

SAFETY FIRST

Duluth, Winnipeg & Pacific Railway

TIME **21** TABLE

TAKING EFFECT AT 12:01 A. M.

SUNDAY, SEPTEMBER 10, 1944

For the Information and Government of Employees Only

GOVERNED BY CENTRAL TIME

The Superior Direction is East or South and Eastward or Southward Trains are Superior to Trains of the Same Class in the Opposite (Inferior) Direction

DESTROY FORMER TIME TABLES

The Company's Operating Rules are Printed Separately in Book Form. All Employees Whose Duties are Connected with the Movement of Trains Must Have a Copy of the Rules Accessible and a Copy of the Current Time Table With Them while on Duty

READ SPECIAL RULES AND INSTRUCTIONS CAREFULLY, IMPORTANT CHANGES HAVE BEEN MADE

▶ CHECK DAYS OF WEEK WITH CARE

W. I. MUNRO,
Genl. Supt. Transportation,
Winnipeg, Man.

N. P. NORTH,
General Superintendent,
Winnipeg, Man.

W. McSPARRON
Supt. Transportation,
Winnipeg, Man.

J. CONERY
Superintendent,
Virginia, Minn.

Taft Subdivision Footnotes

Times shown at Duluth are for information only.

Trains are governed by time table and rules of the C. St. P. M. & O. Ry. between C. St. P. M. & O. Ry. station Duluth and Garfield Avenue, and by time table and rules of the N. P. Ry. between Garfield Avenue and D. W. & P. Jct.

Trains will not receive terminal clearance at D. W. & P. Jct.

No. 19 must obtain terminal clearance at West Duluth.

Special Rule No. 9 governing the handling of Air Brakes, applies to Eastward Freight Trains between Simar and West Duluth Yard.

The switch at South Loop is in normal position when set for MAIN TRACK for direct movement to West Virginia.

No. 417 will register at West Virginia.

Positive stops for inspection of freight trains:

Eastward.....Shaw
Westward.....Bartlett

Speed Restrictions

Passenger trains: Between West Duluth and Nopeming30 miles per hour.
Passenger trains: Between Nopeming and Virginia40 miles per hour.
Freight trains: Between West Duluth Yard and Harney20 miles per hour.
Freight trains: Between Harney and West Virginia25 miles per hour.
All trains: Through tunnel, mileage 7.4.....15 miles per hour.
All trains: Over crossings of Second and Third Streets South, Loop Track, Virginia.....5 miles per hour.
All Trains: Between home signals of interlocking plants20 miles per hour.

YARD LIMIT BOARDS Are Located as Follows:

West Virginia, 1530 feet east of switch at South Loop.
Shaw, {5300 feet east of siding east switch.
 {5300 feet west of siding west switch.
Bartlett, {5300 feet east of siding east switch.
 {5300 feet west of siding west switch.
Simar, {3500 feet east of siding east switch.
 {3000 feet west of siding west switch.
West Duluth Yard, {3912 feet west of yard west switch.
 {At Junction switch, D. W. & P. Jct.

Railway Crossings at Grade

With D. M. & I. R. Ry. Mileage 66.8 Interlocked
With D. M. & I. R. Ry. " 70.7 Interlocked
With D. M. & I. R. Ry. (Loop Track) " 73.0 Non Interlocked
With D. M. & I. R. Ry. (Loop Track) " 73.6 Non Interlocked

Commercial Spurs

Mileage Capacity Connected
Brewer..... 8.1..... 8..... west
Wentworth.....41.4.....17..... east and west

Tunnel

Mileage 7.4, length 520 feet, width 16 feet, clearance from top of rail, 23 feet.

WESTWARD TRAINS Inferior Direction		Miles From D. W. & P. Jct.	Symbols	TAFT SUBDIVISION		Train Order Offices and Phone Offices	Telegraph Calls	Car Capacity 44 ft. Av'ge		EASTWARD TRAINS Superior Direction	
Second Class	First Class			STATIONS				Sidings	Other Tracks	First Class	Third Class
417 Time Freight Daily	19 Psg. Daily Ex. Sun.									20 Psg. Daily Ex. Mon.	418 Time Freight Daily
	L 7.15PM	3.6	K	DULUTH (C. St. P. M. & O. Station)						A 9.35AM	
				1.1							
		2.5		GARFIELD AVE.							
				2.5							
	7.29	0.0		D. W. & P. JCT. Jct. with N. P. Ry.						9.18	
				0.7							
	s 7.33	0.7	R	WEST DULUTH	T	WN				s 9.16	
				1.1							
L 9.00PM	7.36	1.8	CKW	WEST DULUTH YARD	T	DU	455			9.12	A 7:00AM
				7.6							
	f 7.53	9.4		NOPEMING	P		14			f 8.56	
				3.1							
10.00	s 8.02	12.5		HARNEY	P		41			s 8.50	6.20
				7.3							
10.25	f 8.17	19.8	Y	SIMAR	P		89	82		f 8.35	6.01
				4.6							
10.35	f 8.24	24.4		TWIG			16			f 8.28	5.51
				2.6							
10.46	f 8.29	27.0	W	BARTLETT	P		90			f 8.23	5.44
				6.2							
11.00	f 8.40	33.2		TAFT	T	FR	42			f 8.12	5.30
				8.4							
11.22	f 8.55	41.6	W	SHAW	P		40			f 7.56	5.00
				5.0							
11.36	f 9.04	46.6		WHITEFACE			20			f 7.46	4.35
				5.1							
11.50PM	f 9.14	51.7		MELRUDE	P		59			f 7.37	4.20
				4.4							
12.01AM	f 9.21	56.1		CENTRAL LAKES	P		10			f 7.29	4.05
				6.4							
12.15	f 9.32	62.5		PEARY			40			f 7.17	3.45
				6.7							
12.32	f 9.44	69.2		DEFORREST			5			f 7.05	3.25
				2.6							
A12.40AM	9.50	71.8		SOUTH LOOP						7.00	3.15
				1.5							
		73.3	CKW	WEST VIRGINIA	T	WS	268				L 3.00AM
				2.2							
	A10.00PM	74.0	K	VIRGINIA	T	DE	1			L 6.50AM	
Daily	Daily			CENTRAL						Daily	Daily
417	19			TIME						20	418

