

**POTOMAC YARD
SPECIAL RULES**

For The

Government of Employees

of

Potomac Yard

The Baltimore and Ohio Railroad Company

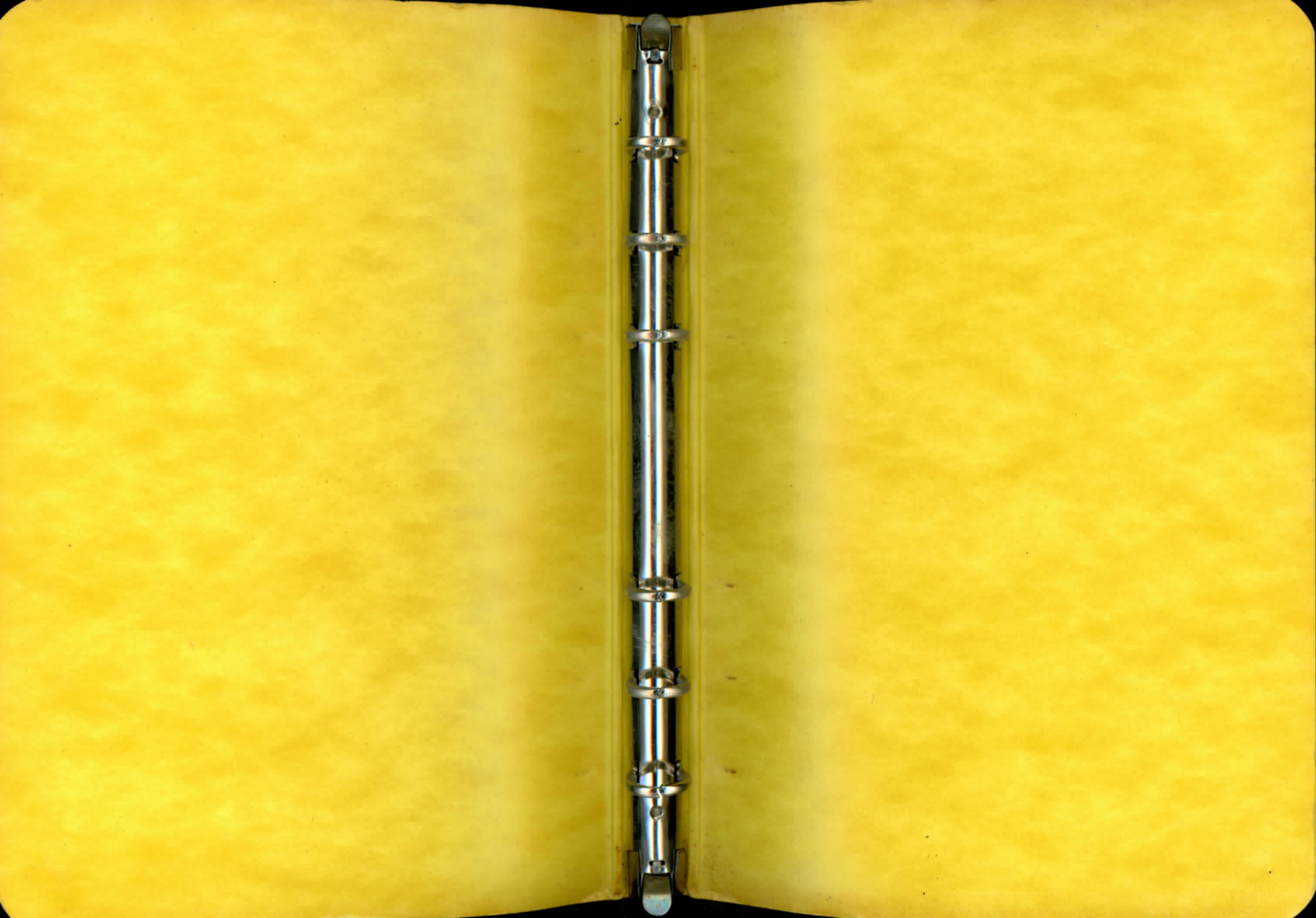
The Chesapeake and Ohio Railway Company

Penn Central Transportation Company

Richmond, Fredericksburg and Potomac

Railroad Company

Southern Railway Company



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Special Rules
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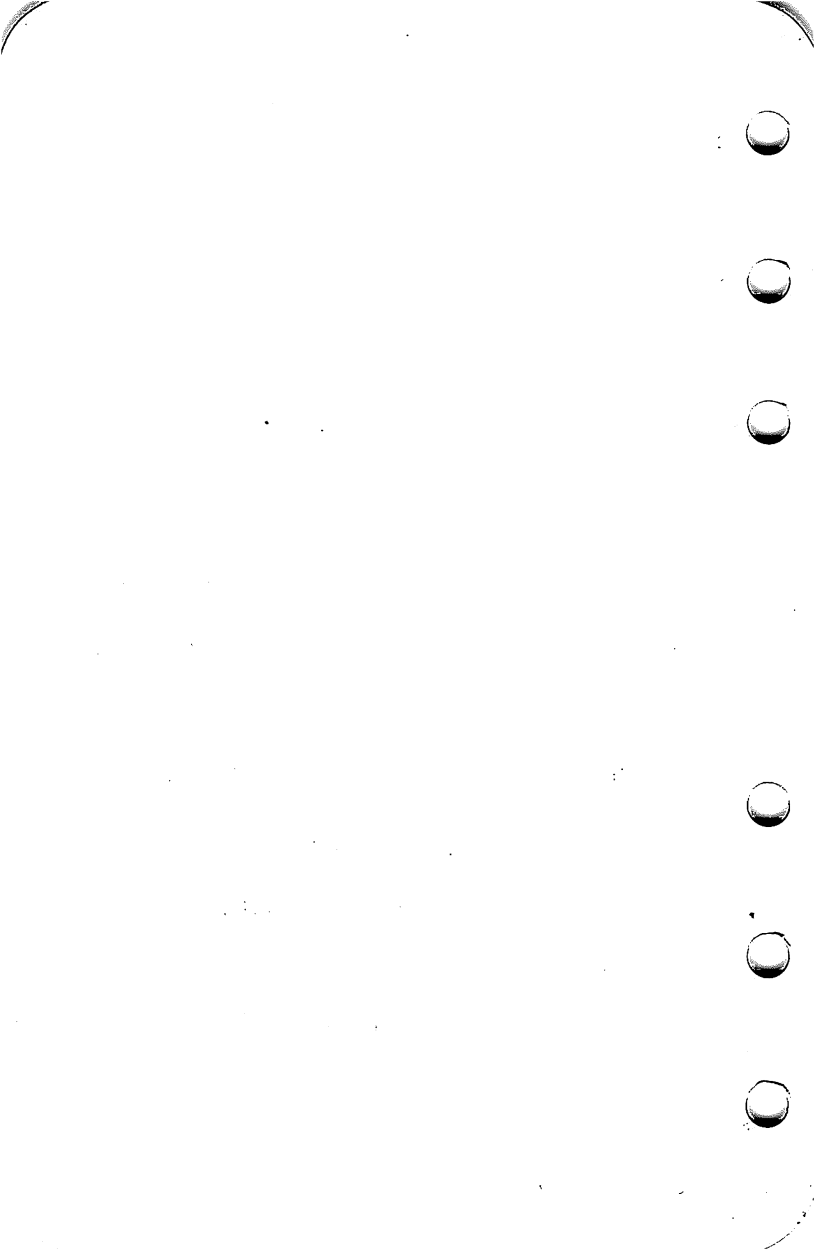
Richmond, Fredericksburg and Potomac

