply of prescribed forms for taking names of passengers on trains derailed or involved in accidents. In case of derailment or accident, passenger's statement must be filled out for each passenger on train regardless of whether passenger claims injury, and passenger must be requested to sign the form.

716 (E). In case of personal injury, loss of life, or damage to property in which a train is involved, the conductor must immediately secure the names, addresses and occupations of all persons involved, including all persons at the scene when the accident occurred and those arriving soon thereafter, regardless of whether these persons admit knowing anything about the accident. License numbers of automobiles nearby must be obtained. This information, obtained with assistance of other employes when necessary, should be included in reports covering such occurrences.

Where signaling devices are provided, or crossing watchmen or flagmen are on duty, a special effort should be made to determine who, among the witnesses, can testify whether the signaling devices were functioning properly or if the crossing watchman or flagman was properly performing his duty.

Names of witnesses who can testify relative to bell and whistle signals must be obtained when possible to do so.

716 (F). If an accident causes personal injury or death, all tools, machinery and other equipment involved, including premises where such accident occurred, must be promptly inspected by foreman or other person in charge of work or by other competent inspectors. A report of such inspection, stating the conditions found and names of persons making the inspection, must be promptly forwarded to supervising officer of person making the inspection.

Such equipment must, if possible, be marked for identification and placed in custody of a responsible officer or employe and held subject to the order of the General Claims Department or superintendent, regardless of whether inspection reveals any defect.

716 (G). When engines, cars or other rolling stock are involved in an accident resulting in personal injury or death, an inspection of the equipment must be made before such equipment leaves the place of accident.

A further inspection must be made at first terminal by at least two competent employes of the Mechanical Department. Report of the result of such inspection must be promptly forwarded to superintendent.

716 (H). All cases of personal injury, either on or off duty, regardless of extent, must be promptly reported to proper officer on proper form.

716 (J). Information concerning accidents and personal injuries must not be made public nor communicated to other than persons directly concerned, or authorized company representatives.

717. In case of death on a train, the body should be taken to the next station where services of an undertaker are available.

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

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

719. When persons evidently intoxicated or insane are seen in the vicinity of tracks or other places where they may be in danger of injury, they must be guarded from engine and train movements or other dangers, and when unable to remove them to a place of safety the proper authorities must be notified.

720. No persons except employes in discharge of their duties thereon, or officers in line of duty, will be permitted to ride on an engine or in a baggage, mail or express car, or on track car, unless authorized by permit issued by the President, or by written order from the superintendent.

721. The following passengers only may be carried on freight trains between stations at which the trains stop:

Persons in charge of livestock or other freight when provided with proper transportation;
Employes of Union Pacific Railroad with annual pass when traveling on company business

requiring use of freight trains;
Other persons with annual or trip pass only when endorsed "Good on Freight Trains".

721 (A). Agents and conductors must notify caretakers, messengers or other passengers permitted to ride on freight trains that they must not get on or off caboose or other cars while train is in motion and that in all cases train will be stopped at designated points for this purpose.

721 (B). Caretakers and other passengers on freight trains must be required to ride in the place provided for them.

Trainmen must warn passengers on freight trains of the possibility of personal injury when stopping or starting and require them to remain seated.

721 (C). Women, children, intoxicated persons or persons otherwise incapable of caring for livestock or other freight must not be permitted to act as attendants for such freight.

722. Employes must not go in front of, or between, moving engines or cars to open, close or arrange knuckles of couplers or to manipulate other equipment. Use of foot to adjust couplers is prohibited.

722 (A). Employes must not place hands or feet on the sliding portion of cushioning device on any car.

722 (B). Employes must not remove any of the appliances from an engine or car when to do so would endanger the safety of themselves or others.

723. Anything that might cause a fire, injury to persons or damage to equipment or property (except lighted fuses) must not be dropped or thrown from an engine, train or other equipment.

724. Employes on a train must take necessary precautions to avoid injury when passing bridges, wayside signals or other impaired clearances, and to avoid being struck by objects which may protrude or fall from a train on an adjacent track.

724 (A). When trains or engines are passing, employes must not remain near the track where they may be struck by objects which may protrude or fall from the train.

Employes must not stand between main tracks, or between a main track and another track while trains or engines are passing unless track centers are twenty five feet or more apart.

Employes must not rely on others to notify them of the approach of a train or engine.

725. Employes must not ride in or on engines or cars as follows:

On leading footboard or on footboard between engine and cars except when necessary to make cut between engine and car;

On coupler, journal box or brake wheel;

On end ladder or end platform on front end of car being shoved;

Seated on end or side of open top cars or on end platform on any car;

On footboard of engine, or on side or end of car when moving into or out of depressed tracks;

On inside, side or end of car containing load which may shift;

On side of engine or car while being moved through doorways, over turntable or at other locations where clearances are close.

725 (A). Employes must not occupy the running board of a moving engine unless it is equipped with safety rail and not then when to do so would endanger their safety.

726. Unless their duties require it, employes must not climb over nor crawl, sit or lie under cars, regardless of whether cars are standing or moving, and if cars are less than ten feet apart, employes must not go between them.

