

*Los Angeles Junction
Railway Company*



RULES
OPERATING DEPARTMENT

1980

LOS ANGELES JUNCTION RAILWAY

RULES OPERATING DEPARTMENT

Effective March 1, 1980

The rules herein set forth govern the Los Angeles Junction Railway, providing standards for the safety of employes and the public, for efficiency of operation, and the protection of the property of the Company and traffic it transports.

They take the place of all previous rules and instructions inconsistent therewith.

Special instructions may be issued by proper authority.

F. W. LEONARD
Superintendent

Approved:

KYLE HARRELL
Vice President and General Manager



GENERAL RULES

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

Company rules are designed for safety and must be obeyed.

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

B. Employees covered by these rules must be provided with a copy.

Employees must be provided with and obey the "Safety Rules", Form 2629 Special.

C. Employees must know and obey the rules and special instructions. If in doubt as to their meaning they must ask their supervisors for an explanation.

D. Employees must pass the required examinations.

E. Employees must do everything in their power to see that the rules and special instructions are followed by all, and they must promptly report violations to proper authority.

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

G. The use of alcoholic beverages, intoxicants, narcotics, marijuana or other controlled substances by employees subject to duty, or their possession or use while on duty or on Company property, is prohibited.

Employees must not report for duty under the influence of any alcoholic beverage, intoxicant, narcotic, marijuana or other controlled substance, or medication (whether or not prescribed by a doctor) that may in any way adversely affect their alertness, coordination, reaction, response or safety.

H. Employees on duty must be neat in appearance, orderly, courteous, and quiet.

I. In case of danger to the Company's property, employes must protect it and take every precaution to guard against loss and damage from any cause.

J. Employes must not be careless of the safety of themselves and others. They must remain alert and attentive and plan their work to avoid injury.

K. Employes must observe the condition of equipment and the tools used in performing their duties. Defective tools must be put in safe condition before they are used, and employes should report defective tools and equipment to the proper authority.

Equipment and tools must be returned to their proper place after use. A report must be made promptly of missing equipment or tools.

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

M. Smoking, dropping burning tobacco or lighted matches, or leaving cars with hot journals in the vicinity of an industry or at other locations where fire may result is prohibited.

N. Employes must not transport material, not a part of the regular equipment, on engines.

DEFINITIONS

Automatic Block System (ABS).—A series of consecutive blocks governed by block signals actuated by an engine or cars, or by certain conditions affecting the use of a block.

Block.—A length of track from one governing block signal to the next governing block signal in the direction of movement within block system limits.

Block Signal.—A fixed signal at the entrance of a block to govern engines entering and using that block.

Blue Flag or Blue Light.—A signal to indicate railroad employes are working on, under or about the engine, cars or equipment protected by the Blue signal.

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

Fixed Signal.—A signal of fixed location indicating a condition affecting the movement of an engine or cars.

Interlocking.—An arrangement of signals and signal appliances so interconnected that their movements must succeed each other in proper sequence. They may be operated manually or automatically.

Interlocking Limits.—The tracks between the opposing fixed signals of an interlocking.

Red Flag or Red Light.—A signal to indicate workmen are in, on, under or about the cars or equipment protected by the Red signals.

Speeds:

Restricted Speed.—A speed that will permit stopping within half the range of vision, but not exceeding 15 miles per hour.

Yard:

A system of auxiliary tracks used for the making of cuts, storing of cars, and other purposes, over which movements are made, subject to prescribed signals and rules or special instructions.

SIGNALS

1. Employes whose duties may require them to give signals must provide themselves with the proper appliances, keep them in good order and ready for immediate use.

2. Except as otherwise provided, flags of the prescribed color must be used by day and lights of the prescribed color by night.

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

Night signals must be displayed from sunset to sunrise.

4. Employes giving hand signals must position themselves so that the signals can be clearly seen and understood. Employes must keep a constant lookout for hand signals. The utmost care must be exercised to avoid taking signals that may be intended for other engines.

5. When obedience to signals on the part of engine-men is essential to the safety of an employe in the performance of his duty, he must know that the signals have been seen, understood, and obeyed before placing himself in a dangerous position.

6. When a signal is not clearly understood, or when the person giving the signal, or the light with which signal is given, disappears from view, the movement must be stopped immediately and sound signal 10(E).

7. Radio, telephone or other means of voice communication may be used in lieu of hand signals to convey information.

8. Hand and Lamp Signals

MANNER OF USING	INDICATION
(A) Swung across the track.	Stop.
(B) Slight horizontal movement at arm's length at right angles to the track.	Reduce speed.
(C) Raised and lowered vertically.	Proceed.
(D) Swung vertically in a circle at arm's length.	Back.
(E) Swung horizontally above the head, when standing.	Apply air brakes.
(F) Held at arm's length above the head, when standing.	Release air brakes.
(G) Any object waved violently by anyone on or near the track.	Stop.

BELL AND WHISTLE SIGNALS

9. Except where the momentary stop and start is a continuous switching movement, the engine bell must be rung when an engine is about to move, when approaching and passing public crossings at grade, when approaching private crossings at grade within shop or industrial areas, approaching and passing through tunnels, and as otherwise prescribed by rule or by law.

10. The whistle must be sounded at all places where required by rule or law, or to prevent accidents. The sound of the whistle signal should be distinct, with intensity and duration proportionate to the distance signal is to be conveyed. The unnecessary use of the whistle or bell is prohibited. In the event of a whistle failure, the bell must be rung continuously while train is enroute and every precaution taken to prevent an accident.