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IN EFFECT

February 1, 1971



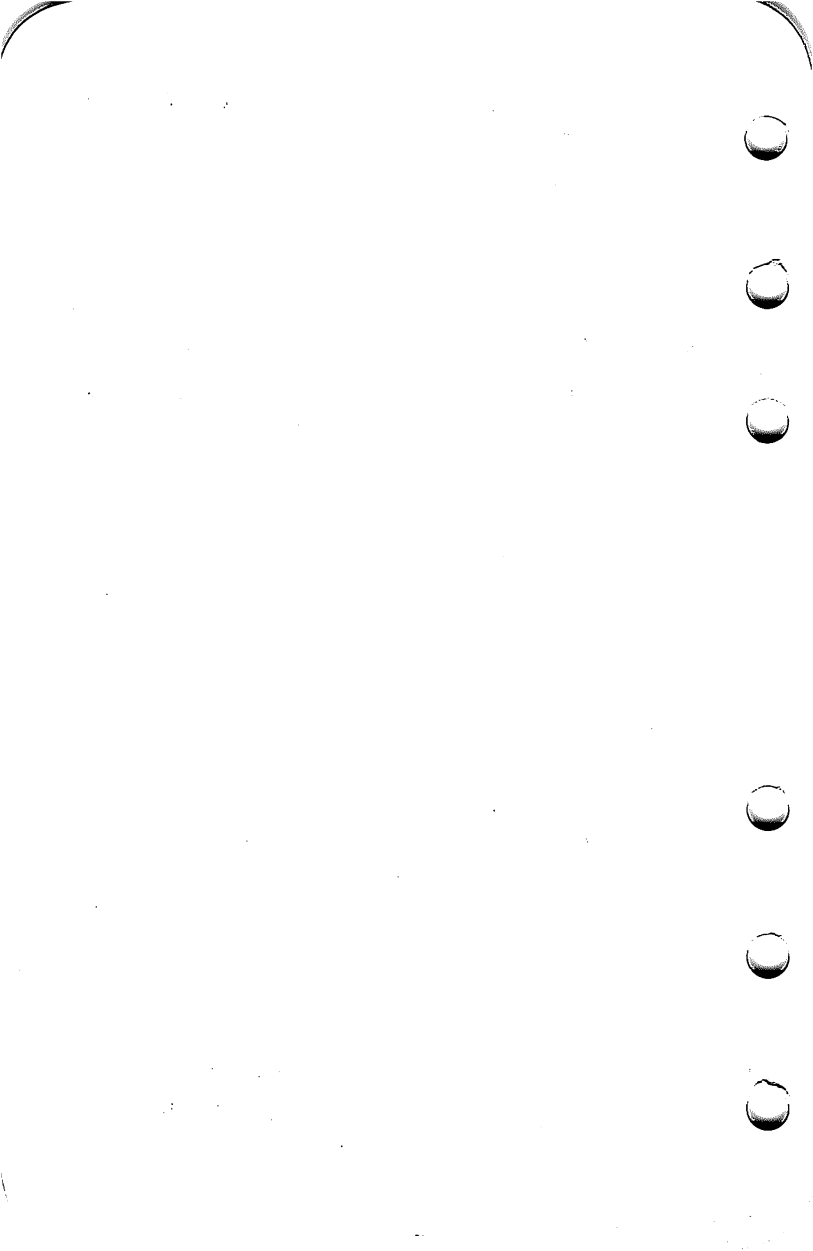
The following Special Rules govern Potomac Yard employees and employees of all lines operating into and out of Potomac Yard.

They take effect February 1, 1971, and cover the operation on all tracks within Potomac Yard between "RO" Interlocking and "AF" Interlocking, but do not apply to the passenger tracks between these two points.

These Special Rules will supersede operating rules and any special instructions in conflict therewith. Otherwise, employees of lines using Potomac Yard facilities will be governed by the operating rules and special instructions of their respective employing lines.

Except as superseded herein, Potomac Yard employees will be governed by the Book of Rules of the Richmond, Fredericksburg and Potomac Railroad Company.

J. F. McGinley,
Superintendent.



GENERAL RULES

A. Employees must be conversant with and must obey the special rules contained herein. If in doubt as to their meaning they must apply to proper authority for explanation.

B. Potomac Yard employees will be required to pass a periodic oral examination on the rules, and those failing to do so will be required to pass a written examination to remain in the service.

Employees of lines operating into and out of Potomac Yard must be qualified on the rules and physical characteristics of that portion of Potomac Yard over which their respective lines operate.

