Operating Rules

Effective October 1, 2007

Stock Control Number
480-9000186-3

Operating Rules

Notice

These rules:

- ***Are effective October 1, 2007.***
- Govern conditions and actions on railroads operated by CSX in the United States.
- Supersede all previous rules, as well as all other rules and instructions that may be inconsistent with them.
- Are dedicated to the men and women of CSX, to help us work as a team to provide our customers with the safest, most cost-effective and environmentally responsible rail transportation services in the industry.

In order to achieve our goal of being the best and meeting our customers requirements, we are committed to continuous improvement in safety, reliability and responsibility by serving our customers always in the spirit of doing the right things right the first time.

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Appendix A

General Rules

A. Employees must know and obey rules and special instructions that relate to their duties. When in doubt as to the meaning and application of any rule or instruction, employees must ask their supervising officer for clarification.

A-1. Employees whose assignments require them to enter or use controlled tracks and whose duties are prescribed by these rules and timetable special instructions must carry their own copy of each as it relates to their tour of duty.

Before starting a tour of duty, employees must read, understand, and carry their own copy of the system and general bulletin(s) that effect their tour of duty.

Employees who have not worked a tour of duty within the current quarter must familiarize themselves with system and general bulletins issued during their absence.

Employees assigned to yard service whose assignment will not require them to enter or use controlled tracks will not be required to carry their rule books, or timetable, or system and general bulletin(s) with them while in such service, but must understand their contents and have them available for inspection when on duty.

A-2. All rules and instructions apply equally to men and women. All words of gender used in the rules and instructions mean both genders.

When applicable, the term:

Conductor: includes road conductor, yard conductor, remote control foreman, remote control operator, and yard foreman.

Engineer: includes engineers, engineer pilots.

Trainman: includes conductor, road brakeman, yard brakeman, yard helper, switchman, and switchtender.

Flagman: Any employee required to provide warning or flagging protection.

A-3. When the terms train or engine are used in these rules, special instruction, dispatcher messages, or Form EC-1 instructions they may be interpreted as being equal in meaning, whichever is applicable in the context of the rule.

A-4. Certain rules designate the conductor or engineer as the employee to obtain permission or authority. For these rules, any member of the train crew who is promoted conductor or engineer may obtain such permission or authority. This applies only when they are instructed to do so by the conductor or engineer.

B. When rules and special instructions conflict the following will govern.

1. Special instructions in the timetable supercede any rule with which such special instructions may conflict.

2. System bulletins, general bulletins and information in the CSX Procedures Instructional Manual supersede special instructions in the timetable and any rule with which they may conflict.

3. Dispatcher messages supersede any rule and special instructions with which they may conflict.

4. Form EC-1 instructions supersede any rule, special instruction or dispatcher message with which they may conflict.

C. Employees must pass the required examinations.

Employees must notify the office of the division manager if they have not had the prescribed operating rules class. This must be done no later than July 1 of each year for class prescribed in that year.

C-1. Employees controlling or subject to controlling a locomotive are subject to the requirements of the Federal Railroad Administration regarding qualification and certification of locomotive engineers (Part 240 of Title 49 of the Code of Federal Regulations).

D. Sleeping While On Duty

Employees must not sleep while on duty, except as outlined under Operating Rule D-1. An employee lying down or in a reclining position with eyes closed, covered, or concealed will be considered to be sleeping.

D-1. Napping

C&E employees may nap provided the following conditions are complied with. The word nap means to sleep for a period of time not exceeding forty-five (45) minutes, which includes the time necessary to fall asleep.

Under no circumstance will an employee on a moving train be permitted to nap.

A train will not be delayed to take a nap.

1. **Train crews will be permitted to nap, except when the employees are:**

a. In a situation where the personal safety of the employees, or the safety of the train or the public could be jeopardized.

b. In passenger or commuter service.

c. In yard service.

d. Handling special automotive trains for shutdown.

e. Working a single-man crew assignment, including a utility employee that is assigned to a crew.

2. **Napping While En Route**

When a train is stopped en route one employee may nap, provided napping is not prohibited by Paragraph A, above, and the following conditions are met:

a. Conduct a job briefing and determine which employee will nap and which employee(s) will stay awake.

b. Condition the train's air brakes as prescribed by rule or special instructions.

c. The employee designated to stay awake will remain in the locomotive cab and wake the napping employee(s) when the delay to the train ends or after forty-five minutes, whichever occurs first. Except when inspecting passing trains.

3. **Napping Awaiting Train Arrival or Completion**

When a crew is waiting for the arrival of their train or awaiting for their train to be completed at their initial terminal, the employees may nap, provided napping is not prohibited by Paragraph A, above, and the following conditions are met:

The employees have completed all duties required of them to this point, such as: securing and reviewing dispatcher bulletins, system and general bulletins, train documentation, and other paperwork; and, if possible, inspecting the locomotive consist.

Unless arrangements have been made with an authorized third party to wake the employees, conduct a job briefing and determine which employee(s) will nap and which employee will stay awake.

The crewmember designated to stay awake must wake the other crew member(s) when the delay ends or after forty-five (45) minutes, whichever occurs first.

4. **Proceeding After Delay Ends**

When a delay ends during which an employee or employees napped, the following conditions must be complied with. Crewmembers must:

a. Review their dispatcher bulletin and confirm their mutual understanding of the dispatcher bulletin's contents.

b. Review any EC-1 instructions, and DTC block form in effect and confirm their mutual understanding of the requirements of those documents.

c. Conduct a job briefing.

F. The following conditions must be reported promptly and by the quickest means to the proper authority:

1. Accidents;

2. Defects in track, bridges, signals or highway crossing warning devices;

3. Fires on or near the right of way; or

4. Any unusual condition that may affect the safe, efficient operation of the railroad.

Trains must be protected against any known condition that may interfere with their safety.

When conditions may impair visibility or affect the track or structure, the train speed must be regulated. This must be done to ensure:

1. The train's safe passage; and

2. The observance of and compliance with signal indications.

In case of unusually heavy rain, storm or high water, trains must approach bridges, culverts and other points likely to be affected, at Restricted Speed.

Reporting of crossing warning malfunctions would normally be made via radio to the dispatcher or yardmaster as appropriate. If the employee is not familiar with such communications or does not have radio equipment, notification should be provided via telephone to the Public Safety Coordination Center at 1-800-232-0144. This number is included on the emergency notification sign that is in place at every road crossing on CSXT. This sign also contains identification information for the crossing that can greatly assist in taking the appropriate action in the event of a malfunctioning crossing warning device.

G. Employees reporting for duty, on duty, on CSX property or occupying facilities provided by CSX are prohibited from having in their possession, using or being under the influence of alcoholic beverages or intoxicants.

Employees shall neither report for duty nor perform service while under the influence of nor use while on duty or on CSX property any drug, medication or other substance, including prescribed medication, that will in any way adversely affect the employees' alertness, coordination, reaction, response or safety.

The illegal use and/or possession of a drug, narcotic, or other substance that affects alertness, coordination, reaction, response, or safety, is prohibited while on or off duty.

H. The use of tobacco is prohibited by employees on duty while serving customers. It is also prohibited by uniformed employees in the presence of customer or of the general public. Smoking is not permitted in areas designated by "No Smoking" signs.

L. Employees must immediately notify the proper authority of loss, danger or damage to railroad property. They must also join forces to protect the interest of the Company.

Unauthorized possession, removal or disposal of any material from railroad property or from property served by the railroad is prohibited.

All articles of value found on railroad property must be cared for. Articles found must be reported promptly to the proper authority.

N. Operation of an engine by unauthorized personnel is prohibited.

No person, except employees performing their duties, and those properly assigned for qualification purposes will be permitted to ride freight trains and on-track equipment.

Federal and state inspectors may be permitted to ride freight trains and on-track equipment upon presenting proper credentials.

Other persons require proper identification and authorization issued by the division manager.

O. Employees must know the locations of structures or obstructions where clearances are close.

R. Employees are subject to the Hours of Service Act. When it is apparent that they will be unable to complete their trip or tour of duty within the lawful periods they must give the proper office sufficient advance notice. After being on duty nine hours and if feasible, train and engine crews will notify the train dispatcher of the time that they will have been on duty twelve hours.

If an emergency arises that requires serviced to be performed after the crew is no longer performing covered service and before arrival to final terminal, a full report of the violation must be given to their supervisor.

An emergency is defined as any event that could result in a casualty or an unavoidable accident.

An employee called to report for service, who will not have completed legal rest at the indicated time to commence duty, must so inform the caller before accepting the duty call.

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

U. Unless otherwise provided, employees of foreign lines will be governed by rules books prescribed in System Bulletin while performing service on CSX tracks.

Unless otherwise provided, CSX employees will be governed by timetables, rules and special instructions of foreign lines while performing service on foreign line tracks.

General Regulations

GR-1. Employees must report for duty at the designated time and place. Without permission from their immediate supervisor employees must not:

1. Absent themselves from duty, or

2. Arrange for a substitute to perform their duties.

Employees subject to call for duty must be at their usual calling place or furnish information as to where they are located. When they wish to be absent or if they are unable to perform service, employees must notify the proper authority. They must not wait until a call for duty is received to request permission to be marked off.

Employees must give immediate written notice to their supervising officer of a change in their address or their telephone number. Employees must call for their mail regularly and must answer correspondence promptly.

Employees must call the Integrated Voice Recognition (IVR) System at the tie-up location of their assignment, if other than the away-from-home-terminal, prior to ending their tour of duty to check for any current status change. This call must be completed prior to the employee exceeding the federal hours of service, and prior to leaving the property all telephonic messaging systems must be checked upon completion of required rest periods mandated by the hours of service law and FRA interpretations. Telephonic messaging includes but is not limited to:

1. Voice mail,

2. Cell phone Audix,

3. Pager/beeper messaging or forwarding.

Employees must not engage in any other type of work or business:

1. That interferes with their proper rest or performance of their railroad duties,

2. That is detrimental to or in competition with the Company, or

3. During their tour of duty or on company property without permission from proper authority.

GR-2. All employees must behave in a civil and courteous manner when dealing with customers, fellow employees and the public. Employees must not:

1. Use boisterous, profane, or vulgar language,

2. Enter into altercations while on duty or on company property,

3. Play practical jokes or engage in horseplay while on duty or while on company property,

4. Be disloyal, dishonest, insubordinate, immoral, quarrelsome, vicious, careless, or incompetent,

5. Willfully neglect their duty,

6. Endanger life or property,

7. Make any false statements, or

8. Conceal facts concerning matters under investigation.

GR-2A. Criminal conduct which may damage the company's reputation is prohibited. Criminal conduct which indicates a potential danger to the company, its employees, its customer or the public is prohibited.

GR-3. Employees must:

1. Devote themselves exclusively to the company's service while on duty,

2. Render every assistance in their power in carrying out the rules and special instructions,

3. Cooperate with other employees for proper functioning under the rules and instructions, and

4. Report any violation of the rules or special instructions promptly to a supervising officer.

GR-3A. Employees must not:

1. Read literature unrelated to their work;

2. Use unauthorized radios or television sets;

3. Use cellular telephones for other than company business;

4. Use a cellular telephone

   a. At the controls of moving equipment, and

   b. When the use will compromise rules compliance;

5. Participate in any unauthorized activity while on duty or while on company property that may interfere with the performance of the work of any employee; or

6. Have in their possession any firearms or other weapons while on duty, while on company property,

or while occupying facilities paid for or furnished by the company, unless authorized by the company.

GR-4. Employees must keep radios and switch keys that are issued to them in their possession while on duty. When not on duty, employees must keep radios and switch keys in a secure place to prevent their unauthorized use.

GR-5. Employees must exercise care and economy in the use of railroad property. Employees must return in good order all property assigned to them or entrusted to their care when:

1. Leaving the service, or
2. Upon demand by proper authority.

GR-6. Employees are required to keep the railroad premises under their jurisdiction in a clean, orderly and safe condition. Employees must not:

1. Mar, deface or destroy any railroad property; or
2. Litter railroad property or right of way.

Only properly authorized information or information that is required by law may be posted in or upon railroad property.

GR-7. Unless properly authorized, or in case of an emergency, employees are prohibited from restricting or interfering with the normal intended function of any device or equipment. Equipment includes that which is found on engines, cars or other railroad property.

In the event of an emergency, a report must be made to the proper authority. The use of unauthorized devices is prohibited.

GR-8. All devices equipped with locks must be kept locked when not in use.

GR-9. Engineering department supervisors issue instructions relating to safety of the track and bridges. Train crewmembers must comply with the instructions when issued to them.

GR-10. Conductors, engineers and on-track equipment operators must furnish information relating to their movement requested. This information must be repeated to assure a complete understanding. Any subsequent movements must be in accordance with the information furnished.

GR-11. The company's communication systems must not be used unnecessarily. This includes unauthorized use of such systems for an employee's personal affairs.

GR-12. Without proper authorization, employees must not:

1. Divulge the affairs of the company;
2. Permit access to company records.

Information detrimental to the interest of the company or of its customer, must not be divulged. It may only be divulged to proper officers of the company.

Information an accident will be furnished to the public only by an officer of the company. They may also be furnished to the public upon the officer's authority.

GR-13. Employees that learn of activities proposed by a public authority, or private interest that affect this company, should notify the division manager. This information, including any notice served, should be sent to the division manager.

Any evidence of encroachment on company property must be reported promptly to the proper authority.

GR-14. Employees observing any condition that could endanger persons or property must:

1. Correct the condition, if feasible, or
2. If not feasible, the employee should report the conditions to the proper authority.

GR-15. Time or wages must not be claimed on payroll, except for work actually performed:

1. By the person whose name appears on the roll.
2. In accordance with agreed-to rules.

Actual time that each member of a crew goes on and off duty must be shown on the payroll. This must be done, regardless of the assigned hours.

GR-16. Employees must perform their assigned duties in the most efficient manner, consistent with safety.

Employees are prohibited from allowing or requesting persons not engaged in the company's service, to assist them in performing their work.

Exception: In case of an accident, personal injury or other emergency.

GR-17. Employees involved in the movement of trains or the proper dispatch of cars must exercise good judgment to prevent unnecessary delay.

GR-18. Employees observing fires or any unusual conditions on adjoining property that may endanger the public, must report the condition to the train dispatcher. This must be done as soon as practical. This is done so that the proper agency can be notified.

GR-19. Conductors must ride in the operating compartment of the lead engine. On trains without a caboose, trainmen must ride in the operating compartment of the lead engine. When sufficient seating is not available for trainmen to ride in the operating compartment of the lead unit, the conductor will designate the trainmen to ride the trailing engine.

Exceptions:

1. If the on-board computer for Direct Work Order Reporting (DWORS) on the lead unit of a locomotive is inoperative, or is not installed, the conductor may ride in a trailing engine that has a functioning on-board computer when it is necessary to use the DWORS. The conductor should arrange to be in the operating cab when approaching and passing through temporary speed restrictions and conditional stop locations if there is not another trainman in the operating cab.
2. When a CSX geometry car is operated in special train service, the conductor must ride in the geometry car when instructed to do so by an engineering department supervisor.

GR-20. Engineers must be fully familiar with the physical characteristics of the territory over which they are called to operate. An engineer must not accept a call to operate over a territory that the engineer has not been over in the previous twelve months.

GR-21. A train waiting to be met or passed will be stopped not less than 500 feet from the clearance point, if feasible.

Yardmasters

GR-45. Yardmasters report to and receive instructions from trainmasters. They also must comply with the instructions of other company officers.

GR-46. Yardmasters are responsible for the safe, efficient operation of the yards. They must:

1. Be familiar with the rules and

2. Be familiar with the duties of employees in train and yard service, and

3. Ensure that employees under their supervision perform their duties promptly and efficiently.

They are responsible for and must direct the movement of on-track equipment within their jurisdiction. They must maintain a record of on-track equipment movements in the yardmaster's log.

GR-47. Yardmasters must:

1. Answer questions and furnish information relating to movements within the yard to those authorized to receive such information,

2. Give clear instructions in such a manner so that they will not be misunderstood by others.

GR-48. Yardmasters must ensure that:

1. Train and yard crews are ready for duty at the appointed time;

2. Trains are made up with proper tonnage;

3. Conductors are furnished the necessary documents;

4. Work orders are received or furnished as required;

5. Any failure to receive the appropriate documents is reported to the trainmaster;

6. Cars are inspected and that cars needing repairs are sent to the shops;

7. Cars are not delayed unnecessarily; and

8. Records and reports are prepared, updated, transmitted and filed in accordance with instructions.

GR-49. Yardmasters must understand and comply with:

1. The rules, laws and instructions governing the handling of hazardous materials and perishables;

2. The weighing, switching and interchange of cars; and

3. The loading and clearance requirements for various types of lading and cars.

GR-50. When cars or equipment that are placed in a train restrict the movement of the train or require special handling, the yardmaster must notify the chief train dispatcher twelve hours in advance. If necessary, the yardmaster must inform the engineer and the conductor as well. This must be done no later than 12 hours in advance of trains departure to provide the required protection.