Where in these rules the term whistle is used, it includes either horn or whistle. The whistle signals prescribed below are illustrated by "o" for short sounds, and "—" for longer sounds:

SOUND

INDICATION

- (A) o Apply brakes. Stop.
- (B) — — Release brakes. Proceed.
- (C) o o Answer to any signal not otherwise provided for.
- (D) o o o When Standing — Back.
- (E) o o o o Call for Signals.
- (F) — — o —
 Approaching public crossings at grade, to be prolonged or repeated until crossing is occupied by engine or cars.
 This signal must also be sounded approaching tunnels, curves, and other obscure places; approaching an engine and cars standing on an adjacent track; approaching private crossings at grade within shop or industrial areas.
- (G) o — Inspect trainline for leak or for brakes sticking.
- (H) Succession of short sounds.
 To be used when an emergency exists, alarm for persons or livestock on the track. When this signal is heard by crews on other engines, movement must be stopped until it has been determined it is safe to proceed.

11. Block and Interlocking Signals.

COLOR ASPECT	NAME	INDICATION
	Clear	Proceed as prescribed by Rule 19
	Restricting	Proceed at restricted speed to Signal Limits Board or to Interlocking Limits
	Stop and Proceed	Stop, then proceed as prescribed by Rule 19
	Stop	Stop. Refer to Rule 31

YARD SIGNALS

12. Yard engines will display the headlight to the front and rear by night. In case of headlight failure at night, and repairs cannot be made promptly, a white light must be displayed on the leading end of engine.

The headlight may be dimmed or extinguished on the end coupled to cars.

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

When emergency repair work is to be done under or about cars or engine in a switch cut and blue signal is not available, the enginemen will be notified and protection must be given those engaged in making repairs.

Enginemen and entire crew must be notified when safety so demands.

14. Blue Flags and Lights

This Rule prescribes the requirements that must be followed for the protection of railroad workmen engaged in the inspection, testing, repair and servicing of rolling equipment whose activities require them to work on, under or between such equipment and subject them to the danger of personal injury posed by movement of this equipment.

DEFINITIONS

Blue Signal.—A clearly distinguishable blue flag or blue light by day and a blue light at night. When attached to the operating controls of a locomotive, it need not be lighted if the inside of the cab area of the locomotive is sufficiently lighted so as to make the blue signal clearly distinguishable.

Workmen.—Railroad employes assigned to inspect, test, repair or service railroad rolling equipment or their components, including brake systems. Yard crews are excluded except when assigned to perform such work on railroad rolling equipment that is not part of the yard movement they have been called to operate.

NOTE (1): Servicing does not include supplying locomotives with items such as ice, drinking water, tools, sanitary supplies or stationery.

NOTE (2): Testing does not include visual observations made by an employe positioned inside or alongside a locomotive.

Group of Workmen.—Two or more workmen of the same or different crafts assigned to work together as a unit under a common authority and who are in communication with each other while the work is being done.

Locomotive Servicing Track Area.—One or more tracks within an area in which the testing, servicing, repair, inspection or rebuilding of locomotives is under the exclusive control of mechanical department personnel.

Car Shop Repair Track Area.—One or more tracks within an area in which the testing, servicing, repair, inspection or rebuilding of railroad rolling equipment is under the exclusive control of mechanical department personnel.

Rolling Equipment.—Locomotives, railroad cars and one or more locomotives coupled to one or more cars.

Locomotive.—A self-propelled unit of equipment designed for moving other equipment in revenue service including a self-propelled unit designed to carry freight or passenger traffic, or both, and may consist of one or more units operated from a single control.

Switch Providing Access.—A switch which if traversed by rolling equipment could permit that rolling equipment to couple to the equipment being protected.

Effective Locking Device.—When used in relation to a manually operated switch or a derail means one which is:

- Vandal resistant;
- Tamper resistant; and
- Capable of being locked and unlocked only by the class, craft or group of employes for whom the protection is being provided.

BLUE SIGNAL DISPLAY

Blue Signals displayed in accordance with paragraphs A and B signify that workmen are on, under or between rolling equipment. When so displayed:

- The equipment must not be coupled to;
- The equipment must not be moved, except as provided for in paragraph B;
- Other rolling equipment must not be placed on the same track so as to reduce or block the view of a blue signal, except as provided for in paragraphs B(1)-(3); and
- Rolling equipment must not pass a displayed blue signal.

Blue Signals must be displayed in accordance with paragraphs A and B by each craft or group of workmen prior to their going on, under or between rolling equipment and must only be removed by the same craft or group that displayed them.

A. Workmen on Track Other Than Locomotive Servicing Track

When workmen are on, under or between rolling equipment on a track other than a locomotive servicing track:

- (1) A blue signal must be displayed at or near each manually operated switch providing access to that track;
- (2) Each manually operated switch providing access to the track on which the equipment is located must be lined against movement to that track and locked with an effective locking device;
- (3) If rolling equipment requiring blue signal protection as provided for in this rule is on a track equipped with one or more crossovers, both switches of each crossover must be lined against movement through the crossover toward that rolling equipment and the switch of each crossover that provides coupling access to the rolling equipment must be protected with an effective locking device;
- (4) If the rolling equipment to be protected includes one or more locomotives, a blue signal must also be attached to the controlling locomotive at a location where it is readily visible to the Engineman or Operator at the controls of that locomotive.