Train Order Offices Are Open as Follows:

West Duluth, 8:00 A.M. to 12:00 Noon—1:00 P.M. to 5:00 P.M. and for No. 19.
West Duluth Yard, 6:00 P. M. to 2:00 A. M.
Taft, 6:30 A. M. to 12:00 Noon—1:00 P. M. to 3:30 P. M.
West Virginia, 12:01 A. M. to 4:00 P. M.
Virginia—Continuous.

Despatchers office, Virginia, Minn.
Telegraph call "DE"

H. A. Monteith, Chief Despatcher
H. O. Gish
H. G. Engstrom } Despatchers
J. C. Tario
T. J. Plunkett, Relief Despatcher
W. J. Mason, Extra Despatcher

GENERAL SPECIAL INSTRUCTIONS

1. Time will be transmitted daily except Sunday from Montreal from 9:58k until 10:00k Central Time.
2. Rule 405 applies on the Taft and Cusson Subdivisions.
3. Rule 42 applies on the Taft and Cusson Subdivisions.
4. Single-arm train order signals will govern trains in both directions.
5. Where a speed restriction is prescribed, either by time table, train order or bulletin, specified speed must not be exceeded in any one mile.
6. The speed of light engines must not exceed thirty (30) miles per hour at any point.
7. Unless authorized by Special Instructions, trains must not take turnouts entering or leaving the main track at a greater speed than ten (10) miles per hour.
8. Engines running tender first, other than Suburban Tank Engines equipped with pilot on tender, shall not exceed a speed of twenty (20) miles per hour at any point.
9. In handling dead locomotives in trains, they must be hauled with the pilot first, except locomotives with trailing trucks from which the engine trucks have been removed, in which case they must be hauled with trailing truck leading.
The dead locomotive must be placed not less than five (5) and not more than seven (7) cars from the locomotive handling train.
If more than one dead locomotive in a train, they must be separated by not less than five (5) and not more than seven (7) cars; the separation being necessary to prevent extreme violence in starting; also to prevent concentration of weight on bridges.
When six or eight wheeled switch engines or engines from which engine trucks, pony trucks, or all side rods have been removed are hauled in trains, the speed of train must not exceed fifteen (15) miles per hour.
Locomotives just out of shop after repairs, will be treated similar to switch locomotives, over the first subdivision, and must not be handled at a speed greater than fifteen (15) miles per hour. If found O. K. after the first subdivision, they can be handled on any freight train.
Disabled engines from which three or more side rods have been removed on one or both sides must not be moved either dead or under steam at a greater speed than fifteen (15) miles per hour.
Disabled engines with main rod only disconnected but with side rods on all wheels, can be moved under their own power either light or hauling a train at a speed not exceeding twenty-five (25) miles per hour.
Pile Drivers, Steam Shovels, Hoist Cranes, (except Wrecking Cranes when moving to Wrecks) Steam Ditchers, or Drag Lines loaded on flat cars, must not be moved in trains unless the boom is disconnected, the travel mechanism put out of gear, and engine and boiler blocked to body of car and secured by safety chains, which must also be wired. This will not necessitate the taking off of cable, but ample slack must be allowed in cable to allow for curvature or slack.
Unless further restricted by special instructions, trains handling such equipment must not exceed 20 miles per hour. Speed must in all cases be regulated to safety limit in rounding curves.
When possible, at least three cars must be placed between this equipment and the engine handling train.
Pile drivers, steam shovels, scale test cars, boarding, advertising or other cars occupied by employees or passengers must be placed immediately ahead of caboose when handled on freight trains, and immediately ahead of passenger equipment when handled on mixed trains, except that when occupied boarding cars are equipped with steel underframes they may be handled in any location in freight or mixed trains.
Conductors will be held responsible for strict observance of this rule.
10. Trains must not pass a catch post where mail is to be picked up by them at a speed exceeding twenty (20) miles per hour.
11. Freight trains must be inspected within thirty (30) miles after leaving a terminal. Thereafter an inspection must be made at least every thirty (30) miles. On subdivisions where positive inspection points are shown they will govern instead of the foregoing, except that where a stop is made and inspection requirement is complied with at the station immediately in advance of the one shown as an inspection point, it will not be necessary to stop again at such designated point for inspection.
12. Freight trains passing stations where work trains are tied up will leave a register of their train with engine watchman or with conductor of work train.