When necessary for employes to cross a track when going between their homes and places of employment, or when going from one point to another at stations, regular street crossings or established foot crossings must be used, and a close lookout kept for engines and cars.

727. Turntables which are not under immediate supervision of an employe must be kept locked. Employes must not get on or off a moving turntable.

728. When handling locomotive cranes and similar equipment, booms must be properly secured and, except in work train service, booms must be trailing. Engineer must be notified by conductor when such equipment is in train. Spreaders, except in work trains, must be headed in direction train is moving. Wings of spreaders must be secured in closed position when being moved in train. All such equipment must be carefully inspected before being moved and must receive frequent inspection enroute.

729. Ditchers, cranes, draglines, or other similar equipment loaded on cars must be loaded and secured in accordance with loading rules and must be inspected by car inspector before being moved.

At stations where car forces are not employed, cars loaded with such roadway machinery must be

inspected by Maintenance of Way or Operating Department supervisor and must not be moved until authorized by chief dispatcher, who will authorize movement only after having received advice that such cars are safe for movement.

These cars must receive frequent inspection enroute, and must be inspected by car forces at first station they are available.

730. Pile drivers, wrecking cranes, wrecking derricks, roadway machines and work equipment with or without booms or derricks, working on or off track, must not be operated when trains or other movements are passing, and before blocking or fouling any track, protection in both directions must be provided as prescribed by Rule 99, unless relieved from protecting by train order.

Exception: Machines or equipment specifically designated by Chief Engineer may continue to operate while trains are passing on adjacent track.

731. Derricks or similar machines must not be turned or swung while traveling, either under their own power or while being handled by a locomotive, except where such combined rotating and traveling movement is absolutely necessary in short moves of less than 100 feet, or in continuous travel and swinging jobs.

732. Employes are warned to avoid contact with power transmission wires.

When performing work in the vicinity of power lines, proper clearance must be maintained at all times between power line and boom with any type of work equipment.

When not possible to maintain proper clearance, work must not be started until advised by Signal Department employe or other proper authority that power has been switched off, and an understanding

had that power will not be switched on without notice from such person.

Power transmission wires carrying 2400 volts are located on top cross-arm of signal pole line.

733. Trains unloading ballast or heavy roadway material must stop unloading when a train or engine is approaching or passing on an adjacent track.

734. To avoid danger of derailment of cars, conductors must see that material is not loaded on or removed from one side of car in a manner to cause uneven load.

735. Dump doors on cars must be closed after load is dumped. If necessary to move cars short distances with dump doors open, conductor must see that doors and chains clear tracks and crossings.

736. When dump doors are being closed, permission must be obtained from employe in charge before car is coupled to or moved.

737. Cars used in transporting men to and from work should be pulled, if practicable.

738. Snow plows must not be operated through drifts when trains are approaching or passing on an adjacent track. Flangers must be raised when passing over bridges, highway crossings, railroad crossings, track car set-offs, high guard rails, frogs and switches, when passing signals or battery boxes and through interlocking limits.

TRAIN AND YARD SERVICE

800. The general direction and government of a train is vested in the conductor and all persons employed on the train must obey his instructions. In the absence of the conductor, members of the crew on the engine must comply with the instructions of the engineer. Should there be any doubt as to authority or safety of proceeding, from any cause, the conductor must consult the engineer who shall be equally responsible with him for the safety and proper handling of the train.

801. When there is no conductor or when the conductor is disabled, the engineer will, unless otherwise directed, have charge of the train and must be governed by the rules prescribed for conductors.

802. Conductors and engineers must know that their subordinates are familiar with and perform their duties and comply with the rules and special instructions. They must ascertain the extent of their subordinates' experience and must instruct them, when necessary, in the proper and safe performance of their work. Indifference, inefficiency or insubordination must be reported to the proper officer.

803. Where a yardmaster is on duty, the general direction and supervision of the yard is his responsibility. At such locations, employes in train, engine and yard service must comply with his instructions. Where no yardmaster is employed, such employes will be governed by instructions of the agent in doing work at stations.

803 (A). Yardmasters must require employes under their jurisdiction to perform their duties in a safe, efficient and economical manner, in accordance

with the rules, regulations and instructions of the company. He is charged with the prompt and proper handling of cars and must give special attention to the proper make-up of trains and to their prompt movement into and out of the yard.

804. Switching must be performed promptly and efficiently and in a manner which will avoid personal injury, damage to lading, equipment, structures or other property.

804 (A). Extreme care must be used when coupling to, or switching with, cabooses, outfit cars, loaded rail trailer flat cars, open top cars loaded with motor vehicles or cars containing livestock. Such cars must not be switched with unnecessarily.

804 (B). Movements into spur tracks must be controlled to prevent damage at end of spur. When shoving cars into a spur track, movement must be stopped 150 feet from end of spur and further movement must be preceded by a member of the crew when it can be safely done.

804 (C). When switching at stations or in yards where more than one engine may be working on or into the same track, necessary precautions must be taken to prevent accident.

804 (D). Blind shoves must not be made on any track. When shoving cars, it must be known there is sufficient room to hold the cars. Cars must not be shoved out to foul other tracks unless an authorized employe is protecting the movement. Before shoving cars, the cars must be coupled and slack stretched to insure that all couplings are made.