B. Alternate Methods of Protection

Instead of providing blue signal protection for workmen in accordance with paragraph A (Workmen on Track Other Than Locomotive Servicing Track), the following methods for blue signal protection may be used:

- (1) **Locomotive Servicing Track Areas.**—When workmen are on, under or between rolling equipment in a locomotive service track area:
 - (a) A blue signal must be displayed at or near each switch providing entrance to or departure from the area;

- (b) Each switch providing entrance to or departure from the area must be lined against movement to the area and locked with an effective locking device;
 - (c) A blue signal must be attached to each controlling locomotive at a location where it is readily visible to the Engineman or Operator at the controls of that locomotive;
 - (d) A locomotive may be moved onto a locomotive servicing area track after the blue signal has been removed from the entrance switch to the area. However, the locomotive must be stopped short of coupling to another locomotive;
 - (e) A locomotive may be moved off of a locomotive servicing area track after the blue signal has been removed from the controlling locomotive to be moved and from the area departure switch;
 - (f) If operated by an authorized employe under the direction of the person in charge of the workmen, a locomotive protected by blue signals may be repositioned within this area only after the blue signal has been removed from the locomotive to be repositioned and the workmen on the affected track have been notified of the movement;
 - (g) Blue signal protection removed for the movement of locomotives as provided in subparagraphs (d) and (e) of this paragraph must be restored immediately after the locomotive has cleared the switch.
- (2) **Car Shop Repair Track Areas.**—When workmen are on, under or between rolling equipment in a car shop repair track area:
- (a) A blue signal must be displayed at or near each switch providing entrance to or departure from the area;
 - (b) Each switch providing entrance to or departure from the area must be lined against movement to the area and locked with an effective locking device;

(c) If operated by an authorized employe under the direction of the person in charge of the workmen, a car mover may be used to reposition rolling equipment within this area after workmen on the affected track have been notified of the movement.

(3) **Tracks Other Than Locomotive Servicing Tracks.**—Except as provided in paragraphs B(1) and (2) when workmen are on, under or between rolling equipment on any track other than a locomotive servicing track:

(a) A derail capable of restricting access to that portion of the track on which such equipment is located, will fulfill the requirements of a manually operated switch when positioned no less than 150 feet from the end of such equipment;

(b) Each derail must be locked in a derailing position with an effective locking device and a blue signal must be displayed at each derail.

(4) **Emergency Repair Work.**—When emergency repair work is to be done on, under or between a locomotive or one or more cars coupled to a locomotive, and blue signals are not available, the Engineman or Operator at the controls of that locomotive must be notified and effective measures must be taken to protect the railroad employes making the repairs.

15. Red Flags and Lights

When a sign reading "EMPLOYES WORKING" (white lettering on red background) is displayed on a car, track, or between rails of track in approach to cars:

(a) Cars must not be coupled to or moved.

(b) Other cars must not be placed so as to obstruct view of the sign.

White light must be attached to sign by night.

Sign will be placed and removed only by authorized employes. Sign must be displayed to protect employes loading, unloading or working in or about cars, and may only be removed when it is known that all persons and

vehicles are in the clear, and aprons and loading platforms have been removed.

On other tracks, when necessary to disturb cars being loaded, unloaded, or serviced, notice must first be given to all persons in or about the cars to be moved, and it must be known that aprons, trucks, vehicles and any other equipment are clear.

When a sign reading "STOP — TANK CAR CONNECTED" (white lettering on blue background) is displayed on a track or car, the car or cars must not be coupled to or moved until it is known that connections have been detached.

When a sign reading "SERVICE CONNECTIONS" (black lettering on white background) is displayed on a car or engine, the car or engine must not be coupled to or moved until it is known that connections have been detached.

Any cars not released for movement must be returned to location at which found.

16. A signal improperly displayed, the absence of a fixed signal at a place where a signal is usually shown, or absence of a flag or sign where required, must be regarded as the most restrictive indication that can be given by that signal, except that when day indication, if any, is plainly seen, it will govern.

17. Fusees will be used in any manner which any particular emergency may demand.

Fusees must not be placed nor thrown where fire from same may endanger rolling stock, buildings, bridges, tunnels, or other property.

MOVEMENT OF ENGINES

18. Engine, yard and other employes whose duties so require, must familiarize themselves with current bulletins and special instructions when going on duty.

19. All tracks of the Los Angeles Junction Railway Company are within yard limits.

Within yard limits engines may use any track not protecting against other engines.

All movements within yard limits must be made at Restricted speed prepared to stop short of engine, obstruction or switch not properly lined.

20. Engines must approach railroad crossings at grade prepared to stop, unless the switches are properly lined, signals indicate proceed, and track is clear.

Where required by law, engines must stop.

21. At railroad crossings at grade, engines must stop within a distance of not less than 100 feet and not more than 800 feet before crossing any railroad at grade. Before starting to cross, Signal 10(F) shall be sounded.

When view in each direction on the other track is not clear for at least 800 feet, one of the crew must precede the engine and give signal from the crossing if safe to proceed.

22. Cars and engines must be fully protected against any known condition which interferes with their safety.

23. When a switch cut is parted, disabled or stopped suddenly by an emergency application of the air brakes or other cause, adjacent tracks as well as tracks of other railroads that are liable to be obstructed must at once be protected until it is ascertained they are safe and clear for the movement.

24. When cars are pushed by an engine, except when switching, a switchman must take a conspicuous position on the leading car and at night must display a white light.

Cars must not be pushed over a street, highway or railroad crossing at grade unless a member of the crew is on the leading car or on the ground ahead to see that the crossing is clear; cars shall be pushed over such crossing only on his signal, unless the movement is controlled by a tail hose or rear end valve at the forward end of the leading car.

When an engine is approaching a crossing and visibility is restricted by weather conditions, or view of approaching traffic is obscured by buildings or other obstructions, extra precaution should be taken to prevent accidents.

Cars must not be kicked into an industry track or over street or highway crossing. Cars must not be dropped under any condition.

25. Employes using switches must observe whether switch points fit properly after switch is lined.

26. Switches equipped with switch locks must be left locked. If a switch lock is missing or defective, it must be promptly reported to the proper authority.