GR-51. Before a train is released, yardmasters must ascertain;

1. The train is properly classified and car standing order is correct;

2. Cars containing hazardous material and cars requiring special handling are properly placed position properly documented; and

3. The crew and the train dispatcher are given proper notification and documentation that such cars are in the train.

GR-52. Yardmasters must ascertain that cars are handled in accordance with applicable rules and special instructions. This is to prevent damage to cars or lading.

GR-53. Yardmasters must immediately tell the division manager of inspections by public agencies. This includes federal and state agencies.

Engineers, Conductors, and Other Crew Members

GR-55. The following are responsibilities of the engineer, conductor, and other crewmembers.

1. **Engineer Responsibilities**

The engineer is responsible for safely and efficiently operating the engine. He is also responsible for the proper handling of the train. Any employee that operates an engine must have a current FRA Certificate in his possession.

Reserve engineers, engineer trainees and fireman must comply with the instructions of the engineer. Outside hostler helpers must obey the orders of the hostler.

When there is no conductor on the train or if the conductor is disabled, the engineer must assume his responsibilities. He will be governed by the rules applying to conductors.

Engineers must ensure that trainmen take their proper position on the train.

2. **Conductor Responsibilities**

The conductor supervises the operation and administration of the train.

The conductor must notify the engineer of restrictions imposed by dispatcher message or instructions not more than five (5) miles but not less than two (2) before reaching them.

All persons employed on the train must obey the conductor's instructions, unless the instructions endanger the safety of the train or violates the rules. If any doubts arise concerning the authority for proceeding or safety, the conductor must consult with the engineer who will be equally responsible for the safety and proper handling of the train.

3. **Engineer and Conductor Responsibilities**

The engineer and conductor are responsible for:

a. The safety of the train, and

b. The observance of the rules.

They must take every precaution for protection in the event of conditions not provided for by the rules. This does not relieve other employees of their responsibility under the rules.

Engineers and Conductors must:

a. Ensure that their subordinates are familiar with their duties;

b. Determine the extent of their experience and knowledge of the rules: and

c. Instruct them, when necessary, how to perform their work properly and safely.

4. **All Crew Member Responsibilities**

To ensure the train is operated safely and rules are observed, crew members must assume as much responsibility as possible to prevent accidents or rule violations.

When conditions require that the train be stopped or that the train speed be reduced and:

a. The engineer fails to take the proper action, or

b. The engineer becomes incapacitated,

Crew members must take the necessary action. This includes operating the emergency brake valve, to ensure the safety of the train.

When an engine leaves a portion of its train on a main track, with view obscured, caution must be taken.

To the extent possible, engines must not be left standing under highway bridges, or near waiting rooms, offices or occupied passenger cars where noise or fumes may annoy occupants.

Engineers

GR-60. Engineers report to and receive instructions from road foremen of engines. They also must comply with the instructions of other company officers, as well as with instructions of train dispatchers, yardmasters and station agents (pertaining to switching, making up trains and yarding trains) and with instructions of the conductor concerning the movement of their train.

GR-62. Engineers must not permit unauthorized persons to operate the engine. The fireman or other authorized employee may operate the engine with the permission of the engineer.

GR-64. Unless otherwise directed, engineers must:

1. Ascertain that the engine is in good working order,

2. Ascertain that the engine is furnished with the necessary flagging signals, supplies and required tools,

3. Permit only such material on the engine as is necessary, and

4. Ensure that the engine cab is kept in a neat and clean condition.

GR-65. Engineers must report promptly to the train dispatcher and to the conductor any engine condition that may delay the train.

Conductors

GR-70. Conductors report to and receive instructions from trainmasters. They also must comply with the instructions of:

1. Other company officers,

2. Train dispatchers,

3. Yardmasters, and

4. Station agents.

GR-71. Conductors are responsible for verifying track list furnished for switching and complying with switching instructions. Instructions concerning yard inventory must be complied with.

GR-72. Conductors must ensure that their train is supplied with the necessary flagging signals, supplies and tools.

They must permit only such material on the train as is necessary. They will ensure that an occupied caboose or shoving platform is kept in a neat and clean condition and that the windows and doors are closed and secured when vacated.

GR-73. Before leaving their initial station and at intermediate points where cars are picked up, unless instructed otherwise by the train dispatcher, conductors must ascertain that:

1. The cars in their train have been inspected,

2. Brakes are in proper operation condition, and

3. The necessary documents are on their train.

Certain equipment or cars in a train may restrict the train's movement or require special handling. Before permitting the train to proceed, the conductor must inform the train dispatcher, the engineer, and other crewmembers concerning such cars.

GR-74. Conductors must:

1. Ensure the correct preparation, on the prescribed forms, of reports identifying cars set off and picked up on line and/or spotted or pulled at industries;

2. Ensure that such reports are sent to the correct office;

3. Report all defective brakes, "hot boxes", Or other defects, as well as repairs that were made between terminals; and

4. Prepare a report on the prescribed form identifying cars set off short of the destination or of a terminal. A proper notation of this occurrence must be made on the associated documents for the cars, and the train dispatcher notified.

When reporting a defective coupler, the conductor must identify the type of coupler and the end of the car. The end of the car must be identified according to timetable direction and the location of the coupler – whether the "A" end or the "B" end.

When brake rigging or other appliances are down causing possible damage to the track or to the switches, the conductor must ensure that an inspection is made of the track, the switches or other structures to determine whether this equipment is safe for passage of trains. The train dispatcher must be advised whether or not any damage is evident. If damage is evident, protection must be provided, unless the train dispatcher relieves the conductor of this responsibility.

GR-75. Conductors must:

1. Make every reasonable effort to start and move their trains on time, and
2. Report delays as quick as possible to the train dispatcher, who may have no previous knowledge of these delays.
3. Advise the train dispatcher as soon as practical of any condition that will prevent the train from making usual speed.

The reportable information includes, among others, delays caused by air hose failures, sticking brakes, train inspections and station switching.

GR-76. Conductors must ask for supplies or repairs in advance to enable their readiness before train arrival.

GR-77. Conductors must ensure that their train is not delayed for meals, beyond the time necessary. They may not take their meal period without the permission of the train dispatcher, yardmaster or other persons in charge of the station, except when specifically authorized otherwise.

GR-78. Conductors in charge of work trains must:

1. Comply with the instructions of representatives of the service in which they are engaged,
2. Comply with instructions that are consistent with rules and special instructions,
3. Notify the train dispatcher when they have completed their work, or when they are ready to tie up.
4. Not occupy sidings wye tracks in tying up without specific authority from the train dispatcher, and
5. Notify the train dispatcher of any working limits desired for the following day, before tying up.

GR-80. The train dispatcher will be notified when cars have been pilfered or broken into. They must provide the car and seal numbers and as much relevant information as possible.

GR-81. Conductors must file all required reports, complying with instructions.

They must prepare a memorandum of any unusual or important occurrences on their trips, retaining same for future reference. They must report complete information to the proper authority concerning inaccurate car information. At the end of each trip or day's work, they must report delays to their train and the cause(s) of those delays.

GR-82. The conductor of a train involved in a derailment or highway crossing accident will submit the dispatcher bulletin and release form, for that tour of duty, to his supervisor or representative thereof. The conductor must submit these documents at the end of his tour of duty. These documents must bear a notation of the time, date, location and identity of the incident involved.

Trainmen (other than conductors)

GR-85. Trainmen report to and receive instruction from trainmasters. They also must comply with the instructions of:

1. Other company officers,
2. Train dispatchers,
3. Conductors,
4. Engineers,
5. Yardmasters, and
6. Station agents

GR-86. When trainmen are located on the rear of a train, they are responsible for having adequate flagging signals and a back-up hose (where required) available. Such material must be kept in good order and ready for immediate use.

GR-87. Trainmen must take care of markers and other rear-of-train devices, including:

1. Placement,
2. Ensure that they are in serviceable condition,
3. Ensure that they are properly displayed, and
4. Ensure that they are removed when no longer needed.

Exception: The above is required by trainmen unless informed by either the yardmaster, the car inspector, or other responsible employee that some other employee will be responsible for performing these services.

Operators

GR-90. Operators report to and receive instructions from the division manager or from his designated representatives. They also must comply with the instructions of:

1. Other company officers,
2. Train dispatchers,
3. Yardmasters, and
4. Station agents.

GR-91. Day operators are the manager of their respective offices unless otherwise directed.

In certain offices more than one operator may be on duty at the same time. If this occurs, only one operator on each shift will copy messages and clear trains unless otherwise authorized.

GR-92. Operators must not absent themselves from their office during their assigned hours. However, operators will, when duties permit, make an inspection of passing trains from ground level outside of their office or tower.

Operators must not close the office at the end of their tour of duty, without permission from the train dispatcher. This is not required when communications fail.

GR-93. Operators must not permit unauthorized persons in the office.

Student operators must not be permitted to handle any business, except when under the direct supervision of the operator. The operator will be responsible for all actions taken.

GR-94. Operators must give preference to train movements. Unless otherwise provided, when signals are operator-controlled, the operator must inform the train dispatcher of the approach of trains in sufficient time to avoid delay. He must not permit trains or on-track equipment to enter, cross over or foul a main track or a signaled track, without permission of the train dispatcher.

Operators must record and report promptly to the train dispatcher the following about trains:

1. Times of arrival and departure,
2. Direction, and
3. Such other information as they are directed to provide.

GR-95. Operators must report the weather as required. They must notify the train dispatcher promptly of any abnormal weather conditions prevailing in their vicinity.

GR-96. Operators must consider all communications as confidential. They must treat the contents of messages that are sent, received or overheard accordingly.

They will accept only messages relating to Company business or signed by an officer of the Company.

They are responsible for the prompt, correct transmission and delivery of messages. If the person to whom the message is addressed cannot be located, operators must notify the originating office promptly of this fact.

GR-97. Operators must operate the following as directed by the train dispatcher

1. Hand-operated switches,
2. Movable bridges,
3. Power control boards, and
4. Other devices as required.

GR-98. Before going off duty, operators must make a written transfer, in ink, of the following:

1. Dispatcher messages and authorities in effect,
2. Blocked signals and/or switches,
3. Messages to be delivered, and
4. Other pertinent information.

They must call the relieving operator's attention to any unfinished business. Before assuming his duties, the relieving operator must acquaint himself with all such matters. He must sign the transfer in the presence of the operator being relieved.

If there is no relieving operator, the next operator coming on duty must acquaint himself with the transfer, verify with the train dispatcher and sign the transfer before assuming his duties.

Operators must notify the train dispatcher when they are not relieved at the prescribed time.

Federal Regulations

Providing Flag Protection For Following Trains

GR-99. When a train is moving on a main track at or more than half of Maximum Authorized Speed, under circumstances in which it may be overtaken, the crew member responsible for providing rear-end protection must consider the grade, track curvature, weather conditions, sight distance and the speed of the train relative to the following trains and, if deemed necessary, must drop single lighted fusees at intervals that do not exceed the burning time of the fusee.

When a train is moving on a main track at less than half of Maximum Authorized Speed, the flagman must drop single lighted fusees at intervals that do not exceed the burning time of the fusee.

When a train stops on a main track, the flagman, provided with flagging signals, must immediately go back at least the distance prescribed by Rule 70 or special instructions for the territory, place two torpedoes on the rail, not less than 100 feet apart, and display a lighted fusee. If no following train is seen or heard, the flagman must return half the distance to the rear of his train where he must remain, until he has either stopped a following train or is recalled. When the safety of the train permits, the flagman must be recalled sufficiently in advance of departure to prevent unnecessary delay to the train. When recalled, and if no following train is seen or heard, the flagman must leave a lighted fusee before returning to his train.

As the flagman returns to the train, he must leave lighted fusees at intervals that do not exceed the burning time of the fusee.

When the train departs, the flagman must leave a lighted fusee and must drop single lighted fusees at intervals that do not exceed the burning time of the fusee, until the train attains not less than half the Maximum Authorized Speed.

Exceptions: Flag protection is not required against a following movement on the same main track when the rear of the train is:

1. In signaled territory and is protected by at least two block signals;
2. Within yard limits;
3. Within the limits of an Absolute Block; or
4. Within interlocking limits.

Note: In non-signaled territory, flag protection is required against following trains on the same main track, unless relieved by Operating Rules, or special instructions, when the rear of the train is between the opposing signals governing movement over a railroad crossing at grade or a drawbridge.

Grade Crossing Signal System Safety

GR-100. Malfunction of Highway-Rail Grade Crossing Warning Systems

Definitions

Activation Failure: the failure of a highway-rail grade crossing warning system to indicate the approach of a train at least 20 seconds prior to the train's arrival at the crossing, or to indicate the presence of a train occupying the crossing. (This failure indicates to the motorist that it is safe to proceed across the railroad track when, in fact, it is not safe to do so.)

Appropriately Equipped Flagger: a person other than a train crewmember who is equipped with an approved flagging vest, shirt, or jacket along with approved hand signal flagging devices, which include "STOP/SLOW" paddles or red flags for daytime flagging and a flashlight, lantern, or other lighted signal for nighttime flagging.

Credible Report of System Malfunction: Specific information regarding a malfunction at an identified highway-rail grade crossing, supplied by a railroad employee, law enforcement officer, highway traffic official, or an employee of a public agency acting in an official capacity.

False Activation: the activation of a highway-rail grade crossing warning system falsely indicating the approach or presence of a train. (This failure indicates to the motorist that it is not safe to cross the railroad tracks when, in fact, it is safe to do so.)

Partial Activation: an activation of a highway-rail grade crossing warning system indicating the approach of a train, however, the full intended warning is not provided due to one of the following conditions:

1. At non-gated crossings equipped with one pair of lights designed to flash alternately, one of the two lights does not operate properly (and approaching motorists can not clearly see flashing back lights from the warning lights on the other side of the crossing);

2. At gated crossings, the gate arm is not in a horizontal position; or

3. At gated crossings, any portion of a gate arm is missing if that portion normally had a gate arm flashing light attached.

Warning system malfunction: an activation failure, false activation, or a partial activation of a highway-rail grade crossing warning system.

Activation Failure

1. Upon receipt of a report of warning system malfunction involving an activation failure, the employee receiving such information shall promptly initiate efforts

to warn highway users and railroad employees at the crossing by taking the following actions:

a. Prior to any train's arrival at the crossing, notify the train crew of the report of activation failure and notify any other railroads operating over the crossing;

b. Notify the law enforcement agency having jurisdiction over the crossing, or railroad police capable of responding and controlling vehicular traffic; and

c. Provide for alternative means of actively warning highway users of approaching trains, consistent with the following requirements:

(1) If an appropriately equipped flagger provides warning for each direction of highway traffic, trains may proceed through the crossing at authorized speed.

(2) If at least one uniformed law enforcement officer (including a railroad police officer) provides warning to highway traffic at the crossing, trains may proceed through the crossing at authorized speed.

(3) If an appropriately equipped flagger provides warning for highway traffic, but there is not at least one flagger providing warning for each direction of highway traffic, trains may proceed with caution through the crossing at a speed not exceeding 15 miles per hour.

Authorized speed may be resumed after the leading end of the movement has passed through the crossing.

(4) If there is not an appropriately equipped flagger or uniformed law enforcement officer providing warning to highway traffic at the crossing, each train must stop before entering the crossing and permit a crewmember to dismount to flag highway traffic to a stop. The locomotive may then proceed through the crossing, and the flagging crewmember may re-board the locomotive before the remainder of the train proceeds through the crossing.

d. Crossing warning whistle signal will be sounded as prescribed by Rule 14(l), regardless of State laws or ordinances to the contrary.

False Activation or Partial Activation

1. Upon receipt of a report of a false activation or partial activation, the employee receiving such information shall promptly initiate efforts to warn highway users and railroad employees at the crossing by taking the following actions:

a. Prior to a train's arrival at the crossing, notify the train crew of the report of false activation or partial

activation and notify any other railroads operating over the crossing;

b. Notify the law enforcement agency having jurisdiction over the crossing, or railroad police capable of responding and controlling vehicular traffic; and

c. Provide for alternative means of actively warning highway users of approaching trains, consistent with the following requirements:

(1) If an appropriately equipped flagger is providing warning for each direction of highway traffic, trains may proceed through the crossing at authorized speed.

(2) If at least one uniformed law enforcement officer (including railroad police officer) provides warning to highway traffic at the crossing, trains may proceed through the crossing at authorized speed.

(3) If there is not an appropriately equipped flagger providing warning for each direction of highway traffic, or if there is not at least one uniformed law enforcement officer providing warning, trains with the locomotive or caboose leading may proceed with caution through the crossing at a speed not exceeding 15 miles per hour. Authorized speed may be resumed after the leading end of the movement has passed through the crossing. In the case of a shoving move, a crewmember shall be on the ground to flag the train through the crossing.