C. Accidents, defects in track, bridges, signals and other facilities, or any unusual condition that may affect the safety of trains, engines and yard movements, must be immediately reported to proper authority. When necessary, proper protection must immediately be provided.

D. Whenever an accident occurs involving personal injury to employees or others, all employees having any knowledge or information respecting such injury, or the cause thereof, shall, as soon as other duties will permit, make a written statement giving in detail all the information he has which in any way bears upon such injury.

E. In all cases when an ambulance is needed, Desk 223 must be notified and the Assistant to Trainmaster on duty will be responsible for making the necessary arrangements.

F. Whenever a failure occurs to a yard or road engine after it has been dispatched from the locomotive facilities, immediate notification must be given to the Assistant to Trainmaster by any available means of communication.

H. When fire is discovered on railway property or where it may reach the property, it must be reported immediately to the Assistant to Trainmaster at Desk 223 by using any available means of communication.

J. Employees entering and leaving Potomac Yard must use one of the following authorized entrances :

1. At vehicular crossing over main line passenger tracks into Potomac Yard from U. S. No. 1 Highway. Automatic highway crossing protection is provided at this point, consisting of short-arm gates, flasher light signals and bell. Vehicles leaving the yard to enter the Highway must proceed over crossing one at a time.
2. Through the gate on the north side of Braddock Road, just east of the Braddock Road bridge.
3. Through the gate and steel stairway on south side of Monroe Avenue bridge.
4. Through main entrance at Hume Avenue and No. 1 Highway.

5. At authorized parking areas along the Stock Pen Road. Employees using the parking area on east side of north-bound hump must use the underpass under the hump.

6. Entrance from Henry Street to No. 4 Ice-house track.

K. Employees are prohibited from removing from the property articles or material of any description other than personal belongings without first securing written permission from the Superintendent, Trainmaster, or Staff Assistant.

1. BULLETIN BOARDS, BULLETIN BOOKS, REGISTERS, AND STANDARD CLOCK:

(a) General Orders, Notices, and Instructions of tenant lines, and Notices, General Notices, and General Orders of Potomac Yard, will be posted on bulletin books as shown below:

Location of Bulletin Books	Will display Orders, Notices and Instructions of
Crew Clerk's Office, Consolidated Office Building.	B&O, C&O, PC, RF&P, SOU, and Potomac Yard.
The building housing the ice making machine located between re-ice tracks Nos. 3 and 4, north of "DK".	SOU Railway.
Northbound Hump Office.	Potomac Yard.
Southbound Hump Office.	Potomac Yard.

Location of Bulletin Boards	Will display Orders and Instructions of
Crew Clerk's Office, Consolidated Office Building.	PC

(b) Employees' Register and Standard Clock is located in the Crew Clerk's Office, Consolidated Office Building. User line employees originating at Potomac Yard must sign the register.

(c) Front brakemen on northward Penn Central and B&O road trains, after registering, must accompany light engine movements to points where trains are made up.

(d) Engines must not be delayed from leaving Enginehouse waiting on waybills without specific instruction from Assistant to Trainmaster, Desk 223. In addition, whenever a member of a road crew fails to report at ordering time, the conductor will immediately notify the Assistant to Trainmaster, Desk 223.

(e) Train orders and clearance cards for southward trains must be obtained from the Telegraph Office in the Consolidated Office Building prior to departure from Potomac Yard. Conductors will arrange for delivery of orders and clearance cards to their engineers.

2. First-aid kits are located at the following points within the terminal:

Location

Yardmaster's Office, Southward Hump.

Yardmaster's Office, Northward Hump.

Spot Shop Building.

Washroom, Car Shop Building.

Ladies' Room, Consolidated Office Building.

Yardmaster, Consolidated Office Building.

Washroom, Enginehouse.

Power Plant.

Maintenance of Way Bunkhouse.

Wreck Train.

3. TELEPHONES.

(a) Telephones connected with the Potomac Yard automatic exchange are at various locations through the Terminal. The following is a list of telephone extensions to be used in conjunction with yard and train operations:

Trainmaster's Office	216
Assistant Trainmaster	223-235
Yardmaster's Office, Northbound Hump	253
Yardmaster's Office, Southbound Hump	266
Yardmaster, Consolidated Office	205
Crew Clerk	222

(b) Telephones connected with RF&P Train Dispatcher at Richmond:

1. Telephone box at MP 109.9, west side of No. 3 main track south of "RO".
2. Telephone box at northward home signal bridge "RO", east of No. 1 track.
3. Telephone box at the junction of the north ends of 4, 5, and 6 running tracks with the northward freight track.
4. Telephone box at the Solite switch, west of the southbound freight track.

5. Telephone box north of Signal 1091, west side of No. 3 main track.
6. Concrete telephone booth at the south home signal at the Duckunder.
7. Concrete telephone booth south of the overhead bridge, between No. 5 and No. 6 northward running tracks.
8. Telephone box at No. 49 switch box.
9. Telephone box, west side of No. 3 main track at MP 108.
10. Telephone box north of Signal 1071, west side of No. 3 main track.
11. Telephone box at the southward home signal on No. 2 main track, North Alexandria Interlocking.
12. Telephone box on the west leg of the southward home signal bridge, North Alexandria Interlocking.
13. Telephone box on the west leg of the northward home signal bridge, North Alexandria Interlocking.
14. Telephone box adjacent to the northward freight track at Alexandria Freight Station.
15. Telephone box at Houff's Run side track switch.
16. Telephone box west leg of the southward home signal bridge at "AF".
17. Telephone box between Northward & Southward Frt. Running Tracks, north of "AF" Interlocking Tower.

18. Telephone box on the south end of signal case at the northward home signal bridge "AF" Interlocking.
19. Telephone box on the east side of Southern Railway tracks, northward home signal "AF" Interlocking.
20. Telephone box at the southward home signal at Seminary Interlocking.
21. Telephone box on south side at relay house at Seminary Interlocking.