13. Before moving or coupling on to cars being loaded or unloaded at freight sheds, team tracks and other places, or boarding outfit cars, snow plows, flangers, other units of work equipment and dead engines, persons in, on or about them must be warned to avoid injury.

14. Conductors are required to give personal attention to the switching at terminals and intermediate points.

15. Conductors of mixed and freight trains must see that doors of all empty cars in their trains are kept closed.

16. Air brakes must be in service while switching occupied passenger equipment, also while switching empty equipment on or off occupied passenger equipment.

Before making a coupling to or between passenger equipment any of which contains passengers, stop must first be made not less than six and not more than twelve feet from the point where coupling is to be made.

17. Before coupling on to occupied boarding outfit cars, engine must be brought to a stop not less than six feet and not more than twelve feet distant.

18. In case of accident, Conductors of trains may command the service of work trains, trackmen and other employees in the vicinity when their assistance is required.

19. In the event of a train or engine striking stock or any obstruction, same must be brought to a stop and a careful examination made of equipment, to see that everything is in proper order before again proceeding.

20. Lamps and torches must be kept a safe distance away from gas transports, and cars being supplied therefrom, or when gas is being transferred from one car to another.

21. In all cases of derailment of, or accident to, passenger cars lighted with Pintsch gas or commercial acetylene, the supply of gas must be shut off by closing the stud valves in storage tanks underneath the car by means of the key provided for the purpose in the gauge box under the car. Trainmen will see that gas is shut off in all such cases. The valves are opposite to the standard threads; that is, turn to the left to close off, and to the right to open.

22. Laws of Minnesota require that trains or engines shall come to a full stop not less than 10 nor more than 60 rods before reaching any railroad junction or crossing at grade, unless such stoppage is rendered unnecessary by an interlocking plant or other device approved by the Railroad and Warehouse Commission.

23. Wooden under-framed empty flat cars, coal cars and Hart convertible cars must be handled on the rear of trains immediately ahead of caboose, such cars to be considered as empty unless loaded to twenty tons or over.

25. Operating Rule 15, paragraph 2 (Ruling): The explosion of two torpedoes is not a signal which of itself calls for a specific answer by means of the engine whistle; it is simply notice to reduce speed and look out for a stop signal which may be given or conveyed (a) by a flagman, or (b) by means of the outer red flag under Rule 42, which is a stop signal and is there in lieu of flagman; therefore, on seeing the flagman's signal in (a) or the red flag in (b), these signals only will be acknowledged by whistle signal 14 (g), in accordance with Rule 29.

26. Operating Rule 31 (amended): Signal 14(1) changed to—two long, one short, one long.

27. In the application of Rule 91, the restrictions on a light engine following any train will also apply to an engine moving with caboose only.

28. Operating Rule 93, paragraph 5 (amended): By night or in foggy or stormy weather a red light must be placed on any unattended cars or dead engines obstructing main tracks within yard limits.

29. Operating Rule 99 (Interpretation): Rule 99 requires that when the flagman has gone out the necessary distance under the conditions existing, he will place two torpedoes on the rail.

It must be further understood that when the flagman goes beyond this point he will leave the two torpedoes at that point as an indication of the location of his train; this does not relieve him from also using torpedoes at the point at which an approaching train is flagged.

30. Operating Rule 103, paragraph 1 (amended): When cars are pushed by an engine (except when shifting and making up trains in yards, where there are no public highway crossings at rail level, or where there are public highway crossings at rail level adequately protected by gates or otherwise), a flagman must take a conspicuous position on the leading car.

31. Whenever it is necessary after arrival for a mixed train to back up the passenger cars away from a station platform in order to perform switching, unloading of freight, or other service, a second stop must be made at such platform before final departure if there are any passengers to detrain or entrain.

32. When spreaders are being used for spreading snow, ballasting and other operations, the speed of the train must not exceed fifteen (15) miles per hour, and frequent inspection must be made of the equipment to see that everything is in order.

33. The car capacity of sidings and other tracks is the total capacity, exclusive of turnouts, and deduction should be made for length of engine.

34. Backup air hose equipped with air whistle must be in service on rear platform of all passenger trains moving backwards and whistle sounded approaching public highway crossings or when necessary to warn persons crossing or approaching the track.

SPECIAL RULES GOVERNING THE HANDLING OF AIR BRAKES

1. **To All Employees**—Employees must be thoroughly conversant with the Brake and Signal Equipment and instructions issued in connection therewith, and must report promptly any trouble or defects.

2. **Responsibility**—The Engineman and Conductor are responsible for knowing that the prescribed test of train brakes has been made before starting from terminal stations, also from any point where consist of train has been changed or hose uncoupled. Enginemen must personally handle brake valve when making all tests.

3. **Terminal, Road and Running Tests**—Engine and Train crews operating in United States territory must be governed by I. C. C.—A. A. R. Train Brake Test requirements.

4. **Double Heading, Assisting and Pusher Service**—When two or more engines are used in any train all hose must be coupled, and brakes tested and operated from the leading engine. Maximum air pressure must be maintained on all engines, and brake valve cut-out cocks closed on all except the leading engine. In case of the leading engine giving up the train short of the destination of the train, a test of the brakes must be made to see that the same are operative from the engineman's valve of the engine remaining with the train.