804 (E). When cars are pushed by an engine and the conditions require, a trainman must take a conspicuous position on the leading car. At night he must display a white light.

When not pushing cars, a trainman, when one is available, must ride the rear of a multiple unit engine backing up while switching at stations or moving in yards.

804 (F). Trainmen and yardmen must know that couplings are properly made. Before coupling to cars it must be known that cars are properly secured.

After coupling to passenger train cars, coupling must be tested by stretching slack.

When coupling other type coupler to tight lock coupler, knuckle on tight lock coupler must be closed and knuckle on other coupler must be open. After coupling a tight lock coupler to any coupler, it must be seen that knuckle is securely locked in closed position.

804 (G). Before making a running switch (drop), all members of the crew must understand the movement to be made. Hand brakes and switches to be used must be tested, there must be a trainman at the brake, if necessary, and the engine must be run on straight track when practicable.

Running switches must not be made under the following conditions:

With cars containing explosives, flammables or poison gas;

Over or through spring switches;

Over or through dual control switches.

804 (H). Before coupling to cars which are in the process of being loaded or unloaded, persons in or about the cars must be notified. If necessary, in order to prevent damage, load must be trimmed or braced.

Gang planks, spouts, conveyors, hose connections or similar devices must be removed and clear before cars are coupled to. When such cars are moved, they must be returned to their former location unless otherwise directed.

Cars with plug type doors and refrigerator cars must not be moved unless doors are closed and properly secured.

804 (J). When switching or placing cars, employes must know that cars are left standing so that they will clear cars on adjacent tracks and will not cause injury to employes riding on side of cars.

Cars must not be left on or foul of lead tracks in yards when it can be avoided. When it is necessary to do so, the yardmaster, agent or operator must be advised immediately and he must notify trains entering or leaving yard.

804 (K). Scale test cars and roadway equipment must not be cut off while in motion, either singly or coupled to other cars.

804 (L). Caboose must not be cut off while train is in motion. Extreme care must be used in coupling to cabooses and in switching with them, and they must not be switched with unnecessarily.

Before coupling to cabooses on caboose supply tracks, it must be ascertained whether or not caboose supply employes are on or about cabooses and, if so, they must be notified before coupling is made.

Caboose track switches must be kept lined and locked for running lead, except when moving in and out of caboose tracks.

Employes must not go on top of cupola of cabooses except to make repairs, and then only when caboose is standing.

804 (M). Before coupling to or moving outfit cars, notice must first be given all occupants, and all ladders and other equipment cleared before moving.

When occupied outfit cars are set out or taken into yards in trains, the train dispatcher and the yardmaster must be promptly notified. When practicable, occupied outfit cars should not be placed adjacent to or in buildings or structures.

Tracks upon which occupied outfit cars are located should not be used for meeting or passing trains, if it can be avoided.

804 (N). Locomotives must not be moved over live rails of track scales and when moved over dead rails of track scales, a speed of 5 MPH must not be exceeded.

Cars must not be violently stopped by impact, sudden application of brakes or by blocking wheels. After cars are weighed, they must not be moved over live rails if possible to avoid it. When making impact with cars on scales, speed must not exceed 2 MPH and 4 MPH must not be exceeded over scales in any case.

Cars on live rail must not be moved by other cars or engines moving on dead rail, or vice versa. Cars must not be moved over scale with one truck on live rail and other truck on dead rail.

Scale track switches must be lined for dead rails when scales not in use.

804 (P). Air brakes must be cut in and automatic brake must be used when switching passenger train cars. However, independent air brake may be used when making couplings. Engineer must exercise care to avoid rough handling.

Exception: Baggage, mail or express cars in freight service may be switched without air but must be handled carefully.

804 (Q). Train, engine, and yard movements approaching leads in yards must stop before fouling lead unless it is known that switches are properly lined and lead is clear.

805. Members of crew of trains or engines handling cars of excess height or in excess of 12 feet in width must keep close lookout for close clearances and where overhead or side clearance is doubtful, movement must be stopped and adequate protection provided.

Loads of excess width must not be stored on, or moved over, yard tracks where clearance is insufficient. If necessary, an intervening clear track must be maintained between wide loads and other trains, engines or cars. No one is permitted to ride on the side of such cars.

805 (A). Yardmasters must be notified sufficiently in advance of the arrival of loads exceeding 12 feet in width so that they may take necessary action to safeguard movement of such cars in yards. Yardmasters must, in turn, notify yard crews concerned of the presence of wide loads.

805 (B). When a train contains a load exceeding 12 feet in width, a train order must be issued to that train and to all freight trains which may meet or pass, or be passed by that train, notifying them of the fact. Members of crew of other trains receiving such train order must inspect their train for anything projecting beyond normal clearance, and if such condition is found must notify the train dispatcher and receive proper instructions relative to meeting or passing point with train handling wide load.

805 (C). When a train contains a load 13 feet or more in width, in addition to complying with Rule

805 (B), members of the crew of such train must not permit any following train to pass, nor may they pass a preceding train until it is known that adequate clearance has been provided.

Except in CTC territory, train order meeting point must be established between a train handling a load 13 feet or more in width and any train moving in the opposite direction, at a location where track centers provide adequate clearance, or where there will be an intervening clear track between the wide load and the other train.