4. Two-way radio land based stations are at the following locations:

Location	Can Communicate With
Assistant Trainmaster, 223	Potomac Yard Channels 1 through 10, PC, RF&P, SOU, C&O.
Yardmaster, and Hump Conductor, Southbound Hump	Potomac Yard Channels 1 through 10, RF&P, SOU, C&O.
Yardmaster, and Hump Conductor, Northbound Hump	Potomac Yard Channels 1 through 10, RF&P, SOU, C&O.

5. Location of electrically locked hand-operated switches:

- (a) Switch leading from northward freight running track to Hooff's Run Industrial side track.

- (b) Switch leading from northward freight running track to the north end Alexandria Freight Station side track.
- (c) Switch leading from southward freight running track into south end Solite Corporation side track.
- (d) The crossover switch between RF&P main track No. 3 and FGE side track at Seminary.

These switches are equipped with automatic electric locks which require a time delay of two (2) minutes after padlock or hook has been removed from hasp before switch can be operated.

Crews desiring to make movements from these sidings must obtain permission from train dispatcher.

No permission is necessary for movements to enter these sidings, but switches and derails must be properly lined before movement is started.

(f) The switch leading from the Horn track to the Duke side tracks.

(1) Crews required to work in this territory must obtain permission from the RF&P Train Dispatcher at Richmond specifying time and working limits. If the train or engine is not clear of track by the time specified, it must be protected in both directions as prescribed by Rule 99. When additional time is required, it must be authorized by the Dispatcher before expiration of previous time limit. Movements may be made in either direction without flag protection when authorized by the Dispatcher.

(2) The switch leading from the main track to the siding is equipped with an electric lock, housed in a weatherproof case, which is locked with an RF&P switch lock. The electric lock should automatically unlock when the locomotive or lead car occupies the rail within fifty feet of the facing points to the switch and the electric lock crank handle rotated counter-clockwise thirty degrees. When automatically unlocked in this manner the dial indicator inside the housing should display "unlocked." The crank can now be rotated counter-clockwise to full stroke of 150 degrees and the switch and derail can be operated as any regular hand throw switch.

(3) In the event the presence detector fails to release the electric lock, the following procedure should be used:

Rotate the crank counter-clockwise thirty degrees or until it stops, the indicator will indicate locked; after the expiration of five minutes the indicator will change to read "unlocked" and then the crank can be rotated counter-clockwise to complete the turn. The switch and derail can then be operated in the normal manner.

(4) If this fails, break emergency seal inside case, lift emergency release lever and with emergency lever lifted, rotate electric lock crank counter-clockwise a full 180 degrees and indicator should read "unlocked". The switch and derail can then be operated in the normal manner. When the emergency seal is broken, the RF&P Train Dispatcher **MUST BE NOTIFIED**:

(5) The derail must not be removed until the electric lock indicator indicates unlocked.

(6) If required to get in clear and close the switch and derail, permission must be obtained from the train dispatcher before again operating switches.

In such cases, the same procedure as used in presence detector failure should be followed to unlock and release the switch.

- (g) The switches at the north and south ends of No. 4 and No. 5 spot repair shop tracks. These switches are equipped with electric locks which are controlled from the spot repair shop. When it is necessary to obtain a release on these electric locks the yardmaster will be contacted and he will notify the spot repair shop foreman who will arrange to have the electric lock on these switches released.

6. DUAL CONTROL SWITCHES:

- (a) Dual control switches (switches that may be power operated or hand operated) are in service at the entrance to the northward receiving yard and the southward receiving yard. When this type switch is hand operated the lever must be restored to its normal position and the pin replaced in the latch.
- (b) When the dual controlled switches located at the Duckunder have been hand operated, the switch lever and the switch points must be restored to the position as found and the pin replaced in the latch.

7. RACOR SWITCHES:

Racor type switches are located at various points within Potomac Yard. This type switch is so designed that when run through it will reverse position without damage to the switch. Switch stands of Racor-type switches are painted yellow and are equipped with target lights displaying a green or yellow aspect.

- (a) In making a trailing movement through a Racor-type switch, it must be determined that the wheels of one entire car or locomotive has completed movement through the switch before a reverse movement is attempted.
- (b) During snow or sleet storms, Racor switches not lined for movement must be operated by hand prior to making a trailing movement through them.

8. CONVENTIONAL TYPE HAND OPERATED SWITCHES:

Switches of the conventional type that cannot be run through are painted black and are equipped with target lights which display a green aspect when switch is in normal position and a red aspect when in reverse position.

9. ALL HAND OPERATED SWITCHES:

Ladder tracks, running and thoroughfare tracks, at switches or through crossovers, must not be fouled until switches are properly set for the desired route, except at locations where Racor-type switches are installed. Trailing movements may be made over Racor switches, regardless of the position of the switch. In every case, it must be known that no conflicting movement is approaching before the switch is operated or the adjoining track is fouled. When conflicting movements are approaching a hand-operated switch, the movement for which the route is lined will have right over the conflicting movement.

- (a) The switch ball and lever of all switch stands controlling switches that are to be left lined in normal position when not in use are painted with white reflectorizing paint. All crews handling such switches will leave them lined in normal position, i. e., the route for which the switch target displays a green aspect.
- (b) Employees hand operating switches must see that points fit properly.

10. Switches, derails and gates equipped with standard switch padlocks must be returned to the normal protective position and locked when not in use.

11. All trains, yard movements and engines must move at yard speed, unless the track is known to be clear. Higher speed than yard speed is authorized where conditions of track ahead can be determined by signal indications in locations covered by Rule 15, in compliance with the provisions of Rule 14.

- (a) Definition of speeds :

Medium Speed — Not exceeding twenty-five (25) miles per hour.

Slow Speed — Not exceeding fifteen (15) miles per hour through cross-overs and turnouts, then proceed at authorized speed.

Restricted Speed — Not exceeding fifteen (15) miles per hour, prepared to stop short of train, obstruction or switch not properly lined and to look out for broken rail.

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

(b) Trains entering Potomac Yard will not exceed a speed of fifteen (15) miles per hour when any portion of train is moving over hand-operated or dual-control switches at entrance to respective receiving yards.