5. **Observing Air Gauges**—Air gauges on engines and cabooses must be observed frequently to see that maximum pressure is being maintained.

6. **Setting Out Cars**—When cars are set off at any point between terminals auxiliary reservoirs must be bled before the hand brakes are applied.

7. **Standing on Grades**—When the engine, either with or without cars, is to be uncoupled from the train on a grade, a sufficient number of hand brakes must first be applied to hold the portion of the train to be left standing. After recoupling, hand brakes must not be released until it is known that the train air brake system is fully charged.

8. **Calling For Brakes**—A call for brakes when running must be promptly responded to by each Trainman, opening a Conductor's valve, and then applying hand brakes.

9. **Retaining Valves**—Retaining valves must be used when descending the grades designated in special instructions.

10. **Operative Brakes**—All trains going to the United States must have 100% of brakes operative leaving the last terminal and must not be run with less than 85% at any time. When necessary to cut out brakes on any cars enroute in such trains they must be placed together at the rear of the train ahead of the caboose before entering that territory.

INSTRUCTIONS TO PASSENGER TRAIN CONDUCTORS AND TRAINMEN

Conductors and trainmen assigned to passenger train service, when on duty, are required to be neat and clean in their appearance, dressed with standard uniform, clean plain white or blue linen, black shoes, black tie, clothes pressed and brushed.

At initial stations the conductor should stand at the rear of the train when practicable. Trainmen must stand between the coaches (with stepping boxes when necessary), coats buttoned, ready to ask destination and direct passengers to their proper cars. As far as possible at all stations each open coach vestibule should be protected by some member of the train crew.

Employees on passes are prohibited from riding in first class coaches in dirty or greasy working clothes which would soil seats in coaches to the detriment of other passengers who might afterwards occupy such seats.

Trainmen must announce the next station (when leaving station in advance) in each coach, saying: "Next station" and again when coming into station, saying: "..... Station, this way out." When coming into a junction station

where passengers may be required to change, trainmen will announce change of cars and name principal stations along the line or lines to which passengers may be destined. Coach seats must be turned in the direction in which train is running when not in use. See that all coaches carrying passengers are supplied with water for drinking and washing. Stepping boxes must be used when required; coach closets should be locked before arriving at Terminals or important stations. Attention must be given to the heating, ventilating and lighting; the end to be attained is comfort, proper ventilation and even temperature. The carriage of other than reasonable hand baggage in coaches and obstruction of car aisles and vestibules must not be permitted. Doors and vestibules of passenger equipment being dead-headed must be kept closed.

On passenger and mixed trains vestibule doors and platforms of coaches must be closed between stations. Vestibule curtains should be closed and not be uncoupled until train stops at Terminal or whenever change is made in equipment. Tail gates, chains or bars at the rear of last car on train must invariably be kept closed and securely fastened, and the appliance at the rear of the last passenger car must also be

kept closed and securely fastened when a baggage car, flanger or caboose is immediately behind it.

On arrival at Terminals, stand at coaches, in full uniform, until all passengers have detrained, and direct passengers to exit or give information that may be asked for.

Train baggagemen must not permit any one to ride in baggage cars except officers of this railway and the Express Company, messengers and conductors and brakemen in the discharge of their duties. Train baggagemen must remain in the baggage car, except when required by the conductor to perform other duties. When necessary to leave the car, they must see that all the doors are locked.

Conductors of trains carrying passengers must report by wire to their Superintendents any case or cases of which they have knowledge or have reason to suspect of a passenger or passengers suffering from contagious or infectious diseases having travelled in any of the cars in their train, in order that arrangements may be made for such cars to be immediately fumigated.

PERSONAL INJURIES

1. Whenever passengers or employees are injured, everything must be done to care for them promptly. If they are able to be moved, take them for treatment to the nearest place at which the Company has a surgeon. If they cannot be moved, call the nearest Company surgeon. If the case is urgent and the Company surgeon cannot be immediately procured, the conductor, agent or officer in charge is authorized to call the nearest surgeon available to administer first aid and care for the patient until the Company surgeon can take charge of the case.

No surgical operation must be performed until the arrival of the Company surgeon unless it may be required for the immediate safety of the patient.

2. In cases of serious accidents to trains, conductors, after making everything safe, must give their undivided attention to the care and comfort of their passengers, especially to those who are injured. Bedding and linen may be taken from sleepers for this purpose, the conductor keeping careful account of all material so taken, and its return or safe keeping attended to; and, when necessary, injured persons may be put in the sleepers.

When a number of persons are injured, the service of competent surgeons in the vicinity should at once be secured, and every possible effort made to care for the injured, the Local Surgeon being notified by wire to come immediately to the place of the accident.

3. If persons are killed in train operation, the trainmen who are aware of the circumstances may remove the bodies from the railway right of way and transport same to the nearest station, if possible within the same municipality, where the Coroner should be notified immediately.

If a body is found on or near the right of way by sectionmen or train crew, it is permissible to make an examination of the body to ascertain if any signs of life are present, and, if so, immediate first aid should be given and the nearest available doctor called, or, if able to be moved safely, the patient taken to his office. If the person is dead and no delay in traffic will be caused, a guard should be left with the body until the Coroner is notified and instructions obtained by him as to disposal. This applies particularly to cases where there may be a question of foul play, poisoning, etc.

4. A report of all accidents must be made, and immediately sent by wire to officers stated on Form 3903, giving all information.