805 (D). Freight cars 85 feet or more in length must not be handled on curves in excess of 16 degrees except as follows:

Where movement is authorized by an officer, these cars may be handled on curves of more than 16 degrees but not exceeding 20 degrees at speed not exceeding 4 miles per hour. A member of crew must watch movement closely, prepared to give stop signal if any indication of failure to safely negotiate the curve.

806. Employees whose duties are in any way affected by the operation of air brakes must have a copy of rules and instructions for the operation of air brakes and must be conversant with and obey such rules and instructions.

806 (A). A sufficient number of hand brakes must be set to hold cars standing on any track; if brakes are inoperative wheels must be blocked.

When track is on a grade, hand brakes must be set, and when necessary, wheels must be blocked and cars coupled together, when practicable.

In setting brakes on cars on a grade, brakes must be set on low end of the cut of cars and slack must be bunched to know cars will stand when engine is cut off.

806 (B). When necessary to set out a car or a unit from a passenger train between terminals, in addition to applying hand brakes, wheels must be blocked with chain wheel blocks.

807. A car that is unsafely loaded or otherwise unsafe must not be moved except to clear track and only then if movement can be made without damage or personal injury. A report of such car must be promptly made to train dispatcher.

808. Freight cars with bad order couplers may be handled behind caboose to destination or to first point where car repair forces are employed, provided the good coupler can be coupled to caboose and, in addition, has air brakes and hand brakes operative.

If air brakes are not operative, the good coupler must be coupled to caboose and, in addition, must be secured by chain. When so handled, a trainman must ride car on ascending grade.

If coupler is pulled out, draft gear housing must be removed if possible. When this cannot be done, conductor must know that housing is securely fastened.

809. Scale test cars and cars tagged, stencilled or billed "Handle only at rear end of train" must be handled in rear of train with scale test car next to caboose.

809 (A). Cars must not be handled ahead of engine between stations outside of yard limits except when necessary in work train service or to take cars to or from a spur track. When this is necessary, air brakes must be cut in and operative, and a speed of 25 MPH must not be exceeded.

809 (B). Open top cars or flat cars loaded with pipe, lumber, poles or other lading which has a tendency to shift, must not be handled in train next to engine or caboose or next to trailers on flat cars, or multi-level or flat cars loaded with autos, machinery or other lading subject to damage should the load shift. This does not apply to containers or trailers on flat cars except to flat bed or stake-body trailers loaded with similar commodities.

809 (C). Automobiles, trucks, tractors and similar lading subject to damage by abrasion, loaded on flat cars or multi-level auto racks must be entrained not less than five cars behind the engine. If practicable, such cars must be entrained ahead of open top cars containing coal, coke, sand, pumice or other abrasive materials. If this cannot be done such cars must be entrained not less than five cars behind any open top car containing abrasive material.

809 (D). Snow plows handled in freight trains must be handled next ahead of caboose. Snow plows with only one drawbar may be handled behind caboose when securely chained to caboose and with air brakes operative. When handling snow plow in switching movements, snow plow must be handled alone, or with not more than one car.

810. Members of the crew must watch their train closely for hot journals, brakes sticking, wheels sliding, indications of fire, shifted loads or anything that may affect safe movement of their train. If any unsafe condition is observed, the train must be stopped and not moved until it is safe to do so.

810 (A). Members of the crew on the engine must look back frequently, especially while rounding curves and approaching sidings, to observe the

condition of their train and signals from trainmen.

On freight trains approaching sidings, members of crew on rear of train must observe both sides of their train and if everything is all right, must signal the engineer, if practicable.

When practicable, while train is in motion, frequent inspection must be made of track from rear of train.

811. At all stops, such walking and roll-by inspection as time will permit must be made, giving particular attention to running gear, brake and draft rigging, loose doors, shifted loads, overheated journals or any unsafe condition. Walking inspection must continue until entire train has been inspected or until movement starts.

811 (A). When leaving initial station or intermediate stops, speed must be such as will permit trainmen to safely board the train until train has moved one train length or it is known that all members of the crew are aboard.

811 (B). When overheated wheels are found, train must be stopped and held a sufficient time to permit heat to equalize throughout wheels.

811 (C). Flat spots on wheels are condemnable as follows:

- On locomotive, two inches or longer;
- On freight car, two and one-half inches or longer, or if there are two or more adjoining spots each two inches or longer;
- On passenger train cars, one inch or longer.

When such flat spots are discovered, conductor or engineer must immediately report to train dispatcher.

812. When a hot box is detected on a train between stations, train must be stopped at once. Hot box must be inspected and no attempt made to run to the next station until it has been ascertained that it is safe to do so.

812 (A). When a car is set out account hot box, all fire in box must be extinguished, using dry chemical fire extinguisher if available. Dirt, gravel or snow must be placed over dust guard retainer opening. Pad lubricator must be removed, when practicable, and any remaining fire extinguished. Journal box lid must be left closed.

Conductor must make thorough inspection of car body before and after attention is given to hot box to insure there is no further danger of fire.

812 (B). When advised by train dispatcher of suspected hot journal, train must be stopped at once and journal inspected. If this journal is of normal temperature, all other journals both sides of that car, and all journals on both sides of three cars each side of the designated car must be hand felt before proceeding.