27. Rigid switches must not be run through. If a rigid switch is run through, it is thereafter unsafe and must be protected. If an engine or a car is run partially through a switch, the entire movement must be continued. Switches damaged in this way must be spiked unless the section foreman takes charge.

28. Unless otherwise provided, derails must be set to derail and locked in that position, when equipped with locks, except when lined to permit movements.

29. Both the engine foreman and the engineer are responsible for the safety of yard movements and the observance of the rules, and, under conditions not provided for by the rules, must take every precaution for protection. This does not relieve other employes of their responsibility under the rules.

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

INTERLOCKING AND HIGHWAY OR STREET CROSSING SIGNALS

31. At manually operated interlockings, dwarf signals without approach signals thereto indicate "Stop" when red light displayed and "Proceed" when yellow light displayed. Engines may run to but not beyond a signal indicating "Stop". Employes will be governed by instructions posted in signal case at railroad crossings protected by manual interlockings. When the interlocking plant is out of order, crews will flag through providing full protection against conflicting movements.

32. Public Utilities Commission General Order No. 135 shall be observed in conducting operations on and across grade crossings. General Order No. 135 reads as follows:

1. **Train Movements** — except as provided in Paragraph 5, a public grade crossing which is blocked by a stopped train, other than a passenger train, must be opened within 10 minutes, unless no

vehicle or pedestrian is waiting at the crossing. Such a cleared crossing must be left open until it is known that the train is ready to depart. When recoupling such a train at the crossing, movement must be made promptly, consistent with safety.

2. **Switching Movements** — Switching over public grade crossings should be avoided whenever reasonably possible. If not reasonably possible, such crossings must be cleared frequently to allow a vehicle or pedestrian to pass and must not be occupied continuously for longer than 10 minutes unless no vehicle or pedestrian is waiting at the crossing.
3. **Grade Crossing Protection Circuits** — Cars or locomotives must not be left standing nor switches left open within the controlling circuits of automatic gate protection devices unless time-out features are provided to allow the gate arms to rise.
4. There are no time restrictions for crossing occupancy for a moving train continuing in the same direction.
5. These time limit provisions shall not apply to any blocking resulting from compliance with State and Federal laws and regulations, terrain and physical conditions, adverse weather conditions, conditions rendering the roadbed or track structure unsafe, mechanical failures, train accidents, or other occurrences over which the railroad has no control, except that such crossing shall be cleared with reasonable dispatch.
6. In the event of any uncontrolled blockage involving more than one grade crossing and a peace officer is on the scene, primary consideration shall be given to the clearing of that crossing which, in the peace officer's judgment, will result in the minimum delay to vehicular traffic.
7. A crew member of a train blocking a public crossing shall immediately take all reasonable steps, consistent with the safe operation of such train, to clear the crossing upon receiving information from a peace officer, member of any fire department, as defined in Section 2801 of the Vehicle Code, or operator of an emergency vehicle, as defined in Section 165 of the Vehicle

Code, that emergency circumstances require the clearing of the crossing.”

33. When opening a crossing for traffic, the entire width should be cleared if possible. When closing a crossing, a member of the crew must warn traffic to prevent accident on track being used or tracks adjacent thereto.

Cars should be left at least one hundred feet from a crossing when conditions will permit to avoid restricting the view of the public to approaching cars or cuts of cars.

Employes will warn highway traffic in event there is danger from any approaching movement on any track, so far as their duties will permit.

Engines or cars must not be left standing longer than necessary on tracks within operating limits of flasher light signals or other automatic warning devices at public crossings. Reverse movement, after passing over such crossings, must not be made until the movement is protected.

34(A). At street and highway crossings protected by automatic crossing signals or gates, the warning signal is stopped when an engine or car is stopped or delayed on certain portion of the approach control section. The warning signal is also stopped when an engine or car has moved over and cleared the crossing. Crossing must not be again occupied after making such stop or being delayed until it is seen that warning devices are operating and gates are down where gates are provided. A reverse movement, after passing over such crossings, must not be made until the movement is protected.

34(B). At street crossings protected by automatic crossing signals that have short track circuit limits, speed must be governed or a safety stop must be made to allow the crossing signals to operate for 20 seconds before proceeding into the crossing.

35. Employes must be on lookout for any street or highway crossing signal not working properly and must make prompt report of such signal to the proper authority.

When a signal at any thoroughfare is observed not working, engine must come to a stop and member or members of the crew protect traffic, remaining there while crossing is blocked.

ADDITIONAL GENERAL RULES

36. The general manager will issue rules, regulations and requirements governing medical examinations for entrance to service, promotion, periodic, special and other types of medical investigations requested by proper authority.

Applicants for employment, or employes to be re-examined, must furnish the examiner with an order for examination, or re-examination, properly filled out, signed by the applicant or employe and by the proper officer.

Medical examinations must be made by physicians designated by the general manager.

Medical examinations may be ordered at any time by proper authority.

An employe being promoted must pass the examination required for the new position.

37. Employes who have been off duty by reason of accident or disease, or whose sight, color sense, hearing or health may have become affected, must pass a satisfactory examination before resuming duty.

38. Employes whose distance vision requires the use of glasses must wear properly fitted spectacles while on duty. When glasses are necessary for reading only, properly fitted reading spectacles must be in possession of employe while on duty. When glasses are necessary for both distance and near vision, one pair each of properly fitted distance and near vision spectacles, or one pair of properly fitted bifocal spectacles are required.

39. Employes must obey instructions from the proper authority in matters pertaining to their respective branches of the service. They must not withhold information, or fail to give all the facts, regarding irregularities, accidents, personal injuries or rule violations.

40. Employes must report for duty as required and those subject to call for duty will be at their usual calling place, or leave information as to where they may be located. They must not absent themselves from duty, exchange duties or substitute other persons in their places without proper authority.