(c) Trains must not exceed ten (10) miles per hour passing through TV shed at "DK".

(d) Trains must not exceed a speed of twenty-five (25) miles per hour on northward freight running track from "AF" to "DK", when Signal 1050 displays a clear aspect.

(e) RF&P crews will disregard Cab Signal indication and be governed by way-side signals from "AF" to "DK".

12. Trains or engines finding any signal, affecting their move, displaying "Stop" indication, must immediately contact Yardmaster for instructions.

13. The following are designated freight running tracks:




Assigned Direction	Limits From	Limits To
(a) Southward	Connection with No. 3 Main track at "RO" Interlocking.	Duckunder.
(b) Southward	Crossover between northward and southward freight tracks south of Brad-dock Road.	Connection with main tracks at "AF" Interlocking.
(c) Northward	Connection with main tracks at "AF" Interlocking.	Crossover between northward and southward freight tracks south of Brad-dock Road.
(d) Northward	Junction of tracks 4, 5 and 6, one-half mile south of "RO" Interlocking.	Connection with No. 2 main track at "RO" Interlocking.

Note: Block rules of the Richmond, Fredericksburg and Potomac Railroad will apply at the locations designated as Sections (a), (b), and (c) of this rule.

14. FIXED SIGNALS AND THE MEANING OF THE VARIOUS ASPECTS.

(d) Rules Nos. 281, 282, 283, 285, 286, 287, 290, 292, 293(a), 293(c), and 293(d), of the Richmond, Fredericksburg and Potomac Railroad Company.

	281	INDICATION—Proceed. NAME: Clear.
	282	INDICATION—Proceed approaching next signal at medium speed. NAME: Approach-medium.
	283	INDICATION—Proceed; medium speed within interlocking limits. NAME: Medium-Clear.
	285	INDICATION—Proceed prepared to stop at next signal. Train exceeding medium speed must at once reduce to that speed. NAME: Approach.
	286	INDICATION—Proceed at medium speed prepared to stop at next signal. NAME: Medium-approach.
	287	INDICATION—Proceed at slow speed. NAME: Slow clear.
	290	INDICATION—Proceed at restricted speed. NAME: Restricting.
	292	INDICATION—Stop. NAME: Stop-signal.

<p>FLASHING RED </p>	<p>293A</p>	<p>INDICATION: Dragging equipment. NAME: Dragging equipment indicator.</p>
<p></p>	<p>293C</p>	<p>INDICATION: - Proceed. NAME: Proceed indicator.</p>
<p></p>	<p>293D</p>	<p>INDICATION: - STOP: NAME: STOP INDICATOR</p>

15. Interlocking rules of the Richmond, Fredericksburg and Potomac Railroad will apply at the following locations:

- (a) "RO" Interlocking.
- (b) North Alexandria Interlocking.
- (c) "AF" Interlocking.
- (d) Seminary Interlocking.

All these interlockings are controlled by RF&P Train Dispatcher at Richmond.

16. On freight running tracks where signals govern, movements may be made in either direction on signal indication.

17. Movements on freight running tracks must display markers, lighted at night, or reflectorized discs; or, if neither markers nor discs can be displayed, a red flag by day or a lighted red lantern at night on rear of rear car or on rear of engine if pushing cars, or if running without cars, to indicate the rear end of movement.

On all trains where the crews are relieved on the freight running tracks, markers will be displayed. The freight running tracks are designated in Rule 13. Flag protection will not be provided for the rear end of trains left standing on freight running tracks. Rule 11 of Potomac Yard Special Rules governs.

18. An electrically illuminated track designation and yard instruction indicator to convey information relative to yarding of southward freight trains in the southward receiving yard, is located on the west side of the southward freight running track at "RO". The top set of figures displayed will indicate the track on which the southward train will be received. The bottom set of figures will indicate the track on which the surplus cars will be placed.

**For Example: 06
08**

The track designation and yard instruction indicator displaying such an aspect will indicate to the southward train that the train will be received on No. 6 track, southward receiving yard, and that surplus cars will be placed on No. 8 track.

In the event a train is to be received on No. 1 running track or No. 2 running track, track designation indicator at "RO" will display aspect as outlined below:

**R R
01 or 02**

19. Five (5) indicators are located south of the Duckunder to govern southward movements into and northward movements out of Potomac Yard.

- (a) Indicator governing southward movement from the southward freight running track through the dual control switches leading to 1, 2, and 3 running tracks in the southbound receiving yard is located 912 feet south of the Duckunder on the west side of that track.

- (b) Indicator governing southward movement from No. 3 running track through the dual control switches at No. 49 switchbox is located 2,900 feet south of the Duckunder on the west side of that track.
- (c) Indicators governing northward movements from 1, 2, and 3 running tracks to the southward freight running track are located 1,400 feet south of the Duckunder on the east side of each of these tracks.

20. (a) Southward freight trains to be yarded on No. 1 or No. 2 running tracks will proceed directly into designated track at Duckunder on proper signal indication, and not exceeding yard speed (Rule 11).

(b) Southward freight trains to be yarded on tracks 3-6 will proceed on proper signal indication and not exceeding yard speed (Rule 11) via the southward freight running track and thence into the track designated by the track designation indicator at "RO", over the power-operated dual control switches.

(c) Southward freight trains to be yarded on tracks 7-13 will proceed on proper signal indication as outlined in paragraph (b) above, to the switch at the north end of No. 7, southward receiving yard track, and road crew will handle the switches by hand from that point.

21. Southward freight trains receiving instructions on the indicator at "RO" to set over will, subject to Rule 23, pull out on the ladder and head down the electric motor incline until stop signal is received. They will then stop, make cut, and set surplus cars into the track previously

designated. Hand brakes must be applied to both sections, as per Rule 33.

22. Southward trains receiving no instructions on the track designation and yard instruction indicator at "RO" will proceed via the southward freight running track to the Duckunder where a member of the crew will communicate with the southward hump yardmaster for instructions as to the yarding of the train.