812 (C). Location of hot box detectors is shown in special rules. Crews of trains passing hot box detectors must be particularly alert to observe change of signal indications should hot box be detected in their train.

Installation of hot box detectors in no way relieves members of crew or other employes from compliance with rules relative to inspection of trains.

813. Dangerous gases present in exhaust from internal combustion engines may cause incapacitation or fatalities if in sufficient concentration as might result when a train is stopped in a tunnel.

Exhaust from such engines must not be located in close proximity of fresh air intake of passenger cars. Care must be exercised to see there is sufficient ventilation where such engines are operated.

In the event a passenger train is stopped in a tunnel, cars within the tunnel must have air circulating systems, air conditioning systems, ice machines and engine generators shut off, fresh air intakes closed and blower fans shut off. The same action must be taken when a passenger train is stalled in snow of sufficient depth to prevent dissipation of exhaust gases. Certain gases are not readily detected by odor and this action must be taken at once, without waiting to determine when the train may be started.

Train dispatcher should be notified immediately so that arrangements may be made for protection of persons and equipment.

813 (A). When a locomotive is stopped in a tunnel under conditions preventing prompt movement, engines must be promptly shut down.

Local conditions must be carefully considered, as there may be situations where the exhaust gases are being carried away from the train by air currents, or where proximity to tunnel opening would make it unnecessary to shut down these engines. Safety of passengers and members of the crew must be the first consideration.

814. Trains and engines must be handled in a manner which will avoid shock from starting, stopping or slack action which might cause discomfort to passengers, injury to persons or damage to property.

Conductors must call the attention of engineers to any rough handling as soon as the information can be given and must make prompt report to the superintendent of any improper handling of the train.

815. If it is necessary to make a short movement with a passenger or mixed train after making a stop engineer must first sound whistle signal 14 (b) or 14 (h) and, when practicable, hand signal must be received from trainman.

Passengers must not be permitted to board or leave cars during such movements.

816. On locomotives in road service, not more than five men may ride in control cab.

Unauthorized persons, including employes deadheading, must not occupy cab of trailing unit of locomotive on any train.

817. Trainmen and enginemen must not go to meals or otherwise delay their train for personal convenience without permission.

They must not undertake their personal cleaning up or changing of clothing while on duty, or prior to arrival at terminal.

818. Members of train and engine crews must observe the indication displayed by train order signals, be prepared to and pick up train orders or messages, keep in mind the requirements of time-table, train orders, rules, special rules, bulletins or instructions affecting the movement of their train.

Other members of the crew must immediately call attention of the conductor or engineer to any oversight or mistake, taking action, when necessary, to insure the safety of their train.

819. On freight trains, except when movement is at restricted speed, a trainman must ride in control cab at front of train when moving between stations.

820. Conductor must know that train is being handled safely and speed restrictions are being

observed. He must take immediate action to stop train when necessary.

821. When stop is made by a passenger train due to some condition affecting the equipment of that train, a thorough inspection of the train must be made before proceeding.

822. Trainmen must make proper effort to keep unauthorized persons off their train, and when unable to do so peaceably, train dispatcher must be notified promptly, in order that proper officers may be called to assist.

823. A trainman must alight from train at all stops. On passenger trains, when practicable, the communicating signal system must be used in giving proceed signal. This must be done by the conductor when practicable.

824. Conductors whose duties require it must be familiar with and at all times respect current tariffs, rules and instructions of the Traffic Department and the requirements of the Accounting Department.

PASSENGER SERVICE

831. All persons employed on a train are responsible to the conductor and he must know that they are qualified, alert and attentive to their duties. Courtesy to passengers and to each other is of outstanding importance.

832. Passengers must be diplomatically prevented from carrying into passenger cars bulky packages or other articles which would obstruct aisles or seats, or otherwise inconvenience passengers or cause personal injury.

Train crews must see that hand baggage is safely stowed. Hand baggage, packages and other parcels

may be placed in overhead racks provided for that purpose, when it can be done with safety. Otherwise, such articles must be placed on floor of car but not in aisle. The need for this precaution must be explained to passenger, when necessary.

833. Conductors must not allow intoxicated or disorderly persons to board trains. They must not permit mentally incompetent persons to board trains unless in charge of an attendant. They must not permit obscene, profane or offensive language or other misconduct, interference with or annoyance to other passengers, or damage to equipment.

834. Except as provided below, vestibule side doors and trap doors must be kept closed until passenger trains stop at the station and must be closed before starting from stations.

Trainmen may open top half of vestibule door to inspect their train or other trains, to give or exchange signals, observe train order signals and pick up train orders or messages. They may open vestibule side and trap doors to get on or off moving equipment to handle switches or perform other duties requiring them to alight from the train.

835. Account buffers not being protected by curtains, gate at front end of coach next to baggage or mail cars must be closed at all times to prevent personal injury.

The vestibule curtains must be drawn across the diaphragms on passenger equipment while being handled in passenger, mail or express trains.

When occupied passenger equipment is being switched, or while standing uncoupled, open ends of cars must be protected by closed gates. Rear gate must be closed on all trains.