41. Employes must not be negligent, indifferent to duty, insubordinate or quarrelsome.

42. Employes must not be dishonest, immoral or vicious. They must conduct themselves in a manner that will not bring discredit on their fellow employes or subject the railroad to criticism or loss of good will.

43. Courteous deportment is required of all employes in their dealings with the public, their subordinates and each other.

Employes must not enter into altercations, play practical jokes, scuffle or wrestle on Company property. Employes must devote themselves exclusively to their duties while on duty.

44. Gambling, playing games, reading newspapers, books or use of televisions and radios (other than those provided by the Company), while on duty, are prohibited.

45. In the absence of special contract, the employment of any employe may be terminated at any time without advance notice, the Company being liable for only such time as the employe may have served, without regard to the end of the year, month or week.

46. Firearms will not be carried by employes unless authorized.

47. Employes must not give power of attorney or assignment covering their wages, nor accept an assignment or power of attorney from other employes for the collection of their wages.

They must not authorize deductions from their wages without approval of the Company; refuse to pay their just debts, or subject their wages to garnishment.

48. The Company's radio and telephone facilities must not be used for the transmission of personal messages of employes.

49. The affairs of the Company must not be divulged, nor access to the Company's records permitted without proper authority.

50. Employes whose duties are connected with the movement of engines must not, while on duty, read

magazines, newspapers or other literature not concerned with their duties.

51. Employes must not engage in outside employment or business without permission of the proper officer.

52. Employes must keep the premises subject to their control neat and clean.

The Company's buildings, premises, facilities and equipment must not be marred or defaced, and there shall be posted thereon, or therein, only such information as is authorized by the proper officers. Where bulletin boards are supplied, all such authorized information shall be posted thereon and not on the walls or other portions of buildings.

Additions or alterations to Company buildings or equipment must not be made without proper authority.

53. There are overhead and side obstructions, also high voltage wires on or near the right of way which may be dangerous.

Employes must inform themselves as to location of such obstructions and wires, and use due care to avoid injury therefrom.

A list of obstructions that are considered especially dangerous will be shown on bulletin board.

54. No officer or employe of this Company is authorized to request or require an employe to use defective tracks, cars, machinery, tools or appliances of any kind.

The Company does not require its employes to incur risks, and directs them to exercise proper care and judgment to protect themselves.

55. Employes must stay a safe distance from the track while engines or switch cuts are passing, to avoid injury from protruding objects or articles thrown or falling from engines or cars.

56. Employes whose duties require them to conform with instructions issued by various departments, must familiarize themselves therewith and be governed thereby.

They must render promptly all reports required by the several departments, observing instructions shown on forms.

57. It is expected that yard operations will be carried out as promptly as possible consistent with safety and observance of the rules.

Negligence and unnecessary delays must be avoided.

58. Employes whose legal hours of service are restricted by law must take action through the proper officer to avoid excess periods of service.

59. Employes must exercise care and economy in the use of railroad property, and when leaving the service, or upon demand by proper authority must return property entrusted to their care.

Employes must not appropriate railroad property for their personal use.

60. Employes report to and receive their instructions from the Superintendent or his designated representative and obey instructions of yardmasters.

61. Engine foreman is responsible for the strict performance of duty of all members of his crew. He must require the safe management of the engine and report to the Superintendent any misconduct, insubordination or neglect on the part of others whose duties require their cooperation.

62. At starting points employes must report for duty and be prepared to depart in accordance with instructions. Engine foreman must personally call at Yardmaster's office for instructions when going on duty.

63. Engine foremen will instruct their helpers as to their duties. They must also instruct them where to station themselves while switch cut is in motion.

64. When practicable, a switchman must be stationed on rear car when switch cut is in motion.

65. Switchmen must inspect their switch cuts frequently while in motion, for defects.

They must observe other switch cuts being met or passed and call attention to anything that might endanger the movement, giving stop signals if necessary.

66. Employes must take proper measures to thoroughly protect themselves when working under or between cars.

67. During heavy fog, snow, dust storms or other conditions which impair vision and when signal aspects are not readily discernible, it shall be the duty of enginemen and engine foremen to regulate the speed of their engine sufficiently to insure safety, and under these conditions whistle must be frequently sounded. Extra precautions for proper protection must be taken.

68. The attention of enginemen must be called to any rough handling of equipment at the first opportunity. Prompt report must be made to the proper authority.

69. Engine foreman must record on work report the date and details of any important occurrence.

70. Employes performing switching must do so efficiently and in a manner which will avoid personal injury, or damage to contents of cars, equipment, structures or other property.

71. It is dangerous to expose the feet, hands, arms or person of those engaged in coupling cars. Employes will be expected to use the utmost care in coupling or uncoupling cars or engines, to guard against personal injury.

72. Employes are prohibited from stepping upon or alighting from a footboard of a moving engine, from or to a position between the rails, and are also prohibited from stepping upon the leading footboard of an approaching engine from any position.

They must not get on or off an engine or car moving at an excessive rate of speed.

The presence of more than two men on the leading footboard of an engine, one on each side of the coupler, is prohibited.

Except in switching, employes must not ride between engine and cars, and must never do so while couplings are being made between engine and cars.

Employes must face the equipment when descending ladders on cars or steps on engines, and must observe if footway is clear.

Employes must not ride front footboard of an engine while passing over street, highway or other crossings.

73(A). Employes are prohibited from crossing from one rail car to another or occupying the roof of a freight car.

73(B). Passage to or from hood type units or cab ends of carbody type units must be made only after engine has been stopped unless equipped with collapsible end platforms properly positioned.

The collapsible end platforms on each end of an engine must be locked up and safety chain applied.