2. In lieu of complying with paragraph 1 (c) above, the warning system may be temporarily taken out of service if the alternative warning procedures prescribed for "Activation Failure" are observed.

Recordkeeping

1. Records pertaining to compliance with this rule shall be maintained by the Signal Department for one year (from the latest date of railroad activity in response to a credible report of malfunction) and made available on request to any representative of the Federal Railroad Administration during normal business hours. Information to be retained includes:

a. Location of crossing (by highway name DOT/AAR Crossing Inventory Number);

b. Time and date of receipt by railroad of report of malfunction;

c. Actions taken by railroad prior to repair and reactivation of repaired system; and

d. Time and date of repair.

Utility Employees

GR-101. This rule prescribes the requirements that must be followed for the protection of utility employees whose activities require them to work on, under, or between railroad rolling equipment and subjects them to the danger of personal injury posed by movement of this equipment.

Any railroad employee who is not assigned to a train or yard crew, or authorized to work with a crew under the conditions set forth in this rule, is a worker required to be provided blue signal protection as per Rule GR-102.

No more than three utility employees may be attached to one train or yard crew at any given time.

Definitions Applying to Utility Employee Protection

Controlling Locomotive: A locomotive arranged as having the only controls over all electrical, mechanical and pneumatic functions for one or more locomotives, including controls transmitted by radio signals if so equipped. It does not include two or more locomotives coupled in multiple which can be moved from more than one set of locomotive controls.

Ranking Crewmember: The conductor will be the ranking crewmember of a train; in the absence of the conductor, the engineer will be the ranking crewmember.

Train Or Yard Crew: One or more railroad employees assigned a controlling locomotive, under the charge of one crew member involved with the train or yard movement of railroad rolling equipment they are to work with as an operating crew; reporting and working together as a unit that remains in close contact if more than one employee.

Utility Employee: A railroad employee assigned to and functioning as a temporary member of a train or yard crew whose primary function is to assist the train or yard crew in the assembly, disassemble or classification of rail cars, or operation of trains, subject to the conditions set forth in this rule.

Utility Employee Protection

1. A utility employee may be assigned to and serve as a member of a train or yard crew without blue signal protection only under the following conditions:

a. The train or yard crew is assigned a controlling locomotive that is under the actual control of that crew;

b. The engineer is in the cab of the controlling locomotive, the locomotive is under control of a remote control operator assigned to that crew; or, while the locomotive is stationary, a member of the same crew is in the locomotive cab.

c. The utility employee established communication with the crew by contacting the ranking crewmember on arriving at the train and before commencing any duties with the crew;

d. Before each utility employee commences duties, the ranking crewmember shall provide notice to each crewmember of the presence and identity of the utility employee. Once all crewmembers have acknowledged this notice, the ranking crewmember shall advise the utility employee that he is authorized to work as part of the crew. Thereafter, communication shall be maintained in such a manner that each member of the train or yard crew understands the duties to be performed and whether those duties will cause any crew member to go on, under, or between the rolling equipment; and

e. The utility employee is performing one or more of the following functions;

(1) Set or release hand brakes;

(2) Couple or uncouple air hoses and other electrical or mechanical connections;

(3) Prepare rail cars for coupling;

(4) Set wheel blocks or wheel chains;

(5) Conduct air brake tests to include cutting air brake components in or out, and position retaining valves;

(6) Inspect, test, install, remove or replace a rear end marking device or end of train device.

Under all other circumstances a utility employee working on, under, or between railroad rolling equipment must be provided blue signal protection.

2. When the utility employee has ceased all work in connection with that train and is no longer on, under, or between the equipment, the utility employee shall notify the ranking crewmember. The ranking crewmember shall then provide notice to each crewmember that the utility employee is being released from the crew. Once each crewmember has acknowledged the notice, the ranking crewmember shall then notify the utility employee that he is released from the train or yard crew.

3. Communication required by paragraphs 1c and 2 shall be conducted between the ranking crewmember by direct verbal contact or by radio, in compliance with current radio rules.

Blue Signal Protection

GR-102. This rule prescribes the requirements that must be followed for the protection of railroad workmen.

Definitions Applying to Blue Signal Protection

When used in this rule, the following definitions apply:

Blue Signal: A clearly distinguishable blue flag or blue light by day and 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 employees assigned to inspect, test, repair or service railroad rolling equipment, or their components including brake systems. Train and yard crews are excluded except when assigned to do such work on railroad rolling equipment that is not part of the train or yard movement they have been called to operate.

Note: Testing does not include visual observations made by an employee positioned inside or alongside a caboose, locomotive, or passenger car; or marker inspection made by Rule 20 when the rear of the train is on a main track and the employee making the inspection has:

1. Personally contacted the employee at the controls of the locomotive, and

2. Has been assured by that employee that the train is and will remain secure against movement until the inspection has been completed.

Note: Servicing does not include supplying cabooses, locomotives or passenger cars with items such as ice,

drinking water, tools, sanitary supplies, stationery or flagging equipment.

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:

1. Vandal resistant;

2. Tamper resistant; and

3. Capable of being locked and unlocked only by the class, craft or group of employees for whom the protection is being provided.

When used in relation to remotely controlled switch means a blocking device that will effectively prevent the lever or button controlling the switch from being operated.

Application of Rule

This rule prescribes the requirements that must be followed for the protection of railroad workmen whose activities:

1. Require them to work on, under, or between such equipment, and

2. Subjects them to the danger of personal injury posed by movement of this equipment.

Blue Signal Display

Blue signals displayed in accordance with paragraphs 1, 2 and 3 signify that workmen are on, under, or between rolling equipment. When so displayed:

1. The equipment must not be coupled to;

2. The equipment must not be moved, except as provided for in paragraph 3;

3. 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 3 a., b., and c. ; and

4. Rolling equipment must not pass a blue signal. Blue signals must be displayed in accordance with paragraphs 1, 2 and 3 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.

1. **Workmen on a Main Track**

When workmen are on, under, or between rolling equipment on a main track:

a. A blue signal must be displayed at each end of the rolling equipment; and

b. If the rolling equipment to be protected includes one or more locomotives, a blue signal must be attached to the controlling locomotive at a location where it is readily visible to the engineer or operator at the controls of that locomotive.

c. 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 engineer or operator must be notified and effective measures must be taken to protect the workmen making the repairs.

2. **Workmen On Track Other Than Main Track**

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

a. A blue signal must be displayed at or near each manually operated switch providing access to that track;

b. 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; and

c. The person in charge of the workmen must have notified the operator of any remotely controlled switch that work is to be done and have been informed by the operator that each remotely controlled switch providing access to the track on which the equipment is located has been lined against movement to that track and locked as prescribed in paragraph 4.

d. 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 in accordance with subparagraphs a and b, or c, of this paragraph.

e. If the rolling equipment to be protected includes one or more locomotives, a blue signal must be attached to the controlling locomotive at a location where it is readily visible to the engineer or operator at the controls of that locomotive.

3. **Alternate Methods of Protection**

Instead of providing blue signal protection for workmen in accordance with paragraph 2 (Workmen on Track Other Than Main Track), the following methods for blue signal protection may be used:

a. **Locomotive Servicing Track Areas** – When workmen are on, under or between rolling equipment in a locomotive servicing track area:

(1) A blue signal must be displayed at or near each switch providing entrance to or departure from the area;

(2) 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; and

(3) A blue signal must be attached to each controlling locomotive at a location where it is readily visible to the engineer or operator at the controls of that locomotive;

(4) If the speed within this area is restricted to not more than 5 miles per hour, a derail capable of restricting access to that portion of a track within the area on which the rolling equipment is located will fulfill the requirements of a manually operated switch in compliance with subparagraph (2) of this paragraph when positioned at least 50 feet from the end of the equipment to be protected by the blue signal, when locked in a derailing position with an effective locking device, and when a blue signal is displayed at the derail;

(5) 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;

(6) A locomotive may be moved off 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;

(7) If operated by an authorized employee under the direction of the person in charge of the workman, 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; and

(8) Blue signal protection removed for the movement of locomotives as provided in subparagraphs (5) and (6) of this paragraph must be restored immediately after the locomotive has cleared the switch.

b. **Car Shop Repair Track Areas** – When workmen are on, under, or between rolling equipment in a car shop repair track area:

(1) A blue signal must be displayed at or near each switch providing entrance to or departure from the area; and

(2) 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;

(3) If the speed within this area is restricted to not more than 5 miles per hour, a derail capable of restricting access to that portion of a track within the area on which the rolling equipment is located will fulfill the requirement of a manually operated switch in compliance with subparagraph (2) of this paragraph when positioned at least 50 feet from the end of the equipment to be protected by the blue signal, when locked in a derailing position with an effective locking device and when a blue signal is displayed at the derail;

(4) If operated by an authorized employee 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.

c. **Tracks Other Than Main Tracks** – Except as provided in paragraphs 3(a) and (b), when workmen are on, under, or between rolling equipment on any track, other than a main track:

(1) 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; and

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

d. **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 engineer or operator at the controls of that locomotive must be notified and effective measures must be taken to protect the workmen making the repairs.

4. Remotely Controlled Switches

After the operator of the remotely controlled switches has received the notification required by paragraph 2 c, the operator must line each remotely controlled switch against movement to that track and apply an effective locking device to the lever, button, or other device controlling the switch before he may inform the employee in charge of the workmen that protection has been provided.

The operator may not remove the locking device unless he has been informed by the person in charge of the workmen that it is safe to do so.

The operator must maintain for 15 days a written record of each notification which contains the following information:

1. The name and craft of the employee in charge who provided the notification;

2. The number or other designation of the track involved;

3. The date and time the operator notified the employee in charge that protection had been provided by the first paragraph of D; and

4. The date and time the operator was informed that the work had been completed, and the name and craft of the employee in charge who provided this information.

Standard Time

GR-103. Standard clocks must be designated by a sign reading Standard Clock. CSX Standard Time is equivalent to United States Eastern Time Zone time. CSX Standard Time will use the 24 hour clock system.

GR-103-A. Designated employees must compare standard clocks daily. They must be compared with the chief train dispatcher's office or the train dispatcher. A standard clock that differs from standard time by more than 10 seconds must be reset to standard time. A standard clock that does not function satisfactorily must be taken out of service. It must then be reported to the proper authority, and a replacement must be requested.

GR-103-B. Unless assigned to offices having standard clocks, employees governed by the timetable, while on duty, must carry a watch that indicates the hours, minutes and seconds. The watch must not lose nor gain more than one minute in a 12-hour period.

Before starting work, an employee required to carry a watch must compare his watch to a standard clock. If a standard clock is not located where the employee starts work, the time comparison may be made by radio or telephone with an employee at a standard clock location. When one member of a crew or work force has compared time, other members of the same crew or work force may compare time with this employee. A watch that, when compared, differs from standard time by more than 30 seconds, must be reset to standard time.

GR-103-C. Certain actions are required at a specific time, as in a dispatcher message, or system and general bulletin. Before taking such actions, if feasible, the employee required to take action must compare his watch with that of another member of the crew or work force. If the times differ, the employee must use the time that will provide the greater protection.

Example:

1. Use the time shown by the "fastest" watch for clearing or providing flag protection; and

2. Use the time shown by the "slowest" watch to stop flag protection or waiting.

Timetables

GR-104. Each timetable, from the time it takes effect, supersedes the preceding timetable. At least 48 hours before the new timetable or timetable supplement takes effect, notice of change must be issued by general bulletin. Employees governed by the timetable, must obtain a copy of the new timetable before going on duty. They must examine it to ascertain that their copy is complete and is properly paged.

Bulletins and Notices

GR-105. System and general bulletins will:

1. Be issued as necessary,

2. Be numbered consecutively

3. Expire with the close of the last day of March, June, September and December.

Bulletin items that contain instructions applicable after those dates will be included in the reissue system and general bulletins that will be effective 0001 hours the first day of January, April, July, or October, as appropriate. These bulletins will be available to employees whose duties may be affected by them.

a. System Bulletins implement changes in

   (1) Rules

   (2) System-wide operating practices.

b. General Bulletins implement changes in

   (1) Rules

   (2) Timetable special instructions

   (3) Division-specific operating practices.

Before starting a tour of duty, employees affected must read and understand the system and general bulletin(s) that are applicable, which includes those bulletins issued on all subdivisions you will operate over. In addition, employees who have not worked a tour of duty within the current quarter must familiarize themselves with system and general bulletins issued during their absence.

While on-duty the applicable system and general bulletins must be accessible to the employees they affect.

The system and general bulletin computer libraries and the current day dispatcher bulletin will identify the latest bulletin(s) issued.

GR-105-A. System and general notices will:

1. Be issued as necessary,

2. Be numbered consecutively

3. Expire with the close of the last day of March, June, September and December.

Notice items that contain instructions applicable after those dates will be included in the reissue system, and general notice that will be effective 0001 hours the first day of January, April, July, or October, as appropriate. These notices will be available to employees whose duties may be affected by them.

The system and general notice computer libraries will identify the latest notice(s) issued. Employees affected by these rules will be held responsible for the observance of the instructions contained in these notices.

Signals and Their Use

7. Employees whose duties may require them to give signals must provide themselves with the proper appliances. They must keep them in good order ready for immediate use.

8. Flags of the prescribed color must be used by day. Lights of the prescribed color must be used by night. Day signals must be displayed from sunrise to sunset. When day signals cannot be plainly seen, night signals must be used. Night signals must be displayed from sunset to sunrise.

Flagging Signals

9. The following signals must be used while performing flagging duties:

Day Signals: A red flag, and red fusees.
Night Signals: A white light, and red fusees.

At the beginning of a trip or tour of duty, not less than 6 red fusees, and a red flag must be available. They must be kept in the operating cab of the lead engine and in the last car of a passenger train. Not less than 12 red fusees, and a red flag must be available in an occupied caboose or shoving platform.

11. A train that encounters an unattended fusee, burning on or near its track, must immediately reduce to and not exceed restricted speed for 15 minutes.

An unattended fusee, burning beyond the first rail of an adjacent track, does not apply to the track on which the train is moving. Fusees must not be placed at locations posing a potential fire risk to platforms, bridges, buildings or composition-rubber surfaces of road crossings. Precautions must be taken where there are trees, brush or grass along the right-of-way.

Hand, Flag, and Lantern Signals

12. The hand, lantern or a flag, moved in the same manner gives the same indication. Other hand, flag, or lantern signals may be used for other purposes, providing such signals are understood by all members of the crew.

Hand, Flag, and Lantern Signals	
Manner of Using	**Indication**
(a) Swung at right angle to the track	Stop
(b) Slight horizontal movement at arm's length at right angle to the track.	Reduce Speed
(c) Raised and lowered vertically	Proceed
(d) Swung vertically in circle at right angle to the track	Back
(e) Swung horizontally above the head at right angle to the track, when equipment is standing.	Apply air brakes
(f) Held at arm's length above the head when equipment is standing	Release air brakes
(g) Any object waved violently by anyone on or near the track	Stop

12-A. Hand signals must be given sufficiently in advance to permit compliance. They must be given in such a way that they cannot be misunderstood. If there is any doubt as to either the meaning or the intended receiver of a signal, the signal must be regarded as a stop signal. When a train is moving under the direction of hand signals and the signal disappears from view, the movement must be stopped immediately. The train movement must await further signals, unless arrangements have been made in regard to such movement.

12-B. When movement is being controlled by hand signals, employees in train service or others concerned must keep a constant lookout for signals. They must exercise care to avoid action in response to signals that may be intended for other trains.

Employees giving signals must position themselves so as to be seen clearly. They must be constantly alert to prevent any unintentional movement of their hands or lantern that might be misconstrued as a signal to move.

12-C. Hand signals to the employee controlling the locomotive must be given to correspond to the direction in which the engine is headed. A hand, flag or lantern signal to proceed does not relieve employees of compliance with other rules or signals that restrict the movement of a train.

12-D. Radio communications must not be used instead of hand signals when conditions exist for continuous direct visual contact between the employee controlling the locomotive and the signal of the employee directing the movement.

12-E. Radio communication and hand signals, except stop signals, must not be used simultaneously by a crew to direct train movements. When anticipating changing from one mode of signaling to another, all crewmembers involved must be notified. They must acknowledge their understanding before the change is made.

Engine Bell and Horn Signals

13. The engine bell, must be rung when an engine is about to move, except after momentary stops in continuous switching movements. It must be rung while:

a. Approaching and passing stations,

b. Approaching and passing public crossings at grade,

c. Moving through tunnels, and

d. When approaching persons on or around the track structure

14. The engine horn must be sounded at all places where required by rule or law or to prevent accidents.

The sound of the horn should be distinct, with intensity and duration proportionate to the distance the signal is to be conveyed.

Note: The prescribed signals are illustrated below, with "o" showing short sounds and "–" showing long sounds.

Those signals marked with an asterisk must be sounded when and/or where applicable. Those signals without an asterisk convey information to employees. They must be used when voice communication is not available.