836. Noise in or about passenger cars at night must be prevented so far as possible. Excessive whistling by trains at passenger stations or while going by passenger trains must be avoided.

837. Passengers must be required to ride in the place provided for passengers. Conductors must see that passengers are provided with seats when possible and that no one is allowed to occupy more than a single seat to the exclusion of others.

838. Train employes must not enter into conversation with passengers beyond what is necessary in the discharge of their duty and must not occupy seats with passengers. They must contribute so far as possible, without being unduly officious, to passengers' convenience and comfort, giving particular assistance to women and children who are unattended and to all passengers who are ill, infirm, inexperienced or otherwise unable to care for themselves.

839. Conductor and head brakeman must patrol train frequently. Train employes must inform conductor promptly of all irregularities or improper conduct on the train.

841. Before departure from stations where visitors are permitted on trains, train employes must announce "Visitors Off, Please".

842. Approaching and before leaving stations where the train stops, proper announcement necessary for the information and guidance of passengers must be made by train employes. Conductors must see that passengers are notified when closely approaching stations where they are to detain.

843. Train employes must exercise care and judgment when informing passengers the length of time a train is to stop at a station, and remind sleeping car employes that late trains do not always remain the full scheduled time.

844. When examining transportation held by passengers destined to stations reached by connecting trains, conductors must inform passengers where they are to change cars or trains; also where connecting trains will be found at stations where they transfer.

845. Except as specifically provided, no person may be allowed to ride without proper transportation. Conductors must collect fare from all persons not having proper transportation.

If in doubt as to the right of a passenger to travel with the transportation presented, or when a passenger without transportation is ejected from a train, conductor must report to superintendent by wire.

845 (A). When necessary to eject a passenger from a train, discretion must be used and in no case may a passenger be ejected except where shelter and food are available. Employes must be governed by rules or instructions, state laws and the proprieties, and peace officers or special agents must be called upon for assistance when necessary. When a passenger is ejected from a train, the names and addresses of all witnesses and their statements in writing should be obtained, if possible.

846. Articles found in trains must be labeled with train number, car number and name of finder, and upon arrival at terminal must be turned over to agent or baggage agent and receipt obtained.

847. When delivering a train to another crew, the relieving crew must be given all information necessary or proper for them to know in taking charge. Proper transfer of transportation must be made in all cases. Passenger trainmen must remain by their trains at terminals to give information and assist passengers until the train is vacated, or until they are relieved.

848. Conductors must see that all telegrams entrusted to their care are promptly delivered. Receipts must be taken for commercial telegrams. If telegrams cannot be delivered, conductors must endorse this fact upon the envelopes and leave at the next open telegraph office.

849. Train employes must familiarize themselves with the instructions governing heating, lighting, ventilation and air-conditioning of cars and see that the instructions are complied with, and that cars are properly supplied with water and ice and are kept clean.

When a passenger train cannot be properly heated or air-conditioned, conductor must make wire report to designated officers.

850. During daylight hours, when approaching tunnels, lights should be turned on in vestibule and body of cars.

851. During extremely cold weather, engine must not be detached from passenger train if it can be avoided. If it becomes necessary to do so, or if train is separated, steam line must be drained and steam connection between cars must be disconnected when necessary to prevent freezing.

Engine or detached portions of train must be recoupled and steam line connected as quickly as possible to avoid discomfort to passengers.

852. As a precaution against injuries to passengers, trainmen will use the words "Please Watch Your Step", when passengers are boarding or alighting from train.

853. When passing through dining cars while patrons are being served, train employes, other than those collecting transportation, must remove their caps.

854. Gunpowder, dynamite, nitro-glycerine or other explosives must not be transported in any car attached to a passenger train except that carload shipments of explosives may be made by express and handled in passenger trains when in sealed express cars properly placarded. Such explosives may also be handled in an express peddler car with messenger in charge, when such car is assigned to the handling of express and baggage exclusively, provided that a representative of the Army or Navy accompanies the shipment from point of origin to destination or to point where shipment is placed in a sealed car.

FREIGHT SERVICE

855. Conductors are responsible for the security of all freight carried by their trains while in their charge, and for its delivery, with the necessary waybills or manifests, at its destination or at terminals.

855 (A). The doors of empty cars in trains must be kept closed. The doors of loaded cars must be kept closed and properly secured unless required to be left open for ventilation.

856. When cars in trains have been pilfered or broken into, conductors must wire the superintendent and special agent from the first

available point, giving car number, seal numbers and as much information as practicable.

858. When bad order cars are left at stations, train dispatcher must be notified, giving car initials, number, contents, destination, location at the station and nature of defects.

860. Unless otherwise instructed, all freight must be covered by station or card waybills. Waybills must be examined and all instructions thereon complied with. Card waybills must be handled with the same care as station waybills.

861. When cars containing valuable equipment or freight which might be stolen, are set out at a point where there is no agent, the train dispatcher must be notified.

863. Federal and state laws governing handling of livestock must be complied with.

ENGINE SERVICE

867. Employes in engine service must leave engine house or designated track promptly when engine is available and must remain on duty with the engine until it is delivered at the designated place at end of trip or until properly relieved.