In reporting accidents to trains carrying passengers, conductors should give the correct names of the injured and uninjured, the addresses and destinations of all persons

on the train, and of the injured, and the extent of their injuries. This information must be obtained on form 3904.

5. Every effort must be made to procure the names and addresses of all persons, outsiders as well as employees, who witnessed the accident, especially when persons are injured within the corporate limits of any city, town or village, or when crossing the tracks at a public highway.

6. In every case of personal injury in any Department, a full and complete report must be made at once by every employee immediately present, no matter whether he considers his statement of importance or not, answering every question as fully as possible.

7. When persons are injured by an accident which may have been caused by defective appliances, tools or machinery, the car or appliance, tool or machinery must be immediately examined by the person in charge to ascertain its condition, and report made of the inspection, giving the numbers and initials of cars examined, with names, occupation and addresses of the persons making the inspection. This inspection must be made before the car or engine leaves the place where the accident occurred, and afterwards at the first district terminal by the inspector, foreman or Master Mechanic at such point, the Superintendent to notify such person of the necessity of making such examination. When an accident is caused by the breaking of machinery, tools, appliances or rails, the broken parts must be so marked as to be readily identified, and immediately turned over to the Superintendent.

8. This Company will not recognize any responsibility for board, medicine, nursing or surgical attention furnished by other than Company Surgeons, except for the emergency service required under Rules 1 and 2, unless authorized by the Superintendent, General Claim Agent, or a general officer of the Company, and when so authorized the General Claim Agent should at once be notified.

INJURIES TO PERSONS OTHER THAN PASSENGERS AND COMPANY'S EMPLOYEES

1. In assisting in providing medical relief for persons injured, the Company has in view humanitarian considerations and desire for the general welfare of the service, but such action is not to be regarded as an admission or evidence of liability.

2. In performance of this humanitarian duty in cases of injury to persons other than passengers or employees while upon the Company's premises, the assistance is to be limited to rendering first aid only. First aid means such medical and surgical services as are known to relieve the immediate danger or suffering of the injured person, and to make it safe and comfortable for such person to be removed from the Company's premises. Under no circumstances should it mean the performance of surgical operations or elaborate surgical dressings such as setting fractures, etc. The further disposal of the injured person must rest with the Transportation Officer on duty. This officer is usually the Chief Dispatcher of the Division.

3. The employees of the Company immediately handling the case should make every effort to see that the injured person is given in charge of friends or the Municipal Authorities.

4. Where the injuries are of such a character as to require hospital treatment this should be arranged for by the friends or the Municipal Authorities.

5. Where it is impossible to reach friends or Municipal Authorities such as in cases occurring in the night or in rural districts, the Chief Transportation Officer on duty may arrange for the injured person to be taken by train to the nearest general hospital. At the same time all concerned, including the Hospital Authorities, should be advised of the circumstances under which application for admission is being made and particulars of this should appear on the casualty report.

6. The instructions of the Transportation Officer should be given in writing, or by telegraph if necessary, so that a copy may accompany the medical accounts for first aid or such other medical services as may be authorized, for the information of our Chief Medical Officer and the Auditor.

7. Employees of the Company, whether authorized to do so or not, when calling for the services of a physician, should notify said physician that the call is for first aid duty only, and will not include services rendered subsequent to the first dressing on the Company's premises or adjacent thereto.

8. The services of a Company's physician must be requisitioned when practicable.

9. In cases of accidents proving immediately fatal, see instructions under heading "Personal Injuries," paragraph three.

GENERAL SPECIAL INSTRUCTIONS

1. Time will be maintained daily except Sunday from 9:30 A.M. to 11:00 P.M. Central Time.

2. Table No. 21 applies to the following lines:

3. Conductors of trains carrying passengers must report by wire to their Superintendents or to the Chief Transportation Officer in the event of any accident, injury, or loss of property, or any other emergency, as soon as possible after the occurrence. The report should include the following information: (a) Name of the train, (b) Date and time of occurrence, (c) Name of the person or persons injured, (d) Nature and extent of injuries, (e) Name and position of the person or persons reporting, (f) Name and position of the person or persons in charge of the train, (g) Name and position of the person or persons in charge of the engine, (h) Name and position of the person or persons in charge of the car, (i) Name and position of the person or persons in charge of the freight car, (j) Name and position of the person or persons in charge of the passenger car, (k) Name and position of the person or persons in charge of the baggage car, (l) Name and position of the person or persons in charge of the mail car, (m) Name and position of the person or persons in charge of the news car, (n) Name and position of the person or persons in charge of the dining car, (o) Name and position of the person or persons in charge of the sleeping car, (p) Name and position of the person or persons in charge of the observation car, (q) Name and position of the person or persons in charge of the day coach, (r) Name and position of the person or persons in charge of the night coach, (s) Name and position of the person or persons in charge of the parlor car, (t) Name and position of the person or persons in charge of the smoking car, (u) Name and position of the person or persons in charge of the observation lounge, (v) Name and position of the person or persons in charge of the observation car, (w) Name and position of the person or persons in charge of the observation car, (x) Name and position of the person or persons in charge of the observation car, (y) Name and position of the person or persons in charge of the observation car, (z) Name and position of the person or persons in charge of the observation car.