Horn or Whistle Signals	
Sound	**Indication**
(a) o	Applying air brakes while standing
(b) * - - - -	Proceeding. Releasing air brakes.
(f) * o o -	Acknowledging a flagman's stop signal.
(g) * o o	Acknowledging any signal not otherwise provided for.
(h) * o o o	Backing up.
(j) o o o o	Calling for signals.
(l) * - - o -	***1. Trains or engines approaching public highway grade crossings shall sound the horn for at least 15 seconds, but no more than 20 seconds before the lead engine enters the crossing. Trains or engines traveling at speeds greater than 45 mph shall begin sounding the horn at or about, but not more than, one-quarter mile (1,320 feet) in advance of the nearest public crossing, even if the advance warning provided by the horn will be less than 15 seconds in duration. This signal is to be prolonged or repeated until the engine or train occupies the crossing; or, where multiple crossings are involved, until the last crossing is occupied.*** 2. Approaching tunnels, yards or other points where railroad workers may be at work. 3. Passing standing trains.
(m) * o	Approaching passenger station.
(o) o -	Inspect train for a leak in brake pipe system or for brakes sticking.
(p) *Succession of sounds	Warning to people and/or animals.
(q) * - o	When running against the current of traffic: 1. Approaching stations, curves or other points where view may be obscured; and 2. Approaching passenger or freight trains and when passing freight trains.

Exception: Engine horn signals required by Rules 14(b) and (h) do not apply after momentary stops in continuous switching movements.

14-A. Failure of Engine Horn

If the horn on the lead engine fails to operate en route and no other engine can be used in the lead position, the movement may continue but must stop before fouling public crossings at grade to permit a crew member to provide warning at the crossing until the lead engine occupies the crossing.

15. ***The engine horn will be sounded and the engine bell rung, by trains approaching and passing roadway workers, identified by white or orange hard hats and/or highly visible orange vests, on or about the track.***

16. The unnecessary use of either the engine horn or bell, is prohibited.

Headlight

17. The headlight must be displayed "bright" on the leading end of every train by day and night.

Exceptions:

a. The headlight may be extinguished:

(1) When a train is standing to be met or to be passed by another train in signaled territory;

(2) When a train is standing on a track other than a main track; or

(3) On the end coupled to cars.

b. The headlight must be dimmed under the following conditions, except when approaching and passing over a public crossing at grade:

(1) At yards where switching is being done;

(2) Approaching stations where passenger stops are to be made;

(3) When standing close behind another train;

(4) While standing on a main track in non-signaled territory, awaiting arrival of an approaching train that is to take siding;

(5) When approaching and passing the head-end and rear-end of a train on an adjacent track; or

(6) At other times, to permit the passing of hand signals or when the safety of employees so requires.

17-A. En-route Failures

When a headlight fails en route, the train dispatcher must be notified at the first opportunity. The train dispatcher will notify the next terminal, and the following must be adhered to:

a. A white light must be used in its place at night.

b. The bell must be rung continuously while the train is moving.

c. The horn must be sounded frequently, and

d. The speed must be reduced where necessary.

Exception: These restrictions do not apply when the train has operable ditch lights.

Auxiliary Lights

18. Auxiliary lights (ditch lights) consist of two (2) ditch lights displayed to the front of the train when the headlight is on bright.

Trains will not depart from an initial terminal unless both auxiliary lights on the lead locomotive in the direction of travel are operating.

The auxiliary lights must be turned off when stopped at junctions and meeting points at night and opposing movements are approaching.

Except when approaching and operating over a public-highway crossing at grade the engineer may turn off the auxiliary lights when operating in fog or falling snow and vision is impaired by reflection of the auxiliary lights.

18-A. En-route Failures

Trains with one auxiliary light inoperative on the lead locomotive in the direction of travel may continue to the place where the next calendar day inspection of the locomotive is conducted.

Trains with both auxiliary lights inoperative on the lead locomotive in the direction of travel are limited to 20 MPH over public highway-rail crossings and may continue to the next location in the direction of movement where repairs can be made.

Markers

19. An illuminated red or orange amber light must be displayed on the rear of the last car to identify the rear of the train when:

a. A train is occupying a main track during the period from one hour before sunset until one hour after sunrise, and

b. Any other time that weather conditions restrict the visibility to one-half mile or less on tangent track.

During all other times, a red flag, a non-illuminated EOT or a red (orange-amber) marker light, either illuminated or non-illuminated, must be displayed on the rear of the last car to identify the rear of the train.

Exceptions:

(1) A red flag may be used instead of the illuminated marker light, if necessary due to the placement of a defective car at the rear of a train for movement to the next forward repair point.

(2) When an engine is operated as a train or is operated at the rear of a train, the rear headlight on the trailing unit must be displayed "dim" as the marker, both day and night.

(3) When the marker light is equipped with a functioning photoelectric cell activation mechanism, the requirement for illuminating the marker will not apply. This is because the device will automatically activate at the appropriate time.

(4) A marker is not required for cars or engines on the main track within yard limits.

20. During the hours that the marker light must be illuminated, it will be inspected at the initial terminal and at each crew change point to ensure that it is in proper operating condition. Such inspection will be conducted by a crewmember or by another qualified employee. If the inspection is conducted by other than a crewmember, the inspection results must be communicated to the outbound engineer. This inspection will be accomplished by observing the device:

a. Is illuminated, or

b. Will illuminate by repositioning the activation switch or by covering the photoelectric cell.

20-A. Blue signal protection is required as prescribed in Rule GR-102 when an employee, other than a crewmember, is:

1. Behind the rear of a train, standing on other than a main track, inspecting a portable marker light by repositioning the activation switch, covering the photoelectric cell, or

2. Replacing, repositioning or servicing marker lights and telemetry devices.

20-B. When a train is equipped with an EOT, the information displayed by the HTD may be used in lieu of a visual observation.

20-C. A train may proceed to the next repair point if the marker light is found to be inoperative at a point where repair facilities are not available. In this situation the train may also proceed if the marker light cannot be replaced.

21. Employees must observe passing trains for markers. If a marker is not displayed, an attempt must be made to notify the crew of the passing train. In the event that this cannot be done, the train dispatcher must be notified.

21-A. En-route failure of marker lights must be reported to the train dispatcher. The train dispatcher will notify the next terminal.

Engine Number Lights

24. Engine number lights must be illuminated only on the unit identifying the train.

Absence Of Wayside Signs

28. The absence of wayside signs does not relieve employees from compliance with rules, special instructions, and dispatcher messages or Form EC-1.

Communications Of Signals

34. Communication of Signals and other Important Information

Employees must maintain a lookout for signals or conditions along track affecting the movement of their train.

34-A. Required Announcements

1. Within the Locomotive Cab

Employees in the operating cab of an engine must communicate the following information to each other, including the track name or number in multiple-track territory:

a. The name of each signal governing the movement of their train as soon as the signal aspect is clearly visible and again just before passing it.

b. The name of each sign displayed in connection with:

(1) TWC authority,

(2) Yard limits,

(3) Temporary speed restrictions, and

(4) Work forces limits

c. The observance of burning fusees.

2. **By Radio** A crewmember in the operating cab of an engine must announce by radio the following conditions or occurrences:

a. The name and location of each block and controlled point signal.

b. Train entry into each TWC authority, from any location.

c. Train departure from each TWC authority, as soon as the authority is reported clear to the train dispatcher.

d. Passenger train arrival and departure at passenger stations.

e. The presence of cars loaded with pulpwood or poles in the train when approaching trains and equipment on adjacent tracks.

f. Train entrance into a passing siding.

g. When stopping, and each fifteen minutes after being stopped, on a main track or passing siding.

These announcements must include the train ID, engine number, and direction of travel. In multiple track territory, the track name or number must be included in the announcement.

Crewmembers not in the operating cab must acknowledge signal and TWC announcements. If a crewmember fails to acknowledge a communication, the engineer must determine the reason at the next scheduled stop.

Speed Rules

40. Train speeds must be maintained to the extent feasible, consistent with safety. They must not be exceeded. Train speeds may be authorized by the rules, special instructions, signal indications, dispatcher messages or other means. When there is a difference in the speeds, the lowest speed will govern.

41. Unless otherwise specified, speed restrictions apply to the entire train. If a crewmember is on the rear of the train, he must notify the engine crew, if feasible, when the rear of the train has passed through each speed restriction.

42. The locations of permanent speed restrictions are identified in special instructions and are indicated by:

1. A Permanent Reduce Speed Sign located at the beginning of the restriction. This sign must be placed to the right of the affected tracks, if feasible, and

2. A Permanent End Restriction Sign located at the end of the restriction. This sign must be placed to the left of the affected tracks, if feasible.

Note: Placement of these signs is not required for:

a. City ordinance speed restrictions; and

b. Permanent speed restrictions on other than main or signaled tracks.

42-A. When one speed is shown on a Permanent Reduce Speed sign it indicates the speed permitted for all trains.

When two speeds are shown, the higher speed indicates the speed permitted for passenger trains. The lower speed indicates the speed permitted for other trains.

42-B. If the same speed restriction applies to all tracks, only one Permanent Reduce Speed Sign need be used. If the speed restriction differs for any track, additional signs may be used. Also, when speed restrictions differ for any track, one sign with no speed shown may be used. In the latter case, trains must not exceed the speed indicated by special instructions for the track on which the train is operating.

43. On main tracks, signaled tracks, or sidings the locations of temporary speed restrictions and work force limits are designated by dispatcher message, and are indicated by the following sign placement:

1. **Temporary Speed Restriction:**
   a. A Warning Sign, located at least two miles before the restriction. This sign must be placed to the right of the track, if feasible;

   b. A Temporary Reduce Speed Sign located at the beginning of the restriction. This sign must be placed to the right of the track, if feasible; and

   c. A Temporary End Restriction Sign located at the end of the restriction. This sign must be placed to the left of the track, if feasible.

When conditions do not permit the placement of the Warning Sign(s), or do not permit the placement of any Temporary Reduce Speed Sign(s) in connection with a temporary speed restriction, the train dispatcher must be notified. A dispatcher message must indicate that the sign(s) is not displayed.

2. **Work Force Limits;**
On controlled tracks, the location of work force limits per Rule 89 are designated by dispatcher message and are indicated by the following sign placement:

a. Sign Placement

(1) Signs may be placed up to 30 minutes before the working limits become effective, providing the employee in charge is available to communicate with any train or equipment that may be approaching the working limits.

(2) To the right of the affected track, or in accordance with the instructions in the dispatcher message,

(3) When track center spacing does not allow placement of a standard sign in the center ditch, signs may be posted to the field side of the affected track, facing the direction from which trains could approach the working limits, and

(4) When the limits of both a work force and a temporary speed restriction are the same, only one set of warning signs must be displayed at each end.

Note: The receipt of oral permission to enter the limits of a Form W conveys no authority to exceed any temporary speed restriction within those limits.

b. Warning Signs and Conditional Stop Signs

(1) Unless otherwise specified, a warning sign will be displayed at least two (2) but not more than two and one-half (2 ½) miles from the beginning of the working limits on each end.

(2) Unless otherwise specified, a conditional stop sign will be displayed,

(a) On each end of the working limits, and

(b) At the clearance point of each junction point of a subdivision.

44. If a train encounters an Warning Sign that is not covered by instructions, the train must proceed prepared to stop in two miles. If no conditional stop sign or temporary reduce speed sign is encountered in two miles, the train will proceed at controlled speed for an additional mile, unless otherwise restricted. If no conditional stop sign or temporary reduce speed sign is encountered the train may proceed at authorized speed, unless otherwise restricted. The occurrence must be reported promptly to the train dispatcher.

44-A. The train dispatcher must be notified if a conditional stop sign is not found at the point designated.

If a conditional stop sign is observed that is not covered by a dispatcher message, or EC-1, at a location designated by an expired or annulled dispatcher message or EC-1 Instruction the train must,

1. Stop immediately
2. Notify the dispatcher and
3. Be governed by their instructions.

45. If a train encounters a Temporary Reduce Speed Sign that is not covered by instructions, the speed of the train must be reduced to controlled speed, not exceeding 10 miles per hour. This must be done as soon as the sign is seen. An attempt must be made immediately to contact the train dispatcher.

Unless released by the train dispatcher, the train must not exceed the above noted speed for either:

1. Two mile after the leading end of the train passes the Temporary Reduce Speed Sign, or

2. Until the rear of the train passes a Temporary End Restriction Sign.

46. Trains using other than main or signaled tracks must move at a speed that will permit stopping within one-half the range of vision, short of a train, a car, an obstruction, a derail or an improperly lined switch, on-track equipment or a stop signal.

Trains moving on sidings may expect switches connected to the siding to be lined for movement on the siding.

The following speeds must not be exceeded:

1. **Tracks**
   a. 25 MPH on non-signaled sidings

   b. 10 MPH on other than main tracks, or signaled tracks, and

   c. 5 MPH within an engine servicing area or car shop repair area.

2. **Turnouts and crossovers**
   a. 15 MPH through hand-operated turnouts and crossovers to and from the main track, unless equipped with a signal, and

   b. 10 MPH through hand-operated turnouts and crossovers, other than to and from the main track.

47. When a signal system is suspended or when a train is moving against the current of traffic, the maximum speed permitted is:

1. 59 miles per hour for passenger trains, and
2. 49 miles per hour for other trains.

48. A passenger train handling multi-level auto-rack or auto frame equipment (Auto Train) may operate at passenger train speed. It may not exceed 70 miles per hour.

49. Trains operating on excepted track must not exceed 10 miles per hour.

Types of trains which may operate on excepted track are limited by the definition of excepted track.

50. Control of Train Speed

1. If the engineer fails to control the train in accordance with a signal indication or restriction imposed upon his train, other members of the crew must:

   a. Caution the engineer and, if necessary,

   b. Take action to ensure the safety of the train, (including stopping the movement).

2. A train must be stopped using an emergency application of the air brakes on descending grades of one percent (1%) or more, as designated in special instructions, if:

   a. The automatic braking system fails to respond normally, or

   b. The train's speed reaches 5 mph more than the maximum speed permitted for that train.

3. After stopping the following actions must be taken:

   a. Apply handbrakes to secure the train

   b. Recharge the air brakes and a make a minimum reduction

   c. Visually inspect each car to determine that the brake shoes are against each wheel

   d. Contact the train dispatcher

The train may proceed only after authorization from the superintendent, or his/her designated representative.

Train Protection

70. Providing Warning

1. **General Requirements**
When providing warning, employees must go out in the proper direction(s) the distance prescribed in the table below.

Where Authorized Speed for Track to Protect Is:	Minimum Distance Required To Provide Warning Is:
20 MPH or less	¼ mile
Between 21 and 30 MPH	½ mile
Between 31 and 40 MPH	1 mile
Between 41 and 90 MPH	1½ miles
91 MPH or greater	2 miles

Crew members providing warning must not permit other duties to interfere with the protection of their train. The Conductor and Engineer are responsible for protection of their train.

Warning is not required when relieved by the train dispatcher or communication is established between the movements affected.

2. **Warning Against Trains on Adjacent Tracks**
Unless relieved by the train dispatcher**,** three steps must be followed to provide warning against approaching trains on adjacent tracks. Employees equipped with flagging equipment must:

a. Place a lighted fusee immediately on any adjacent track at the head of the train,

b. Go out at least the distance prescribed by the table in section (a) of this rule.

c. Toward the approaching train if required.

The employee providing warning must remain at that location until warning is no longer required.

3. **Warning Against Following Trains on Same Track**
Flag protection against following trains on the same track is required where there is only one block or controlled point signal to the rear of the train, and following trains are not required to approach that signal at Restricted Speed or prepared to stop. Where such locations exist, they will be listed in a Timetable Special Instruction, which will include procedures stating when and how flag protection against following movements must be provided.

4. **Warning For The Head-End Of Train**
When rules require warning for the head-end of the train, a crewmember with flagging signals must:

a. Go forward immediately at least the distance prescribed in the table above or special instructions,

b. Display one lighted fusee, and

c. Remain at that location until recalled.

5. **Return Movement to a Portion of a Train**
Return movement may be made when a portion of a train is left on a main track or siding. Return movement must be made at Restricted Speed. A crew member must be stationed on the leading end of the return movement to protect against the detached portion of the train.

6. **Inadvertently Fouling Main Track**
When a train inadvertently fouls the main track, protection must be provided against trains on that track in both directions at least the distance prescribed in the table above.

Protecting Work Locations

71. Flagged Trains
Engineers and conductors of flagged trains must comply with flagman instructions.

Exception: When there is no flagman present at the flag location, the following procedure will apply.

1. The train approaching the location must stop short of the location,

2. Notify the train dispatcher,

a. The train is stopped,

b. No flagman is present, and

c. That workers are or are not at the location.

3. If the work force is present, and if feasible, a crew member must provide warning to the workman prior to the train proceeding,

4. After the above safeguards are complete the train will sound engine horn warning 14(l) and then proceed at restricted speed until the head end of the train reaches the far limits identified in the flagging instructions.