23. Southward freight trains yarded in the southward receiving yard will not foul ladders at the hump end and the engine will not be uncoupled from the train, except on signal or specific instructions from the yardmaster or hump conductor on the southward hump, or as outlined below:

An electrically illuminated track designation indicator locates on the north side of the flood light tower, south and west of the Southbound hump yardmaster's office. Numbers displayed on this indicator will designate the track from which road engines are to move when receiving the proper proceed signal.

A proceed indicator governing movement from tracks 1 through 6 is located below the track designation indicator on the light tower south of the yardmaster's office. When illuminated this indicator will display two vertical lunar white lights and will authorize movement of road engines from the track designated by the number displayed on the track designation indicator.

A proceed indicator governing movement from tracks 7 through 13 is located on the hump signal mast on the east side of the apex of the southbound hump. When illuminated this indicator will display two vertical lunar white lights

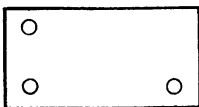
and will authorize movement of road engines from the track designated by the numbers displayed on the track designation indicator.

It must be determined that the train is properly yarded and that the rear end is in the clear on the north end before the engine is uncoupled. When engines are uncoupled they will proceed to the engine storage area as authorized above.

Engines moving from tracks 7 through 13, inclusive, **must** use the loop track for movement over the hump enroute to the engine storage area or when making a set-over unless otherwise instructed.

24. A set of visible signals is in service to assist road crews arriving in the southward receiving yard in doubling the head end of trains over when the track on which the train is being received is not long enough to accommodate the entire train.

These signals are located on both the north and south sides of the floodlight tower on the east side of the southward classification yard, just south of the vehicular crossing, and are visible from the hump, and after passing the floodlight tower can be seen by looking back toward the hump from the incline track or the southward thoroughfare track. The signals consist of three (3) lights mounted on a black background, as shown below:



A repeater signal, with lunar white lights, is mounted on the retaining wall adjacent to southward engine thoroughfare track and No. 39 track

in southward classification yard, 750 feet south of above signal, and is to assist enginemen of road crews making set-overs when view of above signal is obstructed.

A switch box with push buttons for manual control of these signals is located between tracks Nos. 6 and 7 at the south end of the southward receiving yard just south of the catenary pole at the clearance point of these tracks, and another switch box with push buttons is located on west side of ladder track in the vicinity of 1-6 switch.

The push buttons on both switch boxes are designated as follows:

- | | | |
|-------------|----------------|----------|
| (a) Off | (c) Back up | (e) Stop |
| (b) Proceed | (d) Take slack | |

Enginemen on trains being doubled over at the south end of the southward receiving yard will be governed by the following signal indications, which members of the train crew will display by operating the push buttons on either switch box outlined above.

1. Vertical lights—Proceed.
2. Horizontal lights—Stop.
3. Diagonal lights—Back Up.
4. All lights on—Give slack.

The signals may be controlled from either switch box. For example, the push button for a "Proceed" signal may be operated at one switch box, and the push button for a "Stop" signal may be operated at the same switch box or the other box.

25. Three (3) indicators are located south of Braddock Road to govern northward movement

into and southward movements out of Potomac Yard:

- (a) Indicator governing northward movements from the northward freight running track is located 330 feet south of Braddock Road on the east side of that track.
- (b) Indicator governing northward movements from the southward freight running track is located 330 feet south of Braddock Road on the east side of that track.
- (c) Indicator governing southward movements out of Potomac Yard on the southward freight running track is located on the west side of that track. This indicator will normally display a "STOP" aspect. A train or engine movement occupying a special track circuit extending 200 ft. northward from the indicator will cause the indicator to display a "PROCEED" aspect if the route is lined and there are no opposing movements. If the "PROCEED" aspect is not displayed after the circuit is occupied, Desk 223 should be notified.

26. (a) Northward freight trains must obtain instructions for yarding their train prior to passing the indicators at "DK". If instructions have not been received, a member of the crew must contact the northbound hump yardmaster for instructions through the use of existing communications systems.

(b) Trains receiving a stop indication on the indicators at "DK" after having received instructions relative to the yarding of their train, will immediately communicate with the northward hump yardmaster to ascertain the cause for being held.

27. Northward trains received in the northward receiving yard and having to pull past the clearance point at the hump end of the track to complete the yarding of the train will not pass the clearance point, except on specific instructions from the yardmaster or hump conductor on the northward hump.

28. (a) When northward freight trains arrive in the northward receiving yard, road crew must detach engine from train and guide same to hump in accordance with existing rules, lining switches necessary for the engine to proceed to tie-up points. Southern Railway crews must place their engines on designated track when not being immediately relieved by the hostler crew.

(b) Road engines proceeding to the hump after being detached from train must remain clear until permission to proceed is obtained from the yardmaster or hump conductor on the northward hump.

29. (a) When the road crew is to place its entire train in the northward receiving yard the flagman will be considered relieved when the caboose is in the clear at the south end of the northward receiving yard and instructions governing the application of hand brakes (Rule 33) have been complied with.

(b) When the head end of a northward train is pulled into the yard by a road crew and the rear portion of the train is left on either the northward or the southward freight running track to be pulled into the yard by a Potomac Yard crew, the road crew will be relieved of protecting against following movements on the same track as soon as the rear of the train has cleared "AF" Interlocking.

(c) All members of the road crew must be used as required in order to handle as expeditiously as possible the yarding of the head end of the train, as well as the disposition of the road locomotives.

30. All road power approaching either the northward or southward hump from the receiving yard must dim headlight.

31. (a) Crews yarding trains in either of the receiving yards must not leave train where it will foul an adjacent track or ladder at either end, unless instructed to do so.

(b) All movements entering the northward receiving yard will, as nearly as practicable, stop with rear car in cut just clear of ladder or adjacent track at south end.

32. All trains arriving in both the northward and southward receiving yards shall be left with air brakes applied by a service brake pipe reduction of twenty (20) pounds.