74. When releasing hand brakes on cars an employe must be braced and have a firm handhold; feet must not be placed on any movable part of the car, particularly the sliding sill. Hand brake on end of car must not be released while standing on the ground.

When it is necessary to climb through between standing coupled freight cars, an employe must not place any part of the body between coupler horn and end sill of car, regardless of whether car is equipped with standard draft gear, sliding sill or end-of-car cushioning device.

75. Cushion underframe cars and cars 70 feet long or longer, must not be left standing on curved track, when possible to avoid it, but must be left on straight track to permit coupling. When coupling is being made with such cars, particular attention must be given to prevent couplers from passing.

76. Extreme dimension loads should be placed on or near head end of cuts of cars moving to yard.

Special instructions will be issued when extreme dimension loads are to be handled when clearance of structures is extremely close. Movement must stop before passing such structures and movement thereby made only on hand signals or verbal communication.

77. If an extreme dimension load is in any movement where the clearance at any structure is questionable and no special instructions have been issued regarding handling such car, Engine Foreman will immediately notify the Yardmaster and take necessary action to insure safety of movement.

78. In switching cars the following must be observed:

- (a) Warn persons in, on or about cars before coupling

to or moving them to avoid personal injury or damage to equipment or lading.

(b) When engines may be working at both ends of a track or tracks, movement must be made carefully and an understanding had to avoid injuries or damage.

(c) Cars must not be shoved without first taking proper safeguards to avoid accident. Slack must be stretched to test couplings.

(d) Cars must not be permitted to couple at a speed in excess of four miles per hour.

(e) Cars containing livestock must not be kicked when avoidable.

(f) Warning and commodity cards must be observed and their instructions complied with.

(g) Crews must close and lock all gates at each industry when switching is completed.

(h) Cars must not be stopped or retarded through use of blocks or chocks.

(i) Employes must control or stop their switch cut by hand brakes when necessary.

79. It must be known that engines or cars standing on tracks are clear of other tracks and that nothing protrudes therefrom. They must be left clear of lead or adjacent tracks.

Inspect cars picked up and know that they are in condition to be handled.

80. Unauthorized persons must not be permitted to be on or about cars or switch cuts.

81. Employes must exercise watchfulness to prevent cars from being broken open and the contents thereof stolen or damaged.

82. Hand brakes must be released and brake chains free on cars before movement, and on cars added to cut unroute.

If hand brake cannot be released, the brake pipe should be charged and air brakes set, which should allow hand brakes to be released.

83. When it is noted that wheels are sliding, stop must be made immediately and brakes released.

84. The doors of empty refrigerator cars and cars equipped with plug type doors will be closed and fastened before being moved to prevent damage or personal injury.

ENGINEMEN

101. They shall in all matters report to the Superintendent or his designated representative or to Yardmaster.

Firemen, when on duty, are under the direction of the engineer.

102. They shall not permit persons to ride on engine, other than authorized employes in the discharge of their duties, without written order from the proper authority.

103. At initial point, they must be prepared to depart in accordance with instructions.

104. Before moving an engine it must be known that all hand brakes are released and brake chains are free.

105. They are under direction of the engine foreman as regards the movements, but will not obey any instructions which may endanger the safety of the movement or require violation of rules.

106. Should the engineman become incapacitated, any other available crew member must, if necessary, stop the engine, and report the facts to the engine foreman.

107. Members of crew on engine must look back frequently and especially while rounding curves to detect any defect in their cut, and for signals, and must instantly give engineman notice of any obstruction or signal they may perceive.

108. Other members of the crew must not operate an engine in the absence of the engineman, unless directed to do so by an official in authority, and then only in case of special emergency.

109. The utmost care must be used to prevent the striking of persons, animals or vehicles. When an engine or cut of cars strikes any object that may cause damage,

stop must be made immediately for inspection. When stock or dead animals are found on the right of way, yardmaster should be notified, if possible. Dead or crippled animals must be removed from the track. The striking of persons, animals or vehicles or the observance of stock on right of way should be reported to the yardmaster.

110. Enginemen will, in rounding curves where the view is obscured, and also at frequent intervals during heavy storms and fogs, sound the whistle, using the signals prescribed in Rule 10(F).

111. They must not leave their engine while on duty, except in case of necessity, or when relieved by a responsible employe.

When an engine is left unattended, hand brakes must be applied, throttle in idle position, reverse lever placed in neutral position and removed from control stand if engine is equipped with detachable reverse lever. This should be done while control switch is closed.

When conditions warrant, other precautions should be taken to prevent engine moving, blocking wheels if necessary.

112. Enginemen will report any defect of the engine on form provided for that purpose.

YARDMASTER

113. Yardmasters are under the direction of Superintendent. They are responsible for the efficient and economical operation of yards and the prompt movement of cars. They have supervision over all engines, and employes in yards.

AIR BRAKE RULES

201. Unless otherwise specified, engine brake pipe pressure will be set as follows:

Switch engines 80 pounds

202. Cuts of cars to be moved direct without intervening stop (i.e., no stop to be made for a pickup, set-out, or other switching in between), between Vernon area, Long Laguna, Short Laguna area, and "A" or "B" Yards, must have air hose coupled between all cars and after the brake system is charged to within 15 pounds of the feed valve setting on the engine, a 20 pound service brake pipe reduction must be made to determine that the brakes are applied on each car before releasing and proceeding.

In addition to the foregoing requirements covering the use of air brakes, air brakes may be used when authorized by Yardmaster on five to ten cars, as deemed necessary, for additional braking power.

The use of air brakes in cuts of cars is not necessary after cut has arrived in any outlying area districts and cut is being broken up or delivered to industries; air is not required until cut is assembled in any of these areas for return movement to "A" or "B" Yards.