72. Employee's Duties

1. **All Assignments**
Flagman responsible for protecting the safe movement of railroad equipment at locations where authorized private contractors are working must comply with the following.

a. Have proper flagging equipment;

b. Determine the specific locations including the tracks that may be fouled by the contractor equipment;

c. Instruct the contractor to yield sufficiently in advance to avoid delay to rail movements, if practicable;

d. Determine the track(s) and time of the work to be covered. Establish a clear understanding with the contractor forces that limits will not be exceeded nor occupied without permission of the assigned flagman;

e. He must ascertain which track the approaching movement is located and that all contractor equipment and personnel are clear of that track before permission for rail movement is given;

f. Remain in visual and/or oral contact with the contractor equipment and/or oral contact with the contractor's employee-in-charge, keeping him fully advised of pending rail movements;

g. When workers request permission to obstruct a track, the employee assigned to protect the work location must not permit movements\ to enter the work location until the track is no longer obstructed.

h. Not absent himself from the work area until:

(1) Assured that the contractor, for that tour of duty, has completed his work that affects rail movement and that all contractor equipment is and will remain in the clear; or

(2) Relieved by another assigned employee; or

(3) Permission is received from a supervisor.

i. Inform the person responsible for the tracks when contractor work is completed for that tour of duty.

j. A flagman must not permit other duties to interfere with his providing flag protection.

k. If workers fail to comply with instructions of the employee, he must report the incident immediately to the employee responsible for the track.

l. If an event occurs that would interfere with the safe passage of trains, the employee must take immediate action to stop movements by radio communication and notify the employee responsible for the track.

If protection cannot be immediately ensured, or if communications fail, warning must be immediately provided.

2. **Assignments to Protect Controlled Tracks**
In addition to the requirements of paragraph (a) of this rule flagman reporting for assignments to protect work location on main tracks, signaled tracks and sidings will also comply with the following.

a. Inform the train dispatcher of what equipment is being protected, the work location and obtain train location information;

b. Communicate with the train dispatcher at time intervals not exceeding two hours and more often as necessary; and

c. Obtain a copy of the appropriate dispatcher message and determine the track(s) and time of the work to be covered. Establish a clear understanding with the contractor forces that those limits will not be exceeded nor occupied without permission of the assigned flagman;

Removing a Track from Service

73. Establishing Out-of-Service Limits
1. **Tracks may only be removed from service under the following conditions:**

a. When a track is rendered inoperative by storm or flood,

b. When a track is disrupted for other cause and prompt restoration cannot be effected, or

c. When construction work necessitates the temporary removal of the track from service.

2. **Action Required Prior to Issuing an Authority to Remove a Track From Service**
The train dispatcher must not issue the Form EC-1 authority until:

a. The track to be used is clear of opposing and conflicting movements that are not part of the work group and no opposing or conflicting movements have been authorized, and

b. Controlled signals leading to the affected track are in Stop position, and

c. Where required, blocking devices are applied to the controls of switches and signals leading to the affected track.

These signals must not be displayed for movement leading to the out-of-service limits, except as provided for in Rule 73-A.

3. **Establishing Out-of-Service Limits**
Each end of the out-of-service limits must be defined by one of the following physical features:

a. A whole mile post, or

b. A station, or

c. Other physical characteristic location.

4. **Entering or Occupying Out-of-Service Limits**
a. Movements may enter the out-of-service limits after:

(1) The crew has a copy of the EC-1 or dispatcher message Form T, and

(2) The person in charge of the movement has received permission from the employee in charge, listed on the EC-1 instruction or dispatcher message Form T, of the out-of-service limits.

(3) If movement to the out-of-service limits will involve passing a Stop Signal, the train dispatcher may then authorize movement.

b. The employee in charge of the out-of-service limits must make a written record, which includes:

(1) The name of the person in charge of the equipment, or train identification.

(2) Time permission to enter is given.

(3) Time determined the equipment is clear of limits.

5. **Operation Within Out-of-Service Limits**
Movements will,

a. Move under the direction of the employee in charge,

b. When necessary in non-signal TWC territory, after the work train is within the work limits the engineer will notify the train dispatcher to cancel the TWC authority,

c. Unless otherwise instructed, be subject to the indications of fixed signals,

d. Move at restricted speed,

e. Not leave the out-of-service limits without verbal instructions of the train dispatcher, and

f. In signal territory, not operate switches within the out-of-service limits without permission of train dispatcher and the employee in charge.

6. **Returning the Track to Service**
When the track is to be returned to service, the employee in charge of the out-of-service track must:

a. Notify the train dispatcher of any restrictions necessary for the safe passage of trains, and

b. Unless arrangements are made with the train dispatcher, all track cars and trains must be clear of the track.

73-A. Movement within In-Service Portion of Track
In signal territory, when a portion of track between controlled points, is removed from service, movements within the in-service portion of track must be made as follows:

1. **Movements in Direction of Out-of-Service Track**
Movements in the direction of the out-of-service track must be notified of the out-of-service limits by Dispatcher Message Form T or Form EC-1.

Train dispatchers must not display signals nor give authority for movements in the direction of the out-of-service track until Dispatcher Message Form T or Form EC-1 has been issued.

2. **Movements Entering In-Service Track**
Movements operating in the out-of-service portion of the track must not enter the in-service portion without signal indication and permission of the train dispatcher.

Train dispatchers must not use out-of-service track limits for the purpose of protecting against conflicting or opposing movements.

Work Force Limits

89. Work Limits

1. **Entering and Moving Within Work Limits**
A train holding a Dispatcher Message Form "W" or EC-1 instruction, in effect, must not proceed beyond the point designated or make an initial movement within the limits until the engineer is given permission by the roadway worker in-charge. If this permission is given by radio, the milepost location of the conditional stop sign or the limits the train is being authorized to pass must be stated.

If necessary, the roadway worker in-charge may instruct a train to proceed to one intermediate milepost location and stop. The train must not proceed beyond the intermediate milepost until the roadway worker in-charge gives the train permission to proceed through the remaining portion of the limits.

All movements unless otherwise instructed by the roadway worker in-charge or restricted by rules/special instructions, will be at controlled speed not exceeding 20 MPH until head end reaches the far limits.

2. **Signs**
The train dispatcher must be notified if a conditional stop sign is not found at the point designated by dispatcher message or Form EC-1.

Trains must not enter or move within the designated limits, prior to the effective time, unless the head end of the train can clear the limits before the effective time.

Exception: The roadway worker in-charge may grant permission to enter or move within the limits prior to the effective time.

3. **Reverse Movements**
A reverse movement may only be made as permitted by the roadway worker in-charge in accordance with the operating rules.

4. **Work Trains**
A train performing work for a roadway worker in-charge will,

a. Be considered as part of the work force,

b. In non-signal, after the work train is within the work limits the engineer must promptly notify the train dispatcher to cancel the block authority,

c. Move under the direction of the roadway worker in-charge,

d. Be subject to the indications of fixed signals,

e. Move at controlled speed not exceeding 20 mph, and

f. Not leave the work limits without verbal instructions of the train dispatcher.

5. **Additional Permission**
A train stopped for reasons other than directed by the roadway worker-in-charge must not make further movement until:

a. The conductor or engineer notifies the roadway worker in-charge:

(1) Where the train is, and

(2) Why the train has stopped.

b. Permission to move is received.

89-A. Train Coordination
Train coordination protection may be established within segments of a track upon which a train holds exclusive authority to move.

To establish train coordination protection, the roadway worker/employee-in-charge must obtain assurance from the train crew that no movements will be made without permission and under the direction of the roadway worker/employee-in-charge.

The train must be stopped, and be visible to the roadway worker/employee-in-charge when train coordination protection is established.

The train crew will not give up their authority within the working limits until the roadway worker/employee in-charge has released the working limits to the train crew.

When train coordination is no longer required, the roadway worker/employee-in-charge must advise the train crew.

90. Train In Emergency
1. **Radio Transmission**
When a train is moving and emergency application of the brakes occurs, crew members must immediately initiate an emergency radio transmission, in the manner of the following example:

"Emergency, Emergency, Emergency. Train Q135-22 engine 6605 is in emergency moving east on No. 2 track at MP ANB 78.0"

Following the emergency transmission, use the emergency channel to notify the train dispatcher,

a. Train identification,

b. Location of the head end of the train after stopping,

c. The mile post location one train length preceding the emergency air brake application.

d. Situation as known at the time, and

e. If there are any adjacent tracks.

The train dispatcher will inform the conductor of the adjacent tracks he cannot protect.

2. **Warning for Adjacent Main Tracks and Sidings**
After the train has stopped, provide warning for any adjacent track the train dispatcher cannot protect. This warning will be maintained until:

a. It is known that tracks are not obstructed. or

b. Relieved by the train dispatcher.

3. **Inspecting Train and Track**

a. **When There Are Adjacent Tracks**
A walking inspection of the entire train must be made before movement resumes to ensure that no cars have derailed, no load has shifted, and no other condition exists that may endanger other train movements.

Exception: If the following occurs immediately, a roll-by inspection may be performed by a crew member or a qualified employee.

(1) Train brakes are released and

(2) Brake pipe pressure is being restored at the rear of the train, and

(3) Visual inspection from the head of the train does not suggest any unsafe conditions.

b. **When There Are No Adjacent Tracks**
When train brakes are released and brake pipe pressure is being restored at the rear of the train, and visual inspection from the head of the train does not suggest any unsafe conditions, train may proceed.

When brake pipe pressure is not being restored at the rear of the train a walking inspection of the train and the track structure under the train must be done to determine what action is necessary to make the train safe to proceed. If the problem is a repairable brake in the trainline and the brake pipe pressure is restored at the rear, the remaining portion of the train may be given a roll-by inspection.

c. **Key Trains** When a moving "Key Train" is stopped by an emergency brake application, or by some unknown cause, make a walking inspection of the entire train for derailed or defective cars.

d. If the train is stopped at a place where it cannot be safely inspected (e.g.: bridge), the train may be moved, if conditions permit at 5 MPH, to the nearest place where it can be safely inspected.

4. **Inspection Reveals a Derailment**
If the inspection reveals a derailment, continue inspection behind the train to the initial point of the derailment to ascertain any additional problems.

5. **Train Dispatcher Notification**
The train dispatcher must be given the following information:

a. Train identification,

b. Location of the head end of the train after stopping from the emergency air brake application; and

c. The mile post location one train length preceding the emergency air brake application.

d. The results of the inspection.

6. **Other Train Movements**
All trains receiving information that a train is in emergency on an adjacent track will be governed as follows and after stopping contact the train dispatcher.

a. A train that is operating in the same direction as the train reported in emergency must operate at Restricted Speed from 1 mile before the reported location and unless otherwise instructed, stop before passing the rear of the train in emergency.

b. A train that is operating in the opposite direction of the train reported in emergency must stop before passing the head-end of the train in emergency.

Note: Unless there is an apparent emergency, the train moving on the adjacent track will stop consistent with good train handling.

7. **Responsibilities of the Train Dispatcher**

a. **Trains Passing Train In Emergency**
The train dispatcher will advise the crew of the train in emergency that other movements will be authorized to pass on the adjacent track at restricted speed if the train in emergency does not have

(1) Hazardous material cars or

(2) All hazardous material cars have been inspected with nothing found.

Trains receiving permission to pass a train in emergency on an adjacent track will operate at restricted speed until the leading end of the train has passed the furthest end of the standing train.

b. **Next Train to Pass Over Section of Track**
Following notification from a train crew that their train has been stopped by an emergency application of the train brakes, the train dispatcher must give the next train to pass over this section of track the mile post location described in Item 5 above.

This train must be instructed to move at Restricted Speed until the leading end has reached the furthest end of the designated location, looking out for and reporting any irregularity to the train dispatcher.

Passenger Trains Making Station Stops

91. When a passenger train is receiving or discharging passengers on the side toward a station platform, trains must not pass between it and the station platform.

91-A. A passenger train routed to a track for a station stop when a main track or signaled siding is between the train and the station platform, must stop before arriving at the station. Before proceeding, the passenger train will obtain assurance from the train dispatcher that protection for passengers crossing the track adjacent to the station platform is being provided. The stop before reaching the station is not necessary when the track adjacent to the station platform is out of service. It is also not necessary when oral or written assurance is already provided.

The train dispatcher must not give a train such assurance until it has been determined that all trains approaching the location are advised how to proceed to insure passenger safety. Signals governing entrance to that track must be placed at stop and blocking devices applied.

Movement Of Trains

92. The train dispatcher will supervise the movement of trains and on-track equipment on controlled tracks.

94. Main Track Designation
Main tracks, including the appropriate authority for movement, are designated in special instructions. Main Tracks will be used on the direction of the train dispatcher.

The following main track designations apply:

1. The track to the north for East/West Subdivisions and the track to the west for North/South Subdivision is identified as No. 1 Track.

2. The track to the south for East/West Subdivisions and the track to the east for North/South Subdivisions is identified as No. 2 Track.

3. Where three (3) or more main tracks are in service, their numbered identifications will be designated in special instructions.

95. Siding Track Designation
Sidings are designated in special instructions, and will be used on the direction of the train dispatcher for the purpose of meeting and passing of trains. The following siding track designations apply:

Controlled Siding: A siding equipped with controlled signals. Such signals authorize trains to enter or leave the siding only.

Signaled Siding: A siding equipped with block signals that govern train movements on the siding.

On signaled siding tracks, trains will be governed by block signals. Block Signal indications will authorize the trains' movement. Signal rules will apply.

95-A. Entering and Moving Within A Siding

Trains must not enter a siding track except by signal indication or by permission of the train dispatcher. The train dispatcher's permission will also include siding occupancy information.

Trains that are required to take siding must head in at the first switch when feasible.

The train must be protected before movement may be made beyond the first switch, if necessary to

1. Pull by and back in, or
2. Enter the siding at other than the initial switch.

Exception: Protection is not required if authority to occupy the main track is provided.

95-B. Clearing In A Siding

When a train clears on a siding track that is not provided with a signal to govern the movement from the main track, the conductor or the engineer must report clear to the train dispatcher.

95-C. Leaving Unattended Equipment

Equipment must not be left on sidings, except when permitted by the train dispatcher or in an emergency. The train dispatcher must be informed of any condition affecting the use of a siding.

96. Other then Main Track

Tracks other then main tracks may or may not be designated in special instructions.

Trains may use tracks, other than main tracks, signaled tracks or sidings, without permission. (See Rule 46).

97. Trains must approach the following locations prepared to stop, unless the switches are properly lined, the signals authorize movement to proceed and the track is clear:

1. The end of two or more main tracks,
2. Junctions, and
3. Drawbridges.

Railroad Crossings At Grade

98. Trains must approach railroad crossings at grade prepared to stop unless the signals authorize movement to proceed and the track is clear.

98-A. If avoidable, cars must not block a railroad crossing at grade, when the engine is detached.

98-B. Engines or cars must not be detached and left standing at the following locations:

1. Between the opposing signals governing movement over a railroad crossing at grade, or
2. Between the derails protecting such crossing.

98-F. At railroad crossings at grade equipped with "Stop" signs, trains must stop clear of the crossing, unless the crossing is protected by a flagman. The train will not proceed until it is safe to do so.

Highway-Rail Grade Crossings

100. When cars or engines are shoved, or kicked over a public crossing at grade, or when trailing units of an engine are backed over such crossing, protection is required. A trainman must protect the crossing from a point on the ground at the crossing where he will be in a position to stop pedestrian and vehicular traffic. He must do this until the leading end of the movement has covered the crossing. Each movement over the crossing must be made only on the trainman's signal.

Such protection is not required when:

1. The crossing is protected by an employee or the automatic grade crossing warning devices are functioning; or
2. Cars are shoved over crossings at a speed not in excess of 5 miles per hour and the leading end of the leading car is equipped with both a back-up air brake hose or pipe and an air whistle under the control of a crewmember. When a back-up air brake hose or pipe is used, it must be known that brakes can be controlled by this device before the movement begins.

100-A. When an engine engaged in switching is operated in the lead over a public crossing at grade, the crossing must be protected by a trainman, by a crossing watchman, or by an automatic grade crossing warning device. This protection is not required when:

1. A crew member has an unobstructed view of approaching pedestrian and vehicular traffic, or
2. The speed of the movement is not in excess of 5 miles per hour.

100-B. A train operating at Restricted Speed must approach public crossings at grade that are equipped with automatic grade crossing warning devices, prepared to stop. It must do so until it is determined that the warning devices are operating. If such devices are not operating, protection must be provided.

100-C. Motorists and pedestrians must not be given a signal to proceed over a crossing until the way is safe. When it is necessary to give hand signals to other members of the crew while on or near a public crossing, the signals should be concealed from the view of approaching motorists. This must be done insofar as it is practical to do so. If not practical and if the movement of the vehicles would conflict with the train movement, signals should be given with the other hand to warn motorists to stop.