CLASSIFICATION AND PERCENTAGE RATING OF LOCOMOTIVES

CANADIAN NATIONAL RAILWAYS

(Western Region)

Class	Type	Engine Nos.	Superheater	Rating
J- 1-a	Pacific	5000-5003	S	35%
J- 4-a	"	5080-5083	S	34%
J- 4-b	"	5085, 5088, 5089	S	34%
J- 4-c	"	5090-5099	S	34%
J- 4-d	"	5115, 5116, 5120, 5123, 5124	S	38%
J- 4-e	"	5125-5141	S	38%
J- 4-f	"	5145-5150	S	38%

DULUTH, WINNIPEG AND PACIFIC RAILWAY

Class	Type	Engine Nos.	Superheater	Rating
M- 8-a	Consolidation	1981-1984	S	44%
N- 2-a	"	2455-2464	S	50%

REGIONAL MEDICAL OFFICER

Winnipeg, Man..... Dr. Emmet Dwyer

MEDICAL DEPARTMENT

Virginia, Minn..... Chief Surgeon..... *Dr. E. N. Peterson
 Virginia, Minn..... District Medical Officer..... Dr. R. P. Pearsall
 Virginia, Minn..... Surgeons..... Drs. David A. Sher and W. S. Neff
 West Duluth, Minn..... Surgeons..... Drs. Karl Emanuel, S. N. Litman, *E. W. Minty
 International Falls, Minn..... Surgeon..... Dr. F. G. Chermak
 Cook, Minn..... Surgeon..... Dr. William C. Heiam

*Also Eye, Ear and Physical Examiners

HOSPITALS

Virginia, Minn..... Municipal Hospital
 Duluth, Minn..... { St. Luke's
 { St. Mary's
 West Duluth, Minn..... Webber

PERSONAL INJURIES

SPEED TABLE

Speed per Hour	1 Mile in Min. Sec.	Speed per Hour	1 Mile in Min. Sec.
5	12.	30	2.
10	6.	35	1.42
15	4.	40	1.30
20	3.	45	1.20
25	2.24	50	1.12

WATCH INSPECTORS

West Duluth, Minn..... Hurst's Jewelry Store
 Virginia, Minn..... McCabe Jewelry
 Fort Frances, Ont..... G. H. Gledhill

AIR BRAKES

1. To All Employees—Employees must be thoroughly conversant with the instructions on the use of air brakes, and must be able to apply them in an emergency.

2. Preparation of the Engine and Cars for Starting—The engine and cars must be prepared for starting in accordance with the instructions on the use of air brakes, and must be able to apply them in an emergency.

3. Test of the Air Brakes—The air brakes must be tested before starting, and must be able to apply them in an emergency.

4. Application of the Air Brakes—The air brakes must be applied in accordance with the instructions on the use of air brakes, and must be able to apply them in an emergency.

5. Release of the Air Brakes—The air brakes must be released in accordance with the instructions on the use of air brakes, and must be able to apply them in an emergency.

6. Emergency Application of the Air Brakes—The air brakes must be applied in an emergency in accordance with the instructions on the use of air brakes, and must be able to apply them in an emergency.

7. Release of the Air Brakes in an Emergency—The air brakes must be released in an emergency in accordance with the instructions on the use of air brakes, and must be able to apply them in an emergency.

8. Application of the Air Brakes in an Emergency—The air brakes must be applied in an emergency in accordance with the instructions on the use of air brakes, and must be able to apply them in an emergency.

9. Release of the Air Brakes in an Emergency—The air brakes must be released in an emergency in accordance with the instructions on the use of air brakes, and must be able to apply them in an emergency.

10. Application of the Air Brakes in an Emergency—The air brakes must be applied in an emergency in accordance with the instructions on the use of air brakes, and must be able to apply them in an emergency.

11. Release of the Air Brakes in an Emergency—The air brakes must be released in an emergency in accordance with the instructions on the use of air brakes, and must be able to apply them in an emergency.

12. Application of the Air Brakes in an Emergency—The air brakes must be applied in an emergency in accordance with the instructions on the use of air brakes, and must be able to apply them in an emergency.

EQUATED TONNAGE RATINGS

GENERAL INSTRUCTIONS

1. The equated tonnage of any train is determined by multiplying the number of cars in the train by the car factor and adding the result to the sum of the tare and contents.

Example—(1) 42 Cars Total Gross Weight 2100 Tons
 Car Factor 10x42 Cars 420 Tons

EQUATED TONS . . . 2520

(2) 84 Cars Total Gross Weight 1680 Tons
 Car Factor 10x84 Cars 840 Tons

EQUATED TONS . . . 2520

2. The car factor is an allowance for frictional car resistance and varies on different subdivisions according to the ruling grade, the principle being that on low gradients the frictional resistance is a higher proportion of the total resistance than on steeper gradients. By use of the car factor the trainload is so adjusted that the resistance is the same for all trains of equal equated tonnage whether composed of fully loaded, partly loaded or empty cars.

3. Established ratings will be exceeded by 1% if by so doing another car can be handled in the train.

4. The equated ratings shown are "A" or fair weather. These ratings will be reduced as authorized by ratings "B" to "K" for temperature.