203. Foreman when about to couple air on a cut of cars should instruct the engineman that they are about to couple air and that he is not to move until it is completed.

If coupling air in the C or B Yards where switching is done from both ends, foreman of the crew coupling air should notify the other crew switching cars what they are doing and instruct him not to switch cars against the track.

In the B Yard foremen should use all precautions necessary to insure safety. They should notify the Yardmaster that they are about to couple cars on certain track or tracks and he, in turn, will see that cars are not switched in to that track.

204. In A Yard switch locks have been chained to switch stands on tracks No. 2, 3 and 4.

These switches — A Yard tracks No. 2, 3 and 4 — will be locked only when air is being coupled or to be coupled on a cut of cars on such tracks. Missing lock or bad order lock must be reported to the yardmaster immediately.

When it is necessary to couple air hoses on a cut of cars in A Yard with engine on west end of cut, the switch on east end of track being used will be lined and locked for the lead track by a member of the crew who is to perform the coupling operation. The switch will remain locked until the coupling of air is completed.

Any crew other than the one who is coupling air who finds any of these tracks in A Yard with the switch locked will contact the Yardmaster before unlocking and switching any cars into that track.

Yardmaster, before permitting any other crew to switch cars into a track on which the coupling of air is being or has been performed, will ascertain that the coupling operation has been completed and the crew who performed the air coupling service has left the yard.

205. When rear end valve is used to control backward movement of a cut, switchman will, within 500 feet after such movement has started, make a sufficient reduction of air to insure that the brakes are operative. The handle of the engineman's brake valve should be kept in running position.

If the reduction is not noted by the engineman within this distance, he must stop the movement and ascertain the cause.

206. Cars must be left with sufficient hand brakes set to prevent movement.

PERSONAL INJURIES AND ACCIDENTS

301. When employes are injured, everything possible must be done for their proper care. When the service of a doctor is required preference should be given to a Company doctor.

302. In case of death on Company property, or when a corpse is found on Company property, the body must receive proper care and when necessary, be moved to a proper place to provide a clear passage for movements, after exact position in which it was found and surrounding conditions have been carefully noted, and must be left in charge of an employe or other responsible person until coroner or undertaker arrives.

In all cases, the proper public officer must be notified promptly and a report must be made to the Superintendent.

303. When trespassers are injured or killed, they should be left with relatives or placed in charge of county or city authorities.

304. In every case of accident to persons whether by being struck by or falling from engine or switch cut or in any other manner caused by yard operations, and in every case of injury to employe whether in yard service or other department, a full and complete report should be made on proper form by every employe present, no matter whether he considers his statement of importance or not, answering every question fully, if possible. Report should be procured whenever possible, from injured parties being careful to have injured persons answer all questions fully. Employes injured while on duty must give their immediate superior officer prompt verbal notice of injury, stating time, place and cause thereof, furnishing Form L.A.J. 9-70 in triplicate, as soon as possible thereafter.

305. To properly protect the Company's interests, it is important that every effort be made to procure the names and addresses of all persons whether employes or others, who are witnesses to any and all accidents and injuries.

306. When persons are injured in any way in which the accident 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 and names of persons making the inspection.

This inspection must be made before the car or engine leaves the place where accident occurred, and afterwards by car inspector who will furnish report of inspection to Superintendent.

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.

307. Information concerning accidents or personal injuries occurring to persons who are not employes must be given only to authorized representatives of the Company or an officer of the law.

Information as to the facts incident to the injury or death of an employe may be furnished voluntarily to a person in interest, such as the injured employe, or an immediate relative of the injured or deceased employe, or an officer of the law.

Information contained in the files or in other privileged or confidential reports of the Company concerning accidents or personal injuries must not be divulged, except to an authorized representative of the Company.

RADIO RULES

401. The radio must be used only in connection with railroad business and in compliance with the operating rules.

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

402. Only employes specifically authorized to do so by the Railroad are permitted to make any internal adjustments to a railroad radio.

Upon reasonable request, employes must permit inspection of the radio equipment in their charge, by a duly accredited representative of the Federal Communications Commission.

403. An emergency transmission must be preceded by the word "Emergency" repeated three times. Such transmissions must be used to cover initial reports of derailments, collisions, storms, washouts, fires, obstructions to track or other matters which would cause serious delay to traffic, damage to property, injury to employes or the traveling public, and contain complete information thereon as possible. All employes must give absolute priority to emergency transmissions from another station, and, except in answering or aiding a station during an emergency, must refrain from any transmission until there is assurance that no interference will result to the station initiating emergency transmissions.

404. The locations of radio base and wayside stations, time such stations are attended, and assigned channels will be designated by Bulletin.

When radios are attended, they must be turned on to the appropriate channel with volume adjusted to receive communications.

405. Before transmitting, an employe must listen to insure that the channel is not already in use.

An employe transmitting or acknowledging a radio transmission must begin with positive identification which must include the following in the order listed:

A. Base or wayside stations.

1. Name or initials of the railroad.
2. Name or other unique designation of office or station.
3. Location.

B. Mobile Units.

1. Name or initials of the railroad.
2. Train or engine number, or words that identify the precise mobile unit.

In all yard operations, after initial positive identification is established, short identification may be used.

If an exchange of communication continues without substantial interruption, identification must be given each 15 minutes.

406. Radio calls must be promptly acknowledged; acknowledgement may be delayed if it would interfere with immediate duties relating to safety.

407. A transmission directed to a station or mobile unit must be repeated to the transmitting party by employe attending that station or mobile unit, except when the communication relates only to yard switching instructions, or is general in nature and does not contain any information, instructions, or advice which could affect the safety of a railroad operation.

408. To indicate that a transmission is ended and that a response is expected, the transmitting employe must say "over". To indicate that a transmission is ended and that no response is expected, the transmitting employe must state his identification and say "out".