100-D. Trains or cars must not stand on crossings more than a reasonable time without being uncoupled, in order to permit safe passage of pedestrians and of vehicular traffic. Municipal ordinances must be obeyed. When crossings are opened, they must be cleared the distance prescribed by Rule 100-G. If possible, while awaiting passage of trains on adjacent track(s), a crew member must provide protection at opened crossings until the crossings are closed.

100-E. ***The following instructions concern automatic grade crossing warning devices:***

1. Unnecessary operation of automatic grade crossing warning devices is prohibited. Trains and equipment must remain clear of insulated joints at grade crossings.

Exception: When operating conditions require, prior to any movement stopping beyond the insulated joints, the train dispatcher must be notified to obtain information concerning approaching movements. Train crews are responsible for providing proper warning.

2. When a train or switching movement is, delayed or stopped within 4,000 feet of a crossing, or on other than a main or signaled track, movement toward the crossing must proceed prepared to stop and must not foul the crossing until,

A. Proper warning is provided by,

- ***The warning device(s) operating properly, or***
- ***An employee standing at a point on the ground to stop pedestrian and vehicular traffic, and***

B. Sufficient time is provided to allow pedestrian and vehicular traffic to stop.

3. Some tracks are provided with start or restart circuits for the warning devices that extend only a short distance from the crossing. Where restart signs are provided, if it is necessary for a train to stop on an approach circuit to a grade crossing, the stop should be made before passing the sign, if feasible.

4. At crossings equipped with motion detectors, caution must be used when stopping and starting or when moving less than 3 miles per hour in the area. This is because motion-sensing controls permit the crossing warning devices to cease and the vehicular traffic to proceed when:

A. There is no movement toward the crossing, or
B. The movement is made at less than 3 miles per hour.

5. At a crossing equipped with a constant time motion detector, a train must not increase speed between the beginning of the approach circuit and the crossing.

6. Manual Stopping Of Automatic Grade Crossing Warning Devices.

When operating conditions require the manual stopping of automatic grade crossing devices the train dispatcher must be notified prior to operating these devices to obtain information concerning approaching movements.

Train crews are responsible for the proper operation of all manual stopping devices as prescribed in special instructions, and as posted at road crossing location.

The train dispatcher must be notified immediately when the operation of a manual interruption of the automatic grade crossing warning device does not function properly.

Manual operation must not be used when a train is occupying the crossing.

When the warning is stopped manually, no movement may be made over these crossings until:

A. Alternate warning is provided by on-ground personnel, or
B. The automatic warning devices are re-activated and proper warning is provided. If the crossing is equipped with gates they must be in the horizontal position before movement enters the crossing.

At locations where stopping the automatic warning devices affect adjacent tracks, an employee must provide proper warning by;

A. On-ground personnel, or
***B. Re-activate the automatic warning devices p*er posted instructions.**

7. Crossing protection must be provided when:

A. Crossing gates are not in the lowered position before the movement fouls the crossing;
B. Flashing lights are not actuated at least 20 seconds before the movement fouls the crossing; or
C. Automatic grade crossing warning devices are provided, but circuits are not provided for all tracks and one of such tracks is to be used.

When necessary to provide protection, an employee must protect the crossing, standing at a point on the ground at the crossing where he will be in a position to stop pedestrian and vehicular traffic until the leading end of the movement has covered the crossing. When the warning devices are not functioning, lighted fusees must be placed on each side of the crossing, as added protection.

100-F. The following instructions concern "unsafe motorist" reporting.

1. A call must be made to the police communication center at 1-800-232-0144 concerning the following:

a. The failure of drivers of school buses or of motor vehicles carrying dangerous commodities to stop at crossings.

b. The failure of drivers of commercial vehicles or school buses to observe reasonable precautions at crossings when trains are approaching.

Note: If you do not have mobile access, the train dispatcher can relay the information.

2. For the failure of drivers of other types of vehicles to observe reasonable precautions at crossings when trains are approaching, use the "Grade Crossing Safety Violation/Trespasser" card.

100-G. When practicable, cars or other equipment must not stand or be left either within 100 feet of crossings equipped with automatic grade crossing warning devices. Also, they must not stand or be left within 200 feet of crossings not so equipped.

100-H. When accidents occur at crossings equipped with signals, the crew must observe whether or not the signals are functioning.

100-I. When equipment is standing and obscuring highway traffic's view, an employee must protect the highway traffic against movement on adjacent tracks.

Grade Crossing Signal System Safety

100-J. The following table will apply, when notified of a malfunction of the automatic highway-rail grade crossing warning systems. Crossing warning, horn signal 14(l), will be sounded regardless of Stale Law or Ordinances to the contrary.

Malfunction of Automatic Warning at High-Way Grade Crossing		
Warning	**Activation Failure**	**False or Partial Activation**
(a) Flaggers for each direction	Normal Speed	Normal Speed
(b) Police Officer Present	Normal Speed	Normal Speed
(c) Flagger present, but not one for each direction of traffic	Proceed with caution – maximum speed of 15 mph	Proceed with caution - maximum speed of 15 mph
(d) No Flagger/ No Police	**Must Stop.** Crew member flag traffic and reboard.	Proceed with caution - maximum speed of 15 mph

Note: Unless informed, that appropriate flaggers are in-place to provide warning, by

(1) Special instruction, or

(2) Dispatcher message or

(3) EC-1 instruction,

all trains notified of an activation failure must stop and a crew member flag the crossing or when notified of a false or partial activation proceed with caution not exceeding 15 MPH.

Switching Cars

103. When cars are shoved and conditions require, a trainman must take a conspicuous position on the leading car. At night, the trainman must display a white light.

103-A. Employees must observe the following precautions while switching:

1. When coupling or shoving cars, take precaution to prevent damage or fouling of other tracks. When necessary, stretch the slack to ensure that cars are coupled.

2. Make couplings at a speed of not more than 4 miles per hour.

3. Before placing cars in a track, ascertain that there is sufficient room in the track to hold the cars. When there is a possibility of cars being shoved or of cars rolling the entire length of a track, a trainman must protect the movement, unless otherwise provided.

4. When engines are working at both ends of a track, precautions must be taken to avoid injury or damage.

5. Before coupling to or moving cars that are being loaded or unloaded, notify persons in, on, or around the cars. When required to prevent damage, the load must be trimmed or braced. Gang planks, spouts, conveyors, hose connections and similar devices must be removed and cleared before cars are coupled to or moved. Reports of conditions received from industry personnel do not relieve Company employees of compliance with these requirements. Cars set back must be returned to their original locations, unless the crew is instructed otherwise.

6. At locations where it is known that the track is subject to be fouled by debris, or where the track is subject to a buildup of sand, gravel, snow, ice or similar matter, precautions must be taken before movements are made on the track.

7. Cars must be secured to prevent their rolling away before coupling to cars when:

   a. Standing on grade,

   b. Near the ends of track, derails, gates, public crossings, or

   c. Being loaded or unloaded.

8. When feasible, cars must not be uncoupled on curves or in turnouts. Instead, the cars must be left on straight track to permit safe coupling.

9. When coupling equipment, particularly in turnouts or in curves, it must be known that couplers and knuckles are properly positioned to prevent damage due to bypassed couplers.

10. Passenger or camp cars must not be kicked. Cars must not be kicked into a track on which there are passenger or camp cars.

11. The practice of making a running switch is prohibited. This prohibition does not apply to dropping cars by from a static drop. This is when the hand brake is released on standing cars and gravity provides the energy for car(s) to move past the standing engine on another track.

Before switching passenger equipment or occupied cars, air must be coupled and functioning properly. If camp cars are involved, occupants of such cars must be notified about the switching. Automatic brakes must be used in such switching.

When coupling passenger or camp cars, caution must be used to avoid rough handling. Couplers must be fully compressed. After coupling appears to have been made, the couplers must be stretched. It then must be ascertained that the knuckles are locked before making air connections.

103-B. When making a coupling, stretch the slack at the coupling to ensure the couplers are locked.

103-C. A test must be made to ascertain that the hand brakes are in good operational condition before hand brakes are used to:

1. Control speed, or
2. Secure cars

Crews are prohibited from moving cars with hand brakes applied, except when it is necessary to control the movement or to test the hand brakes.

103-D. Cars left standing on a track must be clear of other tracks where practicable. A minimum of 10 percent, but not less than one hand brake, must be applied to hold the cars. If such cars are on a heavy grade, the wheels must be chocked or chained.

Air brakes must not be depended upon to hold cars of a train when the engine is detached.

A car set out without an operative handbrake must be accompanied by at least one car with an operative handbrake. Notify the train dispatcher when this is necessary.

When cars are to be left standing on a grade, handbrakes should be applied on the low end of the cut of cars. Slack must be bunched in such cars. When cars standing on a grade are to be picked up, the hand brakes must not be released until the engine has been coupled.

103-E. ***Hand brakes must be applied and tested on all locomotives left unattended.***

Exception: Engine consists left unattended within a locomotive servicing track facility must have a minimum of one hand brake applied and tested.

103-G. When humping operations are being conducted in a hump yard equipped with remotely controlled switches and it is necessary,

1. To couple an air hose or
2. To adjust a coupling device or
3. For an employee to place himself between rolling equipment or
4. To enter the track with equipment,

the following protection must be provided against cars being released from the hump into the track involved:

a. The employee controlling any remotely controlled switch that provides access from the apex of the hump to the track on which the rolling equipment is located must be notified;

b. Upon such notification, the operator of such remotely controlled switch must line the switch against movement to the affected bowl track. The operator must apply, or must have applied a blocking device to the control for that switch; and

c. The operator must then notify the employee that the required protection has been provided. The operator will remove the locking or blocking device only after he has been notified by the employee that the protection is no longer required on that track.

103-H. When a train assists another train, the engine performing such service must first be detached from its train. If the train to be assisted is to be pushed, the following must also occur:

1. The train to be assisted must be stopped when being coupled to by the helper engine;
2. Air hoses must be coupled,
3. Angle cocks must be open,
4. The helper engine must have its automatic brake valve cut out,
5. Before proceeding, a brake application and release test must be made to ascertain that the brakes apply and release.

Trains carrying passengers must not be shoved by a helper engine.

Handling Switches

104. The employee handling switches, derails, track skates or gates is responsible for the position of these devices. This does not relieve other crew members of such responsibility, if they can see the position of the devices.

104-A. The normal position for hand-operated switches on a main track, signaled track, or siding is for movement on those tracks.
The normal position for hand-operated crossover switches is for straight-away movement.

The normal position for hand-operated scale track switches is for movement away form scales.

Other hand-operated switches have no normal position.

The normal position for derails is derailing position.

104-B. A train must not foul a track until the switches and derails connected with the movement are properly lined and the normal route is seen to be clear. In the case of a spring switch, a train must not foul a track until the normal route is seen to be clear.

Both switches of a crossover must be properly lined for the crossover before a train starts to make a crossover movement. If the switch at one end of a crossover is changed, the switch at the other end must be lined to avoid a conflicting route. The movement must be completed before either switch is restored to normal position.

At crossovers equipped with center-locking devices, the center lever must first be reversed. The switch at each end may then be reversed. After the movement has been completed, each switch must be restored to normal position. The center lever then must be restored to normal position and locked.

When a movement is to be made through a crossover located between a main track and an auxiliary track equipped with a bolt-locked switch, first, the main track switch and then, the auxiliary track switch must be reversed. After the movement has been completed, the auxiliary track switch and then, the main track switch must be restored to normal position.

A switch equipped with a pipe-connected derail must be properly lined for the movement before the signal is given to move. The switch must not be restored to normal position until the movement has cleared both the derail and the switch.

104-C. ***Employees lining switches must ascertain that:***

1. ***The route is lined for the movement,***
2. ***The switch points fit properly, and***
3. ***The lever is secured.***

A switch that provides access to a controlled track must not be opened unless authorized by the train dispatcher. This may only be authorized by signal indication or by permission of the train dispatcher. A switch must not be lined for a diverging movement of an approaching train until the employee attending the switch has contacted the crew of the train affected to ensure,

1. ***Movement is to use the turnout or crossover,***
2. ***Understanding the switch will be lined for their movement, and***
3. ***Movement will approach the switch location under control to prevent operating through an improperly lined switch.***

When kicking cars, a switch must not be lined for a following car going to another track, until it is known that the proceeding car will clear the route.

104-D. Switches must not be restored to normal position until the movement is clear of the track involved. Such switches must be restored to normal position before:

1. The movement is reported clear, or
2. A proceed signal is given to another train.

104-E. Switches and derails must be lined in normal position, except when changed for immediate movement. They must be locked or hooked, if so equipped. Derails will be kept in normal position, whether or not there are cars on the track that they protect. The employee who locks a switch or derail must ascertain that the lock is securely fastened.

104-F. A switch or a derail must not be left in other than normal position. The only exception to this is when the switch or derail is left in the charge of a crew member of another train or the train dispatcher directs otherwise.

104-G. A switch or derail must be secured or protected and a report must be made to the train dispatcher or to the yardmaster when a:

1. Switch or derail is found improperly lined or defective; or

2. Lock is defective or missing where a lock is normally provided.

104-H. Crew members of a standing train that is to be met or passed by another train must position themselves at least 30 feet from the switch(es) associated with the route of the expected train.

104-I. Rules 104 through 104-H apply when the following are operated by hand:

1. Power-operated switches,

2. Power-operated derails; or

3. Spring switches.

104-J. Movement must not be made when performing work at industries equipped with gates, doors, movable bridges, or derails until:

1. The gates or doors are fully opened and secured,

2. The movable bridge is properly positioned and secured; and

3. The derail, if equipped, is removed after 1 and 2 of this rule are completed. The only exception is where the derail controls the operation of the gates, doors or movable bridges.

After the work is completed gates, doors, and derails must be restored to normal position and secured.

Spring Switches

104-K. Spring switches are identified by the letter “S” or the letters “SS” on the switch stand or on a nearby post. The locations and normal position of spring switches are designated in special instructions.

Trailing movements may be made through a spring switch when the points are in normal position. If a train is stopped on a spring switch when making a trailing movement that springs the switch points, a reverse movement must not be made nor slack taken until the switch has been manually placed in its proper position.

Spring switches must not be spiked or blocked until protection for trailing movements has been arranged.

In non-signaled territory, trains must approach spring switch signals prepared to be governed by the aspect displayed.

104-L. In non-signaled territory, a spring switch signal will govern facing point movements over the switch. Trains must approach spring switch signals prepared to be governed by the aspect displayed. It will display the following aspects for such movements:

1. **Color Position Light Signals**
   a. Two lunar lights indicate that the switch is properly lined in normal position;

   b. Two red lights with a white marker light indicate that the switch is properly lined in reverse position; or

   c. Two red lights without a white marker light indicate that the spring switch may not be properly lined.

2. **Color light Signals**
   a. A green light indicates that the switch is properly lined in normal position.

   b. A red light indicates that the switch may not be properly lined.

104-M. A spring switch must be tested prior to making a facing point movement:

1. In non-signaled territory, when the spring switch signal indicates that the switch may not be lined properly; or

2. In signaled territory, when a Stop, Stop and Check, Restricted Proceed, or Grade aspect is displayed by a signal governing facing movements over a spring switch.

The testing must be done by operating the lever back and forth, until the switch points are seen to move with the movement of the lever. Then the switch must be lined for the route to be used. The points must be examined to see that they fit properly.

This does not relieve employees of complying with block signal rules governing Stop, Stop and Check, Restricted Proceed, or Grade.

Electric Locked Switches

106. The conductor or the engineer must obtain permission of the train dispatcher before an electrically locked switch or derail may be operated in order to:

1. Enter a signaled track, or
2. Cross over from one such track to another.

At certain locations, permission may be granted through the use of an indicator light.

Permission of the train dispatcher is not required before operating an electrically locked switch to enter a non-signaled track from a signaled track.

A train on a signaled track must occupy the portion of that track immediately ahead of (within 100 feet) the switch, to permit the switch to be unlocked.

When an electric lock cannot be unlocked through normal operations, the train dispatcher may permit the conductor or the engineer to break the seal and to operate the emergency release feature, when this feature, is provided. The train dispatcher must notify the proper signal department authority of such occurrence.

Centralized Train Dispatching System (CTDS)

Dispatcher Bulletins

120. Dispatcher bulletins contain dispatcher messages(s) in the prescribed form. Words in a dispatcher message must not be enclosed in brackets, circles or other characters.

120-A. Before occupying a main track, signaled track or siding employees must receive a:

1. Dispatcher bulletin and a release form, or
2. Dispatcher bulletin per rule 124.

121. Each dispatcher message listed on a dispatcher bulletin must have a

1. Sequential item number
2. Dispatcher message number and
3. Total number of lines in the dispatcher message

122. Only one release form and dispatcher bulletin (Consisting of two or more copies) will be sent to a designated train at any one station.

Exception: A corrected bulletin may be sent after the conductor or engineer has notified the train dispatcher the original bulletin has been destroyed. The new dispatcher bulletin number must be confirmed.