(a) In the event the air brakes have been applied from the rear, angle cock between locomotive and first car must be left open with locomotive coupled to train until brake system is charged and brakes released, at which time brakes will be applied by the service reduction of twenty (20) pounds.

33. Except as provided in paragraphs (a) and (b) below, crews on trains arriving in either of the receiving yards will, in order to make trains secure, apply hand brakes on the rear four (4) cars in train. These hand brakes are to be applied without the use of a brake club and must not be applied until brakes are set by air.

Exceptions :

(a) No hand brakes will be applied to trains yarded in Nos. 1 to 8 tracks, inclusive, northward receiving yard, when south car in such trains stands at or south of yellow marker boards located approximately 650 feet south of Monroe Avenue bridge. These yellow marker boards are 36 inches by 4 inches and are located between the running rails on tracks designated above.

(b) On Baltimore and Ohio trains arriving in the southward receiving yard, the train crew will set a sufficient number of hand brakes to properly secure the train. These hand brakes are to be applied without the use of a brake club and must not be applied until brakes are set by air. The train crew will be held accountable if the number of brakes set fail to properly secure the train.

34. Car inspectors in both receiving yards will leave the air hose coupled and air brakes applied on the rear four (4) cars of all trains.

35. Unless otherwise instructed by the yardmaster, all trains doubling over at the hump end of the receiving yards will have a member of the crew ride the cut of cars being doubled (south end on the northward hump and north end on the southward hump) to protect the move and apply hand brakes where required by Rule 33.

36. Crews on all trains upon arrival will deliver their waybills at the waybill station in the Consolidated Office Building, or prior to their arrival waybills will be delivered to Potomac Yard employees if called for when stop is made to split train or for other purposes.

37. When it is apparent that the hump on

which a train is yarded is not in operation, the road crew, in the absence of a yardmaster or hump conductor will, when the route is clear, complete the yarding of their train, uncouple the engine from the train, and proceed to tie-up point or engine storage track.

Rules 23, 27 and 28 are modified accordingly.

38. (a) All inbound RF&P engines should be left in track No. 1, No. 2, or No. 3 of the Relay Yard. Trainmen accompanying engines from receiving yard to the Relay Yard will proceed to Consolidated Office Building for relief after lining route from incline track to Relay Yard lead. When engines are obstructed from getting into No. 1, No. 2, or No. 3 track, in the Relay Yard, the engineer must notify Desk 223 or the northbound hump yardmaster.

(b) RF&P train control test will be made on the south unit as engines move south over test loop on Relay Yard lead between northward incline switch and Relay Yard.

(c) Outbound C&O train control test ramp and outbound RF&P train control test loop are located on southward thoroughfare track, south of switch leading from No. 5 track in the Relay Yard to the southward thoroughfare track.

39. Southern Railway road engines being handled light from northward freight running track or northward receiving yard to the southward forwarding yard, or Alexandria, must use the crossover south of Braddock Road when practicable. However, it will be necessary to obtain permission from the southbound hump yardmaster at No. 266 before using the crossover.

40. (a) When engine movements are made over crossing leading from pedestrian under-

pass to enginehouse, the locomotive bell must be sounded when approaching crossing and allow bell to continue to ring until movement is clear of crossing. When movements are made with cars over the aforementioned crossing, a trainman with the crew must provide the necessary protection.

(b) Locomotives parked on these tracks must be left at least ten (10) feet from either side of the walkway. Yellow markers have been painted on all rails of these tracks and engines must clear these marks when standing.

41. (a) Two (2) amber lights are located on a pole at the north end of the southward receiving yard in the vicinity of No. 249 switchbox, which lights, when illuminated, will indicate that no inbound movement has been lined, and crews may make moves through the limits of the power-operated, dual-controlled switches without obtaining permission, except for moves to "RO" via southward freight running track. When the two (2) amber lights are not illuminated it will indicate that a route has been lined for a southward movement and crews should immediately call the yardmaster at the southward hump for instructions, remaining clear of the limits of the power-operated, dual-control switches, unless otherwise instructed.

1. Movements to "RO" via the southward freight running track must stop at No. 249 switchbox and contact the south hump yardmaster for authority to make movement subject to signal indications between Duckunder and "RO" Interlocking.

2. This applies to movements of both road

and yard crews from both the northward advance yard and the southward receiving yard to the southward freight running track.

(b) Two (2) amber lights are located on the north side of the TV shed at the south end of the northward receiving yard, which lights, when illuminated, will indicate that no movement has been lined, and crews may make moves through the limits of power-operated dual-control switches without obtaining permission. When the two (2) amber lights are not illuminated it will indicate that a route has been lined for a northward movement and crews should immediately call the yardmaster on the north hump for instructions, remaining clear of the limits of the power-operated dual-control switches, unless otherwise instructed.

42. Southward trains to be operated from Potomac Yard via the northward freight running track must use the hand-operated crossover at "DK" between the southward forwarding yard and the northward receiving yard, north of Braddock Road, on instructions from the south hump yardmaster at No. 266, or Assistant to Trainmaster at Desk 223 Movements to "AF" on the northward freight running track must be made subject to signal indications. Crews using this crossover must be certain amber lights on TV shed are burning before operating switches to this crossover. The switches to this crossover are white handle switches and must be returned to normal position after the move has been completed.

43. An air horn which can be sounded from the Assistant Trainmaster's office at 223 is located near the north end of Nos. 4, 5, and 6 runner tracks, one-half mile south of "RO". When this horn is sounded a member of all crews in that vicinity will immediately call the Assistant Trainmaster at 223.

44. The following signals will be used to assist in making air brake test and dispatching northward trains:

(a) A system of visible signals consisting of white flasher lights are in place on catenary poles, east side of No. 6 running track, from the north end of No. 6 running track for a distance of 3600 feet southward. These lights operate simultaneously and are located from north to south, as follows:

On the third catenary pole north of and on the second catenary pole south of switch that leads from north end of assembly yard to No. 6 running track, then southward for approximately 2300 feet, the lights are located on every second catenary pole.

(b) The following code of signals will be used in connection with this rule:

One long and one short—Engineer apply brakes.