TONNAGE REDUCTIONS

TEMPERATURES	Weather Condition Modifications	
	RATING	Reduction in tonnage
To 25°F. above	A	Nil
24°F. above to 11°F. above (or bad rail)	B	5%
10°F. above to Zero	C	10%
Zero to 10°F. below	D	15%
11°F. below to 20°F. below	E	20%
21°F. below to 25°F. below	F	25%
26°F. below to 30°F. below	G	30%
31°F. below to 35°F. below	H	35%
36°F. below to 40°F. below	I	40%
41°F. below to 45°F. below	J	45%
46°F. below to 50°F. below	K	50%

The Chief Dispatcher will issue special instructions in case of storm or temperatures lower than those shown.

5. New engines or engines out of shops after receiving medium or heavy repairs will be loaded 20% light on first outward trip and 10% light on return trip. Locomotive Foreman will advise Train Dispatcher and Yardmaster in such cases.

6. Passenger engine in freight service will be allowed a further reduction of one hundred (100) tons.

7. Unless special ratings are given, a reduction of 10% from the ratings shown in tables will be allowed for certain specified time freight trains. General Superintendent of the district will designate for which trains this allowance is to be made.

8. When an engine of different capacity from those shown in the tables is used, the proper equated tonnage will be arrived at by taking the rating for the 100% engine and reducing this figure to the percentage rating for the engine in question. This is done by multiplying the equated tonnage of the 100% engine by the percentage of the engine in question and striking off the last two figures.

Example—To find the equated tonnage for a 38% engine.
 Equated tonnage for a 100% engine = 5835.
 5835 x 38 = 2217.30
 Equated tonnage for 38% engine is therefore 2217

9. To determine proper tonnage for pusher, double-header or helper engines, unless special rating is given, add to equated rating of the first engine 100% of the equated rating in effect for each class of helper.

10. In making up trains, weights must be obtained by taking tare and contents from the waybill. When tare weights are not available, car weights may be taken as under:

Passenger Cars—4 wheel trucks 40 tons	Stock Cars 18 tons
Passenger Cars—6 wheel trucks (Baggage, Colonist and Coach) 70 tons	Hopper Cars 24 tons
Passenger Cars—6 wheel trucks (Tourist, Sleepers, etc.) 87 tons	General Service Cars 23 tons
Express Refrigerator Cars 40 tons	Steel and Steel Frame Gondola Cars 27 tons
Freight Refrigerator Cars 30 tons	Steel Underframe Gondola Cars 20 tons
Steel Automobile and Box Cars 25 tons	Hart Convertible Cars 21 tons
Steel Frame Automobile and Box Cars 21 tons	Flat Cars 18 tons
Wooden Frame Automobile and Box Cars 18 tons	Depressed Flat Cars 28 tons
	Caboose 20 tons

11. In computing tonnage, fully loaded cars of grain, coal, rails, ties, lumber, pulpwood, etc., for which weights are not shown on waybill, will be considered as carrying the marked carrying capacity of the car, except that where weight agreement weights are shown on way bills covering cars of pulpwood, such weights will govern.

12. When dead engines are included in a train, four times the car factor will be added to the actual weight of each engine.

13. The ratings given in the rating table are for the ruling grade; excess tonnage will be handled when it is to be set out short of or picked up beyond the ruling grade.

14. When an engine is unable to handle the authorized rating, a joint message, signed by Conductor and Engineman, will be sent to the Chief Dispatcher, advising the reduction made and giving the reason for same.

15. Yardmasters and Conductors will be held responsible for their trains being loaded to full authorized rating, less the proper reduction for weather or rail condition, when tonnage is available.

EQUATED TONNAGE RATINGS

Car Factor	Westward (Read Down)				Eastward (Read Up)			Car Factor
	44% Eng.	50% Eng.	100% Eng.		100% Eng.	50% Eng.	44% Eng.	

TAFT SUBDIVISION

BETWEEN								
5	1115	1270	2540	West Duluth and Harney Harney and Simar Simar and Virginia	10570	5285	4650	12
5	1920	2185	4370					
10	2730	3410	6820					

CUSSON SUBDIVISION

BETWEEN								
6	1410	1600	3200	Virginia and Britt Britt and Forsman Forsman and Ash Lake Ash Lake and Ray Ray and Fort Frances	3640	1820	1600	6
6	1830	2080	4160					
6	1830	2080	4160					
9	2665	3030	6060		4000	2000	1760	6
9	2665	3030	6060		6060	3030	2665	9

HANDLING AND MARSHALLING CARS CONTAINING EXPLOSIVES AND CARS PLACARDED "DANGEROUS" AND "POISON GAS" IN TRAINS

General Instructions

Cars containing EXPLOSIVES or tank cars placarded DANGEROUS must not be handled in a train which carries passengers, except on lines where there are no regular trains operating in freight service only.

Cars containing EXPLOSIVES must have air and hand brakes in service, and the train and engine crew must be advised in writing of the presence and location in the train of such cars.

Cars containing EXPLOSIVES must not be placed in trains next to dead engines, loaded tank cars, refrigerator cars equipped with automatic refrigeration of the gas-burning type, wooden frame flat or gondola cars, carloads of pipe, lumber, poles, iron, steel or similar lading which by shifting on account of rough handling may break through end of car containing EXPLOSIVES; nor next to cars containing lighted heaters, stoves or lanterns; nor next to cars with live stock or poultry in charge of an attendant.