123. The conductor and engineer must

1. Obtain a legible copy of a dispatcher bulletin,
2. Determine that all documents correspond and
3. Confirm their understanding of the requirements.

Other crewmembers must read and understand the requirements of the dispatcher bulletin.

If the release form is not available when reporting for duty, the conductor or engineer must promptly contact the train dispatcher.

123-A. When a dispatcher bulletin does not contain the correct conductor or engineer name and ID the train dispatcher must be notified to confirm the dispatcher bulletin number.

Exception: Conductors and engineers called to work yard assignments are not required to contact the train dispatcher.

123-B. The conductor or engineer must contact the train dispatcher when more than four hours have elapsed between the time shown at the bottom of the release form and the time the crew goes on duty.

124. The train dispatcher may transmit a release form immediately after transmitting the dispatcher bulletin.
If the release form is not received at the same time as the dispatcher bulletin, the conductor or engineer must immediately contact the train dispatcher.

The train dispatcher may transmit a release form or orally release the train with the conductor or engineer.

When the train is orally released the conductor or engineer will repeat to the train dispatcher:

1. The dispatcher bulletin number, and
2. The total amount of dispatcher messages.

The train dispatcher will then give his "OK" the time and his initials which must be recorded on the dispatcher bulletin by the conductor or engineer.

125. If a dispatcher bulletin has any irregularities, other than incorrect conductor or engineer name and ID, the conductor or engineer must contact the train dispatcher to,

1. Obtain a corrected copy per rule 122, or
2. Confirm the entire content of the dispatcher bulletin

If correction is required the conductor or engineer will make the correction on the dispatcher bulletin.

After the correction is made and repeated, the train dispatcher initials, "OK" and time must be recorded on the release line.

126. If a dispatcher bulletin is sent by means other than a dedicated bulletin printer or "CSX Technofax" the conductor or engineer must contact the train dispatcher to confirm the entire contents of the dispatcher bulletin. After confirmation, the train dispatcher initials, "OK" and time must be recorded on the release line.

127. In dispatcher bulletins, trains will be identified by their train designation.

128. Dispatcher messages once in effect, continue so until fulfilled or annulled. A part of a dispatcher message specifying a particular engine number or name of any employee-in charge, may be superseded.

A part of a dispatcher message must not be annulled.

Exception: A specific speed restriction may be canceled using Line 6 of Form EC-1.

129. Dispatcher bulletins, must be retained and observed on all trips during the tour of duty on which received.

Before operating on any subdivision not listed on their dispatcher bulletin, the conductor or engineer must contact the train dispatcher to obtain any necessary instructions.

130. The conductor or engineer must contact the train dispatcher for instructions before proceeding when trains are re-crewed,

1. At other than a crew change point, or
2. For the purpose of yarding a train.

Abbreviations

140. The following abbreviations may be used in addition to Initials for signature of the Train dispatcher.

Abbreviations	
Abbreviation	**Explanation**
&	And
C & E	Conductor and Engineer
CONDR	Conductor
ENGR	Engineer
DISPR	Train Dispatcher
DIV	Division
ENG	Engine
JCT	Junction
HRS	Hours
INT	Interlocking
MINS	Minutes
NO	Number
OPR	Operator
PSGR	Passenger
MP	Mile post
MPH	Miles Per Hour
OHB	Overhead Bridge
SD	Subdivision
SDG	Siding
EAS	Eastward Absolute Signal
WAS	Westward Absolute Signal

Abbreviations	
Abbreviation	**Explanation**
NAS	Northward Absolute Signal
SAS	Southward Absolute Signal
EEDT	East End Double Track
WEDT	West End Double Track
NEDT	North End Double Track
SEDT	South End Double Track
TTSI	Timetable Special Instructions
YL	Yard Limits
WF	Work Force
OOS	Out of Service
DD	Defect Detector
AVE	Avenue
CSS	Cab Signal System
MW	Maintenance of Way
SIG	Signal
ST	Street
TRK	Track
DIR	Direction
CAN	Cancel
BTW	Between
CP	Control Point

The customary abbreviations are used for the names of months, such as Jan for January, Feb for February.

Examples and Explanations of Forms of Dispatcher Messages and EC-1 Instructions

When a location is identified in forms of dispatcher messages or Form EC-1, they must be specific, such as the (north, south, east, west) switch of a designated siding, or a specific switch, yard limit sign, mile post, or absolute signal. The specified switch location applies to the clearance point at that switch.

141. In the following examples, the underscored words and figures exemplify the information that is to be entered on the dispatcher messages. Parenthesis ( ) indicate an alternate word or phrase may be used.

Form F
Severe Weather Warning

Example 1:

FLASH FLOOD WARNING IN EFFECT BETWEEN MP _____._ AND MP _____._

Example 2:

FLASH FLOOD WARNING IN EFFECT ON _____ SUBDIVISON

Explanation: All trains must operate through these limits not exceeding 40 mph until the leading engine reaches the far limits. If unusual heavy rain or high water is encountered within these limits, all trains must approach bridges, culverts including other points likely to be affected within these limits at restricted speed. The train dispatcher must be notified promptly when conditions that may affect the safe movement of trains are observed.

Form H
Heat Warning

Example 1:

HEAT WARNING IN EFFECT BETWEEN MP _____._ AND _____._ ON _____ SUBDIVISION

Example 2:

HEAT WARNING IN EFFECT ON _____ SUBDIVISON

Example 3:

BETWEEN MP _____._ AND _____._ ALL MAXIMUM AUTHORIZED SPEED, PERMANENT AND TEMPORARY TRACK SPEED RESTRICTIONS OVER 30 MPH WILL BE REDUCED BY 10 MPH FOR FREIGHT TRAINS AND WILL NOT BE REDUCED BELOW 30 MPH FOR THE HEAT WARNING AND PASSENGER TRAINS WILL REDUCE BY 20 MPH AND WILL NOT REDUCE BELOW 40 MPH FOR THE HEAT WARNING BETWEEN 1300 AND 1900 HOURS.

Example 4:

ALL MAXIMUM AUTHORIZED SPEED, PERMANENT AND TEMPORARY TRACK SPEED RESTRICTIONS OVER 30 MPH WILL BE REDUCED BY 10 MPH FOR FREIGHT TRAINS AND WILL NOT BE REDUCED BELOW 30 MPH FOR THE HEAT WARNING AND PASSENGER TRAINS WILL REDUCE BY 20 MPH AND WILL NOT REDUCE BELOW 40 MPH FOR THE HEAT WARNING BETWEEN 1300 AND 1900 HOURS.

Explanation: All authorized speed, permanent and temporary track speed restrictions over 30 MPH will be reduced by 10 MPH for freight trains and will not be reduced below 30 MPH for the heat warning and passenger trains will reduce by 20 MPH and will not reduce below 40 MPH for the heat warning between 1300 and 1900 hours.

1. A freight train with a timetable maximum authorized speed of 60 MPH will reduce to 50 MPH.

2. A freight train with a timetable maximum authorized speed of 60 MPH that is reduced to 50 MPH due to restricted equipment in train, (Example: an empty car or a car that is restricted for other reasons), will not be further reduced for the heat warning.

3. A freight train restricted to 45 MPH by a track related permanent speed restriction or 45 MPH for any track related temporary speed restriction will be reduce speed to 35 MPH.

4. A freight train operating through turnouts and crossovers where speeds are above 30 MPH will reduce speed by 10 MPH. Example: A freight train with a timetable speed of 60 MPH has reduced train speed to 50 MPH. Now the freight train receives a limited speed (45 MPH) signal indication for movement through a turnout. The train speed must be reduced to 35 MPH.

5. Freight train speed reduced by 10 MPH or more, due to a city ordinance, will not be further reduced for the heat warning.

6. An intermodal train operating on a subdivision with a maximum authorized speed of 79 mph. In the timetable, under speed restrictions intermodal trains are restricted to 65 mph. To be in compliance when a heat warning is in effect, the intermodal train must reduce to 55 mph.

7. No freight trains will be reduced below 30 MPH for the heat warning.

8. No passenger trains will be reduced below 40 mph for the heat warning.

9. A passenger train operating on a subdivision with a maximum authorized speed of 79 mph. to be in compliance when a heat warning is in effect, the passenger train must reduce to 59 mph.

10. A passenger train operating on a subdivision with a maximum authorized speed of 70 mph and is reduced to 60 mph due to handling a restricted AMTRAK mail handling car will reduce to 50 mph.

Form M
Malfunctioning Automatic Road Crossing Warning Device

Example 1:

GRADE CROSSING WARNING DEVICES AT _____ ROAD CROSSING MP ___.__ ON _____ TRACK(S) HAVE BEEN REPORTED AS HAVING AN ACTIVATION FAILURE

Explanation: This dispatcher message will be issued when it is determined the crossing's warning devices have failed to activate. In such event, the traveling public may not be aware of an oncoming train movement. When this occurs, it must be determined that it is safe to cross the crossing. Compliance with Operating Rule 100-J.

Example 2:

GRADE CROSSING WARNING DEVICES AT _____ ROAD CROSSING MP ___.__ ON _____ TRACK(S) HAVE BEEN REPORTED AS HAVING A FALSE ACTIVATION

Explanation: This dispatcher message will be issued when the crossing's warning devices activate without any reason. In such events, the traveling public may be disregarding the device's warnings. When this occurs, it is important to ensure motorists are heeding crossing warnings. Compliance with Operating Rule 100-J ensures a safe movement over the crossing.

Example 3:
DISPATCHER MESSAGE WHEN 1 FLAGGER IS IN PLACE

GRADE CROSSING WARNING DEVICES AT_____ROAD CROSSING MP_____ ON ALL TRACKS HAVE BEEN REPORTED AS HAVING AN ACTIVATION FAILURE. APPROPRIATELY EQUIPPED FLAGGER IS ON DUTY TO AFFORD WARNING. ALL MOVEMENTS MUST CONTACT THE FLAGGER PRIOR TO FOULING THE CROSSING TO CONFIRM WARNING IS PROVIDED. ONCE CONFIRMATION IS RECEIVED THEN PROCEED NOT EXCEEDING 15 MPH. IF CONFIRMATION IS NOT RECEIVED OR CONFIRMATION CANNOT BE COMPLETED AND UNDERSTOOD PRIOR TO THE MOVEMENT FOULING THIS CROSSING ALL MOVEMENTS MUST STOP AND PROVIDE WARNING BEFORE FOULING.

Example 4:
DISPATCHER MESSAGE WHEN 2 FLAGGERS ARE IN PLACE

GRADE CROSSING WARNING DEVICES AT_____ROAD CROSSING MP_____ ON ALL TRACKS HAVE BEEN REPORTED AS HAVING AN ACTIVATION FAILURE. APPROPRIATELY EQUIPPED FLAGGERS ARE ON DUTY TO AFFORD WARNING. ALL MOVEMENTS MUST CONTACT THE FLAGGERS PRIOR TO FOULING THE CROSSING TO CONFIRM WARNING IS PROVIDED. ONCE CONFIRMATION IS RECEIVED THEN PROCEED. IF CONFIRMATION IS NOT RECEIVED OR CONFIRMATION CANNOT BE COMPLETED AND UNDERSTOOD PRIOR TO THE MOVEMENT FOULING THIS CROSSING ALL MOVEMENTS MUST STOP AND PROVIDE WARNING BEFORE FOULING.

Note: Examples 1, 2, 3 and 4 may be modified by adding:

BETWEEN __HOURS__ AND __HOURS __ __MM__/_DD__/_YY__

Alternate Methods of Protection Matrix

Malfunction	Flaggers for each direction of traffic	Police Officer present	Flagger present, but not one for each direction of traffic	No flagger/ No police
Activation failure	Normal speed	Normal speed	Proceed with caution - maximum speed of 15 mph	**Stop.** Crew member flag traffic and reboard.
False or Partial activation	Normal speed	Normal speed	Proceed with caution - maximum speed of 15 mph	Proceed with caution - maximum speed of 15 mph

Form P
Superseding a Part of a Dispatcher Message

This dispatcher message will be identified by using the words "INSTEAD OF... ."

Example 1:

DISPATCHER MESSAGE(S) NUMBER (1475) SHOULD READ EMPLOYEE (I M NOWE) INSTEAD OF EMPLOYEE (L U Murphy)

Explanation: Only the name of the employee-in-charge in Form W and Form Z may be superseded.

Form U
Temporarily Suspending Block Signal System Rules

Example 1:

_____ SIGNALS(S) OUT OF SERVICE ON _____ TRK(S) BETWEEN _____ AND _____

Example 2:

EFFECTIVE (1525 HOURS FEB 29) BLOCK SIGNALS AND ABS/CPS RULES ARE TEMPORARILY SUSPENDED FROM SERVICE ON (MAIN TRACK) FROM BUT NOT INCLUDING THE (EASTWARD ABSOLUTE (OR INTERMEDIATE) SIGNAL AT BETA) TO BUT NOT INCLUDING THE (EASTWARD ABSOLUTE (OR INTERMEDIATE) SIGNAL AT ALPHA) AND FROM BUT NOT INCLUDING THE (WESTWARD ABSOLUTE (OR INTERMEDIATE) SIGNAL AT ALPHA) TO BUT NOT INCLUDING THE (WESTWARD ABSOLUTE (OR INTERMEDIATE) SIGNAL AT BETA)

BE GOVERNED BY RULE 266

Note: For the purpose of temporarily suspending block signals the following dispatcher's messages may also be used.

Example 3: _____ RULES IN EFFECT ON _____ TRK(S) BETWEEN _____ AND _____

Example 4: _____ CONTROL POINT SIGNALS OUT OF SERVICE _____(AT/BTW AND)_____

Example 5:

(a) POWER SWITCH(S) _____ ARE SECURED FOR MOVEMENT _____ TRK(S)

(b) EFFECTIVE (1525 HOURS FEB 29) THE POWER-OPERATED SWITCHES AT (G AND H) ARE SECURED IN HAND POSITION FOR MOVEMENT ON MAIN TRACK

TRAINS OPERATING ON (MAIN TRACK) ARE NOT REQUIRED TO STOP AND EXAMINE POWER OPERATED SWITCHES AT THESE LOCATIONS

Example 6:

EFFECTIVE (1525 HOURS FEB 29) SPRING SWITCH AT (G) IS SPIKED FOR MOVEMENT ON (MAIN TRACK)

TRAINS OPERATING ON (MAIN TRACK) ARE NOT REQUIRED TO STOP AND EXAMINE THE SPRING SWITCH AT THIS LOCATION

Form V
Providing for Temporary Speed Restrictions

Example 1:

DO NOT EXCEED ____(30/30 MPH)____ ON ____(MAIN TRACK)____ BETWEEN __(MP ABC29.0 AND MP ABC29.5)___

Example 2:

DO NOT EXCEED THE FOLLOWING SPEEDS ON MAIN TRACK

__(10 /25 MPH)__ BETWEEN __(MP ABC28.3)__ AND __(MP ABC31.5)__ SIGNS ___(yes/no)_____(mo/day/yr)_____
__(30 /25 MPH)__ BETWEEN __(MP ABC64.5)__ AND __(MP ABC68.0)__ SIGNS ___(yes/no)_____(mo/day/yr)_____
__(30 /25 MPH)__ BETWEEN __(MP ABC71.5)__ AND __(MP ABC72.5)__ SIGNS ___(yes/no)_____(mo/day/yr)_____

Explanation: The listing of specific locations must be in numerical mile post order.

Example 3:

DO NOT EXCEED THE FOLLOWING SPEEDS
(40/30 MPH) ON_____ TRACK BETWEEN ___(MP ABC 1.2 AND MP ABC1.5)___ SIGNS ___(yes/no)___(mo/day/yr)_____

Explanation applying to all Examples:

When two (2) speeds are shown the first applies to passenger trains and the second applies to freight trains.

When “no” appears after “signs” it will indicate that either no temporary speed signs are displayed or that not ALL temporary speed signs required by Rule 43 are displayed.

The month, day and year shown will indicate the latest date on which that line entry was put on a dispatcher message and is only for accountability.

When it is impractical to display Warning signs (see Rule 43), Form V examples (1) and (2) must be modified by adding:

“WARNING SIGNS NOT DISPLAYED”

When it is impractical to display Warning Signs and Temporary Reduce Speed Signs (see Rule 43), Form V examples (1) and (2) must be modified by adding:

“TEMPORARY SPEED SIGNS NOT DISPLAYED”

Form W
Conditional Stop

Example (1):

ON (DATE) BE GOVERNED BY OPERATING RULE 89 WITHIN THE FOLLOWING LIMIT(S)

MP	TO	MP	FROM	UNTIL	TRACK(S)	EMPLOYEE IN CHARGE
__(C100.0)__		__(C106.0)__	__(0700)__	__(1700)__	__(NO 1 TRACK)__	__(CD GRADY)__
__(C100.0)__		__(C106.0)__	__(0700)__	__(1700)__	__(NO 2 TRACK)__	__(CD GRADY)__
__(C106.0)__		__(C109.0)__	__(0700)__	__(1700)__	__(MAIN TRACK)__	__(CD GRADY)__

Explanation: Form W authorizes employee-in-charge to direct all movements within work limits. (See Rule 89)

Trains will enter and move within the work limits only as provided by Rule 89.