Two long and one short—Engineer release brakes.

Four short—Brake test completed.

Engine whistle—One short and one long: air brake trouble, leakage, etc.

(c) When necessary to use signals referred to above for more than one train, complete understanding must be had between all members of the crews involved.

(d) In cases where signals and information outlined above cannot be seen by engineer from his position in the cab, and if radio communication is not possible, the head brakeman will place himself in position to see the signals as given and will transmit them by means of appropriate hand or lamp signals to the engineer.

45. The northward freight running track must not be fouled by a departing train until the Penn Central Operator at "VU" Interlocking has established that the train will be accepted for movement on the Penn Central Railroad.

Northward trains departing from Potomac Yard on 4, 5, or 6 runner tracks must stop clear of the north end of these tracks until a member of the crew contacts the Operator at Virginia Avenue Interlocking for instructions.

When a road crew is in the process of doubling a train, if it is necessary to occupy the northward freight running track movement may foul the northward freight running track after complying with Rule 9 of the Potomac Yard Special Rules, when it is known that the northward freight running track will be cleared when the double has been completed. Under these circumstances it will not be necessary to contact the Operator at Virginia Avenue until the make-up is complete and the train is ready to depart.

Yard moves may be made on 4, 5 or 6 runner tracks and the northward freight running track

to the northward home signal at "RO" Interlocking on the authority of the northward hump yardmaster.

46. (a) Cars must not be left standing in the northward classification tracks at pull-out ends without being properly secured in the following manner:

1. Track skates will be used by Potomac Yard employees to prevent tracks from running out on each of the forty-nine (49) tracks in the northward classification yard. Road crews, when entering such tracks, will see that the skate is removed prior to moving beyond its point of application. If the cars in the track are on the skate, road crews, when coupling to their cars, will remove the skate from the track prior to pulling out. The skate, when removed, will be placed back between the rails for subsequent use by Potomac Yard employees, except as outlined in (3) below.
2. Road crews picking up cars off of lead tracks will find them protected by the application of a maximum of three (3) hand brakes. Road crews picking up cars off the north end of classification tracks 31 through 39, inclusive, will find them protected by the application of a maximum of five (5) hand brakes.
3. When it becomes necessary for a road crew to leave cars other than those that they are handling standing in a classification track in the northward classification yard, such cars will be protected by replacing the skate on the rail at its point of application.
4. When cars are left standing at the north end of lead tracks in the northward classifi-

cation yard, they must be protected by the application of three (3) hand brakes, instead of a skate.

5. In addition to the skate, cars in tracks 31 through 39 must also be secured with not less than two (2) hand brakes applied on the north cars classified into each track. When cars are moved beyond the skate location they must be secured by the application of not less than five (5) efficient hand brakes. If less than five (5) cars are left in the north end of these tracks, hand brake will be applied on all of them.
6. The location for placing the skates on the tracks in which inert retarders are installed in the northward classification yard is approximately six (6) feet north of the inert retarders and has been marked with yellow paint, and also sand has been provided for use on top of the rail ahead of the skate.
7. Road crews are prohibited from placing skates on tracks which they have cleared off in their movement out of the northward classification yard.

(b) Cars must not be left standing in the southward classification tracks at pull-out ends without being properly secured in the following manner:

1. Track skates will be used by Potomac Yard employees to prevent tracks from running out on each of the thirty-nine (39) tracks in the southward classification yard. Road crews when entering such tracks will see that the skate is removed prior to moving beyond its point of application. If the cars in the track are on the skate, road crews, when coupling to their cars, will remove the

skate from the track prior to pulling out. The skate, when removed, will be placed back between the rails for subsequent use by Potomac Yard employees, except as outlined in (3) below.

2. Road crews picking cars up off of lead tracks will find them protected by the application of a maximum of three (3) hand brakes.
3. When it becomes necessary for a road crew to leave cars other than those that they are handling standing in a classification track in the southward classification yard, such cars will be protected by replacing the skate on the rail at its point of application.
4. When road crews leave cars other than those that they are handling standing at the south end of lead tracks in the southward classification yard, they will be protected by the application of three (3) handbrakes instead of a skate.
5. The location for placing the skates on the tracks in the southward classification yard has been marked with yellow paint and also sand has been provided for use on top of the rail ahead of the skate.
6. Road crews are prohibited from placing skates on tracks which they have cleared off in their movement out of the southward classification yard.
47. Unless otherwise instructed, road conductors will ride the cabin car of their train departing from Potomac Yard.
48. Unless otherwise instructed, whenever it becomes necessary to handle a Penn Central elec-

tric motor, or motors, coupled with or without cars, with a yard crew and engine, all pantographs on the motor or motors must be down.

49. All electrical territory in Potomac Yard is considered low wire. Employees must not work on top of engines or closed cars in electrified territory, nor is it permissible for employees to get on top of loads on open top cars if in so doing they reach a point that is less than three (3) feet from the catenary wires. It is permissible, however, for an employee in any case to get up on the brake platform of a car to apply, release, inspect, or adjust the hand brake.

50. (a) Employees are warned of close overhead and side clearance at various points in Potomac Yard. They must not go on top of box cars, high loads or engines while movements are being made at points where overhead clearance is close, nor must they ride on the side of cars or engines at points where side clearance is close.

(b) Employees are prohibited from climbing upon the roof of cars and also from riding or walking on the roof of cars.

51. Engineers, and all other members of a crew, when riding engine must keep a constant lookout when necessary to observe hand, flag, and lamp signals, and indication of fixed signals.

52. When a sudden or severe application of the brakes takes place or an equipment failure occurs that may obstruct adjoining tracks, immediate action must be taken to protect any train or yard movement on adjacent tracks. (Attention of crews using either northward or southward freight running tracks is directed to the fact that they are

adjacent to passenger tracks). The Assistant to Trainmaster, Desk 223, should be notified immediately in order that he can assist in providing protection through the use of his radio systems.

53. Road crews instructed by radio to secure train from more than one track in the southward forwarding yard must not start the double-over until authorized by southbound hump yardmaster.