868. The engineer is responsible for the safe and efficient operation of the engine in his charge and all persons employed thereon must obey his instructions.

869. Except when shoving cars, an engine consisting of two or more units, with control unit at each end, must be operated from leading control unit in direction of movement unless such movements are protected by a trainman.

870. When necessary to pick up train orders, clearances or messages without stopping, except where high-speed train order delivery devices are in service, speed must be reduced to 35 MPH. When necessary to pick up train orders, clearances or messages from side door of unit, safety bar must be placed in safety position when door is opened.

871. Locomotive must not be left without a man in charge except at designated locations and under authorized conditions.

When locomotive coupled to cars is left unattended, hand brakes must be set on not less than ten cars, or on all cars if coupled to less than ten cars.

871 (A). When a locomotive is left unattended, reverse lever must be placed in neutral position and handle removed, independent brake must be fully applied and generator field switch opened. Hand brakes must be set on each unit.

Exception: At locations designated by special instructions, if locomotive is equipped with operative safety control feature and engines are idling, hand brakes need not be applied. This does not modify the requirements of Air Brake Rule 1044 (B).

875. At locations where engines are serviced, an engine must not be moved until all servicing equipment has been disconnected, attendants are clear and it is known that movement can be made without endangering any one.

876. Engineers must not permit any unauthorized person to handle the locomotive.

877. Any defective condition of the engine must be promptly reported to the proper authority. Record must be made on the prescribed form of repairs required.

878. Engineer must verify accuracy of speedometer not less than twice during each trip, using watch to make time check between mileposts. First check must be made at first opportunity after engineer takes charge of locomotive.

When it is found that speedometer is not accurate, report must be made to train dispatcher at first opportunity, indicating variation.

879. When necessary to isolate an engine enroute, or when one or more units in locomotive consists are not functioning properly, train dispatcher must be notified at first opportunity.

880. When necessary to break seals on any sealed portion of a unit, notation must be made on engineer's work report with explanation as to necessity for breaking the seal.

881. Adjustments must not be attempted nor made in high voltage cabinets of diesel locomotives until engine has first been isolated and stopped and units have come to a stop.

882. On diesel locomotives, side and end doors of engine rooms must be kept closed while the locomotives are moving.

883. In moving over interlocking, dual control or spring switches, automatic sanders must be nullified to avoid depositing heavy accumulation of sand. When tonnage and gradient require use of sand to avoid slipping, hand sanders may be used.

884. Engine must be stopped immediately before moving onto a turntable, and must receive signal from trainman or turntable attendant located at receiving end of turntable before moving onto the table.

885. Care must be used to avoid striking livestock, and when livestock is killed or injured, report must be made on the prescribed form.

When livestock is observed on right of way, enginemen should notify sectionmen and train dispatcher at first opportunity.

STATION AGENTS AND OPERATORS

901. Agents are responsible for the efficient operation of their station, and for supervision of station employes. They must see that station employes perform their duties properly and that they are courteous and considerate in their dealings with the public.

902. Agents must be familiar with and must comply with instructions which may be issued by various departments and regulatory agencies insofar as such instructions pertain to their duties.

903. Agents must give prompt attention to correspondence, must keep records and accounts regularly and neatly compiled in the manner prescribed. Reports must be rendered when due and particular care must be exercised to insure that records and reports are accurate and complete.

903 (A). Agents must, when authorized to act as agent for any other company, give preference to the railroad interests.

904. Agents are responsible for the railroad's property and other property entrusted to the railroad in the transaction of its business.

904 (A). Agents must familiarize themselves with the boundaries of railroad property at their station

and must not permit encroachment thereon unless covered by lease.

Agents must prevent the use of stockyards, scales, docks or other railroad facilities by unauthorized persons.

904 (B). All cases of robbery or attempted robbery, theft or pilferage of property belonging to the railroad or in the possession of the railroad, fire, damage to property, accident or personal injury must be reported to the superintendent by the quickest means of communication, to be followed by written report, using prescribed form when applicable.

904 (C). Offices, freight houses and baggage rooms must be locked unless an authorized employe is present. Unauthorized persons must not be permitted access thereto.

905. Agents must not be absent from their stations, grant leave of absence to their subordinates or make any changes in their forces without proper authority.

906. Agents must see that station buildings and grounds connected therewith are kept neat and clean and in proper condition for the accommodation of patrons and the handling of freight.

907. Agents must preserve order in and about the station. They must not permit disorderly persons or loungers to interfere with the comfort or convenience of patrons or the orderly transaction of business at the station. Agents must prevent beggars, peddlers or unauthorized solicitors from operating at their station.

908. Agents must see that all notices to the public are neatly posted in conspicuous places in the station. Other matter should not be posted on railroad property except where authorized. Train bulletin boards must be kept in neat condition and must bear such information as is required by instructions or by law.

909. Agents must acquaint themselves with the business interests of patrons and prospective patrons. They must use all consistent means to secure traffic, and to promote the best interests of the railroad. Agents must promptly report to the superintendent any information which may come to their attention concerning any action by federal, state, county, township or municipal authorities, or by any corporation or individual, which may affect the railroad.

910. Agents must make every effort to obtain suitable cars for shippers at the time desired, but must not promise to furnish them within a specified time unless instructed to do so.