409. During each tour of duty, enginemen and foremen are responsible for verifying that engine radios are working.

Radio test must consist of an exchange of voice communication, determining quality and readability of transmission.

A malfunctioning radio must not be used, and each crew member, Yardmaster and Superintendent must be so notified as soon as practicable.

410. Except between members of the same crew, no information may be given by radio to another crew about the aspect of a fixed signal.

411. The use of citizen band radios for railroad operating purposes is prohibited.

412. When radio communication is used in connection with switching, backing or shoving engine or cars, specific instructions must be given prior to the movement. When backing or shoving engine or cars, the distance of the movement must be specified, and movement must stop in half the specified distance unless additional instructions are received. The instructions must be understood or movement must not be started or continued.

413. If necessary to transmit important information and sending station is unable to secure response, the information should be transmitted regardless; if no acknowledgement is received, necessary action must be taken based on the belief that the information was not received.

414. When a yard crew, gang, machine or track car is required to clear for, and report that fact to another crew the word "clear" must not be used in radio communication until after the yard crew, gang, machine or track car is actually clear of the track affected.

415. The Railroad Company is required to answer an official notice of violation of the terms of the Communications Act of 1934, as amended, within ten days from receipt of notice, and any employe receiving inquiry concerning any violation shall answer such inquiry within 48 hours after receipt of notice.



LOS ANGELES JUNCTION RAILWAY COMPANY

Date, 19

Acknowledging receipt of book of Rules Operating Department Form TL-209, effective March 1, 1980.

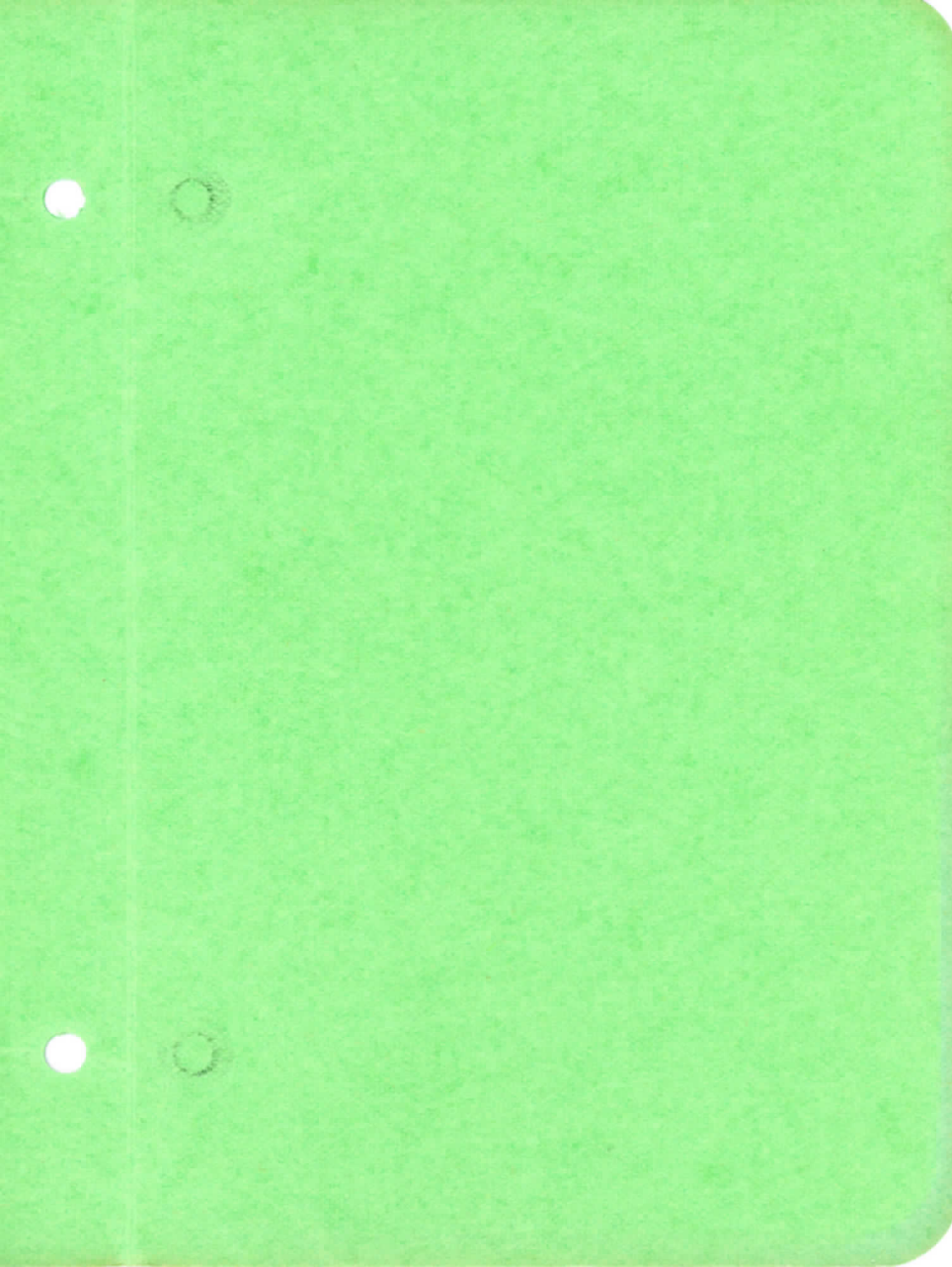
I understand that I am required to read and have thorough knowledge of and comply with these rules.

I understand that these rules supersede all previous safety rules and instructions inconsistent therewith.

Name

SSA No.

Occupation



*A Little
Safety
Is Good
For Life*