Placarded loaded tank cars must not be placed in trains next to cars containing lighted heaters, stoves or lanterns; nor next to refrigerator cars equipped with automatic refrigeration of the gas-burning type; nor next to gondola or flat cars with lading such as logs, lumber, rails, pipe or similar articles which are liable to shift.

On Through or Local Freight Trains the Following Also Applies

Cars containing EXPLOSIVES must be placed in through freight trains near the middle of the train and must not be nearer than the sixteenth car from the engine nor the eleventh car from the caboose, if the length of the train will permit, and when helper power is cut in, must be separated from such helper by at least one car; on local freight trains, they must not be placed nearer than the second car from the engine or caboose; and on through and local trains they must not be placed next to box cars placarded DANGEROUS unless the remainder of the train consists only of such cars.

Placarded loaded tank cars must not be placed in through freight trains nearer than the sixth car from the engine or caboose, and in local freight trains not nearer than the second car from the engine or caboose, when length of train permits; this does not apply when train consists of loaded tank cars only.

Where Only a Mixed Train Service is Operated or Where Passengers Are Carried in the Caboose of a Freight Train the Following Also Applies

A car containing a shipment of EXPLOSIVES not exceeding 1000 pounds must be so placed in the train that not less than three freight cars are between it and the car carrying passengers and not less than one freight car between it and the engine hauling the train.

A car containing a shipment of EXPLOSIVES in excess of 1000 pounds must be so placed in the train that not less than five freight cars are between it and the car carrying passengers and not less than three freight cars between it and the engine hauling the train.

NOTE—Not more than one car of EXPLOSIVES may be handled in a mixed train, or where passengers are carried in the caboose of a freight train.

When practicable to do so, a car containing EXPLOSIVES must be placed between freight cars not bearing DANGEROUS or POISON GAS placards.

Tank cars placarded DANGEROUS must not be placed next to cars carrying passengers or next to the engine.

EQUATED TONNAGE RATINGS

GENERAL INSTRUCTIONS

1. The equated tonnage of any train is determined by multiplying the number of cars in the train by the car factor and adding the result to the sum of the cars and contents. Example--(1) 43 Cars... 2100 Tons... 430 Tons... EQUATED TONS... 2530

EQUATED TONNAGE RATINGS

Table with columns for Tonnage Rating, Car Factor, and Tonnage. It is divided into two sections: TART SUBDIVISION and CUSSON SUBDIVISION. The TART section includes ratings for West Duluth and Honey, and the CUSSON section includes ratings for Virginia and Britt, Britt and Foreman, Foreman and Ash Lake, and Ash Lake and Ray.

HANDLING AND MARSHALLING CARS CONTAINING EXPLOSIVES AND CARS PLACARDED "DANGEROUS" AND "POISON GAS" IN TRAINS

General Instructions: Cars containing EXPLOSIVES or cars placarded DANGEROUS must not be handled in a train which carries passengers. Cars containing EXPLOSIVES must not be placed in the same train as cars containing DANGEROUS or POISON GAS. Placarded DANGEROUS cars must not be placed in a train with cars containing EXPLOSIVES or cars placarded DANGEROUS or POISON GAS.

2. The equated tonnage of any train is determined by multiplying the number of cars in the train by the car factor and adding the result to the sum of the cars and contents.

3. The car factor is an allowance for frictional car resistance and varies on different subdivisions according to the rating. The principle being that on low gradients the frictional resistance is a higher proportion of the total resistance than on steep gradients. By use of the car factor the resistance is so adjusted that the resistance is the same for all trains of equal equated tonnage whether composed of fully loaded, partly loaded or empty cars.

4. The equated ratings shown are "A" or "B" for fair weather. These ratings will be reduced as authorized by ratings "C" to "K" for temperature.

TEMPERATURE REDUCTIONS

Table showing Temperature Reductions. Columns include Temperature (e.g., To 25°F above, 24°F above to 14°F below, etc.), Rating (A through K), and Reduction in tonnage.

The Chief Dispatcher will issue special instructions in case of storms or temperatures lower than those shown.

5. New engines or engines out of shops after receiving medium or heavy repairs will be loaded 20% light on the outward trip and 10% light on return. Economic locomotives will be loaded 20% light on the outward trip and 10% light on return. Passenger engine in local service will be allowed a further reduction of one hundred (100) tons. Unless special ratings are given a reduction of 10% from the ratings shown in tables will be allowed for certain specified time freight trains. General subdivisions of the district will designate for which trains this allowance is to be made.

6. When an engine of different capacity from those shown in the tables is used, the proper equated tonnage will be arrived at by making the rating for the 100% engine and reducing the tonnage to the percentage rating for the engine in question. This is done by multiplying the equated tonnage of the 100% engine by the percentage of the engine in question and dividing the last two figures.

7. To determine proper tonnage for loaded, double-train or high-capacity, heavy special rating is given, add to equated rating of the first engine 10% of the equated rating in tonnage for each class of helper.

Table listing various car types and their equated tonnage ratings. Examples include: Stock Cars (18 tons), Hopper Cars (24 tons), General Service Cars (22 tons), and Passenger Cars (20 tons).

8. In computing tonnage, fully loaded cars of pulpwood, etc., for which weights are not shown on weight bill, will be considered as carrying the normal carrying capacity of the car, except that when weight agreement weights are shown on way bills covering cars of pulpwood, such weights will govern.