Cars must be inspected to know they are in proper condition for the commodity to be loaded. When cars available are not fit for the purpose required, chief dispatcher or car distributor must be notified.

When demand for cars exceeds supply, available cars must be distributed in proportion to the requirements of shippers with due regard for their ability to load and sequence of orders.

911. Agents must encourage prompt loading and unloading of cars. They must maintain accurate records and must rigidly enforce rules and tariff requirements relative to assessment and collection of demurrage and transit privileges.

When unloading of cars is delayed by refusal of consignee to accept the shipment or from any other

cause, agents must notify shipper as required and must report details to the proper officer. If company material is not unloaded promptly, the superintendent must be notified.

912. Agents must make every effort to see that cars are moved promptly and must notify the chief dispatcher when cars are unduly delayed.

913. Before livestock is loaded, agents must inspect cars carefully to see that they are in good condition. After loaded, doors must be closed and all fastenings firmly secured. Any exceptions as to condition of livestock must be recorded on waybill and report made to superintendent.

Agents must see that stockyards are kept in good condition, and that all gates are closed and securely fastened when not in use.

914. When cars are set out short of destination, agents must report to the chief dispatcher showing contents, destination and reason set out. Agents must also report date and train on which such cars are forwarded. Chief dispatcher must be notified promptly when repairs to bad order cars have been completed.

915. Agents must see that placards are applied to cars as required by pertinent regulations, and must remove all old cards or placards except home route or defect cards before cars are forwarded.

Advertising placards or signs must not be attached to cars except as authorized by MCB rules, or by special instructions.

916. Agents must see that cars are not placed close to public crossings where they will obstruct view of main track. When cars are found so placed, train dispatcher must be notified.

917. As far as is practicable, agents must know that cars at their station are properly secured. When there are indications of high wind or other abnormal weather conditions, agents and operators must at once see that cars at their station are secured so that they will not move.

918. Where persons are injured or vehicles struck by trains or engines in the vicinity of stations, agent at that station must immediately locate on a sketch and show by actual measurement the position of all cars standing on tracks at or near the point of accident and send report to the superintendent, giving the initials and number of each car and its location with reference to the crossing.

919. Freight, baggage or express must not be left between main tracks, and when left on the platform it must be not less than six feet from the track.

920. Skids, trucks and scales, when not in use, should be placed in baggage room or warehouse. If necessary to leave them on platforms, they should be lined up at the end or in the rear of station building. When left on platforms, trucks must have wheels chained or otherwise secured and handles hooked up.

921. Unless it is part of their assigned duties, agents or operators must not handle switches for trainmen.

922. Agents and operators must keep train dispatchers informed on weather conditions, particularly in regard to fog, heavy wind, rain or snow. Indications of abnormal weather conditions not in immediate vicinity of station but which may affect track or bridges must be promptly reported to train dispatcher.

923. Operators must be constantly on duty during the hours assigned, except when released by the train dispatcher.

Operators governed by Hours of Service Law must not change hours nor work at any time outside of assigned hours, without authority from the chief dispatcher.

924. Operators must give preferred service to train orders and train movements. They must perform clerical and other station work when required but must be within hearing of communication facilities at their station when possible.

925. In train order offices, one designated operator must handle all train orders and clearances on each shift. Where the service of more than one train order operator is required on a shift, the work must be arranged so that not more than one operator on a shift will handle train orders and clearances for the same territory.

926. Unless relieved of that duty, operators must promptly record and report to the train dispatcher the time of arrival, departure or passing of trains.

927. Operators in relieving each other must make a written transfer on Form 2954, showing all undelivered train orders and messages, unfinished business, condition of wires, position of train order signal and overdue trains. The transfer must be made regardless of whether there is a period of time between the shifts.

928. A copy of all train orders, clearances, Rule 251 messages and track car operator's line-ups, arranged in date order, must be filed with the station records.

929. At stations not open continuously, agents and operators must post their names, addresses, telephone numbers and station hours in a conspicuous place.

930. Operators are responsible for prompt transmission, acceptance and delivery of communications. Proper notations of filing time, transmission or receipt must be shown on all communications.

931. Operators must not divulge the contents of communications to persons other than those addressed unless authorized by proper authority to do so. Business for officers on trains, to be delivered by a third party, must be in sealed envelopes.

932. Operators must keep wire chiefs and chief dispatchers fully advised of the condition of wires and interruptions in communications, and must obey instructions of the Communications Department. They must understand how to test and patch wires in switchboard, and they must give prompt and careful attention to this work.

933. In offices where switchboards are used, wires must not be disturbed or cords placed in jacks except when instructed to do so by Communications Department wire chief.

Patches requested by the wire chief shall be left in place until instructed to change patch or remove same.

Care must be taken to keep telephone instrument handset or headset "on hook" at all times when they are not in use. On multi-party dial lines, line should be challenged by saying "Using" immediately upon removing handset; if no response, proceed to dial. If line is in use, immediately restore handset to "on hook" condition and wait until circuit is idle.

TRAIN DISPATCHERS

950. Train dispatchers must provide themselves with a copy of Form 2274 "Instructions For Train Dispatchers". They must be conversant with and they must obey the rules and instructions contained therein.

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