Before issuing the work authority, the train dispatcher must ascertain that all trains which do not have a copy of the Form W and all on-track equipment are clear of the work limits, unless arrangements are made with the employee-in-charge of the work.

On the date given, train must not enter the established work force limits, from 0700 hours to 1700 hours, on:

1. No. 1 track and No. 2 track between MP C1.0 and MP C6.0, and

2. The main track between MP C6.0 and MP C9.0 until the crew is verbally authorized by the employee-in-charge of the work.

Example 2:

EFFECTIVE (0701 HOURS) (FEB 29) (NO. 1) TRACK (PURVIS SUBDIVISION) BETWEEN (MP SG131.3) AND (MP SG134.0) HAS/HAVE BEEN TURNED OVER TO EMPLOYEE DESIGNATED BELOW

THE DESIGNATED TRACK WILL NOT BE ENTERED BY TRAINS OR ON-TRACK EQUIPMENT EXCEPT AS PERMITTED BY (TRAINMASTER BD JONES)

ALL MOVEMENTS WILL BE MADE UPON INSTRUCTIONS OF THE EMPLOYEE IN CHARGE AND BE MADE AT CONTROLLED SPEED NOT EXCEEDING 20 MPH

Explanation: All movements may enter the designated limits without train dispatcher authorization only if permitted by the employee named, who is responsible for instructions regarding each movement within the limits.

Examples 1 and 2 may be modified by adding the following for multiple days:
BETWEEN __HOURS__ AND __HOURS__ __MM__/_DD__/_YY__

Form T
Track Out of Service

Example 1 -

_____TRACK OUT OF SERVICE BTW _____ AND_____ IN CHARGE OF EMPLOYEE _____

Explanation: Movements will enter the designated limits after obtaining permission from the employee in charge of the limits who is responsible for instructions regarding each movement.

Trains will enter and move within the limits only as directed by the in charge employee.

Example 1 may be modified by adding:

BETWEEN HOURS AND HOURS _MM__/_DD__/_YY__

Before issuing the authority, the train dispatcher must ascertain that all trains which do not have a copy of the Form T and all on-track equipment are clear of the work limits, unless arrangements are made with the in charge employee.

Form Z
Protection Message

Example 1:

BETWEEN __(0830 HOURS AND 1530 HOURS (OR EFFECTIVE 1450 HOURS) JUN 10)__ TRAINS MUST STOP AT __(MP)__ ACCOUNT __(CONTRACTOR EQUIPMENT CROSSING MAIN TRACK)__ UNLESS ORAL PERMISSION IS RECEIVED FROM (CSX FLAGMAN) AT THIS LOCATION

Example 2:

BETWEEN ____(0830 HOURS AND 1530 HOURS (OR EFFECTIVE 1450 HOURS) JUN 10)___ ___(DIRECTION)___ TRAINS MUST STOP AT __(MP)__ AND ____ (DIRECTION) _____ TRAINS MUST STOP AT ___(MP)___ ACCOUNT ____(CONTRACTOR EQUIPMENT CROSSING MAIN TRACK)____ UNLESS ORAL PERMISSION IS RECEIVED FROM (CSX FLAGMAN) AT THIS LOCATION

Form Z dispatcher messages must not be used to protect work forces under Rule 704 or 707.

Form EC-1

150. Completing Form EC-1 properly

Information shown on Form EC-1 must,

1. Be legible,
2. Unless directed by the train dispatcher, must be without
    a. Erasure or
    b. Alteration.
3. Contain authorized abbreviations only.

Receiving employees will circle the number preceding the applicable Form EC-1 line. Employees must review the entire form for additional information.

151. Addressees

Form EC-1 must only be copied by those who are to execute the requirement, indicating the

1. EC-1 Form Number,
2. Date,
3. Location (if applicable),
4. Train ID (if applicable),
5. Engine number (if applicable), and
6. Name of employee copying.

If the identifying engine does not have "CSX" on it, the initials appearing on the engine will precede the number. For example "Eng BNSF 1800"

152. Transmitting Form EC-1 Instructions

EC-1 instructions will only be transmitted to employees on moving equipment when it can be received and copied without impairing safety.

The train must be stopped if the employee at the controls of the locomotive cannot be fully advised of the situation and cannot comply with the instruction given.

When information is transmitted to moving equipment, it must not be copied or repeated by an employee operating the equipment.

When issuing and repeating Form EC-1's, employees must read aloud and plainly pronounce all applicable preprinted and written portions. Numerals must be pronounced digit by digit,

Example: "105" will be pronounced "One-zero-five". The receiving employee must ensure that two copies of the Form EC-1 are made.

The train dispatcher will not give their "OK" time and initials until the receiving employee correctly repeats the Form EC-1 instructions.

Form EC-1 must not be acted upon and shall be treated as though not sent if the train dispatcher has not given their "OK" Time and initials.

153. Reading and complying with Form EC-1
Employees must confirm their understanding with each other of the instructions before reaching the affected location and are responsible for proper compliance. These employees must remind the employee required to execute the requirements of the instructions on Form EC-1.

154. Errors Discovered
If an error is discovered before the train dispatcher has given their "OK" time and initials, the train dispatcher must direct the receiving employee to destroy their copies or make necessary correction on Form EC-1.

If an error is discover after the train dispatcher has given their "OK" time and initials the Form EC-1 must be cancelled.

155. Cancellation(s) and Modifications to Form EC-1

Once the Train Dispatcher has given "OK" time and initials, only the following cancellations or modifications may be made,

1. Cancellation(s),
    a. Entire Form EC-1, or
    b. Line 6, or
    c. Line 7 through 15 using line 16.
2. Modification(s),
    a. Close-up a Train or OTE authority, or
    b. Direction on Line 1, or
    c. Line 5 through line 16.

156. Effective Period of a Form EC-1

Form EC-1 instructions are in effect until fulfilled, or canceled. EC-1 instructions that have not been fulfilled, or canceled, must be observed on all trips during the tour of duty on which received.

Form EC-1 instructions which have been fulfilled, or canceled must be marked then retained and held available for inspection for a period of 7 days.

157. Canceling Form EC-1
A Form EC-1 instruction will be canceled on the same form, as follows:

1. The train dispatcher must contact the employee addressed and state their intent to cancel Form EC-1 instruction.
2. The train dispatcher must state the Form EC-1 number and date. When canceling the entire Form, the train dispatcher will also give the cancellation time and date, and their initials.
3. The employee copying must record all cancellation information on the appropriate line of their copy of the Form EC-1.
4. The employee copying must repeat the Form EC-1 number, date and all cancellation information to the train dispatcher.
5. The train dispatcher must ensure that all cancellation information is repeated correctly.

6. When cancellation information is transmitted, the receiving employee must ensure that all employees affected receive the cancellation information and mark their Form EC-1 accordingly.

Authorities For Movement

DTC And DCS Track Warrant Control

TWC Rules will be designated as:

1. **DTC Track Warrant**, or
2. **DCS Track Warrant**.

TWC Rules are divided into three sections:

1. **TWC General Rules**: Apply in DTC and DCS TWC territory
2. **DTC TWC Rules**: Apply only where DTC rules are in effect.
3. **DCS TWC Rules**: Apply only where DCS rules are in effect.

TWC General Rules

160. Where TWC Is In Effect
On tracks designated in special instructions, dispatcher message or Form EC-1 trains will be governed by verbal instructions of the train dispatcher and Track Warrant Control Rules will apply.

DTC and DCS Track Warrant may be used in signaled territory or non-signaled territory.

Where TWC Rules are in effect for a temporary operation, the limits may or may not be identified by wayside signs and will be designated by ,

1. Special instructions,
2. Dispatcher message or
3. Form EC-1.

TWC rules do not apply within yard limits.

When an authority is at a switch, it will apply at the clearance point. Where more than one main track is in service, the track number will be added to the authority.

161. Occupying Track Warrant Territory
Trains must not enter the main track in TWC territory unless authorized to do so by the train dispatcher, or as a work train as prescribed Operating Rule 89.

TWC authorities will be conveyed in accordance with Operating Rule 420.

1. **Train Dispatcher Responsibilities**
   a. **Granting TWC Authority**
   Before granting TWC authority, in non-signal territory, the train dispatcher must ensure the track on which movement is to be made is clear, and no opposing movements have been authorized.

   b. **Entering TWC Territory at a Hand-operated Switch**
   The train dispatcher may verbally authorize a train to enter TWC territory at a hand-operated switch, in order to clear the switch and proceed in the opposite direction.

   Before verbally authorizing the move, the train dispatcher must ensure that:

   (1) The segment of track to be used is clear of opposing movements, and

   (2) The train has received a Form EC-1 for movement in the opposite direction.

   This movement is limited to one train length beyond the switch, and must be made at Restricted Speed with a crew member preceding the movement and providing flag protection.

2. **Crew Responsibilities**
   a. **Occupying TWC Territory**
   (1) A train must not occupy TWC territory without ,

   (a) DTC Block Form in DTC TWC territory. or

   (b) Form EC-1 DCS TWC Territory.

   (2) Any crewmember may secure the authority when directed by, and under the direct supervision of, the conductor or engineer.

   (3) Once a movement authority is in effect, no alteration may be made other than those specifically prescribed by train dispatcher.

161-A. Overrunning an Authority
If a train overruns an authority:

1. The train dispatcher must be notified, and
2. Warning provided as prescribed by Rule 70.

162. Canceling and Changing Authorities
The train dispatcher must not cancel or change an authority, until he has:

1. Contacted the train, and
2. Received the acknowledgment of understanding from the engineer the authority is going to be canceled or changed.

An authority must not be canceled until it is determined the train has not entered the limits of the block.

163. Operating in Both Directions
A train authorized to operate in both directions has exclusive occupancy of the track, and may operate in either direction. The train dispatcher must not authorize other movements within the track warrant limits. The authority remains in effect until canceled.

Switches within the designated limits may be left in reverse position and unattended. Before the track warrant is canceled the conductor must ensure that all switches are locked in normal position.

164. Reverse Movement
To make a reverse movement a train, authorized to move in one direction, must obtain permission of the train dispatcher. The train may reverse movement not exceeding Restricted Speed.

Before permission is granted the train dispatcher must determine that the track to be used is clear and no opposing movements have been authorized.

To make a reverse movement beyond the limits of the same block a train must receive a new authority.

Note: If a train is operating against the current of traffic, the train dispatcher may verbally authorize it to operate with the current of traffic according to signal rules.

Before granting permission, the train dispatcher must ensure the track to be used is clear of opposing movements and must cancel the authority to operate against the current of traffic.

165. Clearing the Track

1. **Clearing the Limits of TWC Authority**
A track warrant authority is fulfilled when a train operating in a specified direction clears the limits of the track warrant authority.

Unless otherwise directed by the train dispatcher, after a train clears the limits of its track warrant authority, the conductor or the engineer, must report “Clear” promptly to the train dispatcher. A new track warrant authority must be issued for any further movement.

2. **Reporting Clear of TWC Limits**
A train must not report "clear" until:

a. A crew member or other employee:

(1) Observes the rear-end marker, or

(2) Verifies the rear car's initials and number; or

b. The train passes a defect detector, after exiting the block that gives an axle count that agrees with:

(1) The count of a previous defect detector, or

(2) An actual count made by a crew member.

c. If clearing the main track at a hand operated switch:

(1) The train is clear of the main track, and

(2) The switch (and derail, if equipped) have been restored to normal position.

Exceptions:
1. A train equipped with an EOT may report "clear" when:

a. The motion-sensing device indicates the rear of the train is intact;

b. The display, indicating air pressure on the rear of the train, gives the expected reading; and

c. The distance traveled after the engine passes out of the block is the train's length, as determined by the use of the odometer on the HTD.

2. A train, not equipped with an odometer, may report "clear" when:

a. Observing the telemetry device indication on the head end to ensure that air pressure indicates brake pipe continuity, once the head end of the train is 3 miles beyond the clearing point.

b. If there is an apparent failure of the EOT that monitors whether the rear of the train is intact or that the air pressure reads correctly, the train must not report the block "clear" based on the information received from this device.

165-A. In Non-Signal TWC Territory where Hand-Operated Switches Are Operated.

A. Conductor Responsibilities

The conductor must ensure,
1. Switches are restored to normal position,
2. Switch position awareness form is completed, and
3. The train dispatcher is notified immediately of,
- Employee’s name who operated the switch,
- Location of the switch operated,
- Time the switch was opened, and
- Time the switch was restored to normal.

B. During continuous switching operations, the conductor is required to immediately notify the train dispatcher only when a switch is initially opened and restored to normal position. This information will also be recorded on the switch position awareness form.

C. Train Dispatcher responsibilities
Train dispatcher must obtain and record all items listed in paragraphs A and B of this rule.

165-B. Switch Position Awareness Form
When hand-operated switches are operated in non-signal TWC Territory, information must be entered on the switch position awareness form, in ink, as follows:
1. The conductor and engineer’s name/employee,
2. The train ID/Employee ID,
3. The Date,
4. The subdivision timetable code,
5. Name and location of each switch operated,
6. The time as soon as practicable, after the switch,
a. Was initially reversed, and
b. Was restored to Normal,
7. Initials of employee handling the switch,
8. Engineer/Co-worker initials, and
9. Conductor/Employee In-Charge signature when the form is completed.

The conductor must retain the switch position awareness form for five days.

166. Assisting a Standing Train

1. **Train Dispatcher Responsibilities**
The train dispatcher may permit an engine to enter the authority of a standing train. The assisting engine will not be granted authority to enter the limits. However, the train dispatcher will make a record of the occurrence. This may be done only after the train dispatcher,

a. Issues Form EC-1 preventing standing train from moving, and

b. Knows that a clear understanding exists between both crews, as to the location of the standing train.

2. **Crew of Standing Train Responsibilities**
A crewmember of the standing train must provide warning against the assisting engine as prescribed by Rule 70.

3. **Crew of Assisting Engine Responsibilities**
The assisting engine will stop ¼ mile from the standing train and approach the location of the standing train at Restricted Speed.

Before the assisting engine detaches from the train and makes a movement within the same limits the crew must obtain a TWC authority. In 251 territory permission of the train dispatcher must be obtained to operate with the current of traffic.

167. Leaving Unattended Equipment
Permission must be obtained from the train dispatcher before unattended equipment is left on the main track.

When this occurs:

1. When permission is received, the departing crew must ensure that the equipment to be left unattended is properly secured.

2. The train dispatcher must be advised of and make a record of the following:

a. The specific locations of both ends of the equipment,

b. The total number of engine units and cars, and

c. The identifying initials and number of the engine unit or of the car at each end of the equipment.

3. Authority for occupancy of the main track will then be transferred from the train to the train dispatcher. The train dispatcher may then grant TWC authority to another train. This may be done only after a clear understanding exists between the engineer and the conductor of the train and the train dispatcher as to the above information listed in 2 of this rule.

167-A. Removing Unattended Equipment

1. **Train Dispatcher Responsibilities**
The train dispatcher may grant TWC authority to permit a train to remove cars from the main track. This may be done only after the train dispatcher knows that a clear understanding exists with the crewmembers as to the location of the standing equipment.

2. **Crewmembers Responsibilities**
The train will stop ¼ mile from the standing equipment and approach the location of the standing equipment at Restricted Speed.

When the unattended equipment is removed from the block, the train dispatcher must be advised as to:

a. The number of engine units or cars moved, and

b. The identifying initials and number of the engine unit or car at each end of such equipment.

Direct Traffic Control (DTC) – Track Warrant

170. Designating DTC- Track Warrant Authority Limits
DTC Track Warrant limits are designated as blocks in special instructions or dispatcher message. They are identified by DTC Block Limit Signs.

171. Occupying DTC Track Warrant Territory
DTC Block Form is the prescribed form to copy the authority to foul or occupy the main track.

Trains are authorized to enter the main track within DTC Track Warrant territory after the train dispatcher grants one of the following blocks:

1. **Absolute Block:** A block that may be occupied by only one train at a time.

2. **Clear Block**: A block clear of opposing and preceding trains.

3. **Occupied Block:** A block given to a train only for the purpose of removing unattended equipment on the main track.

4. **Proceed Block**: The only block granted in signaled territory. Trains will be governed by signal indication.

Note: Absolute Block, Clear Block authority will be granted only in non-signaled territory and may be used for movements against the current of traffic.

172. Movements In One Direction
Clear Block authority will be granted only for movements in one direction, which must be specified. Absolute Block and Proceed Block authority will be granted for movements in either one specified direction or in both directions.

Exception: The train dispatcher may grant a block more favorable than occupied if the train is:

1. Not using the entire block and the movement is in one direction, away from the unattended equipment, or

2. Issue instructions prohibiting the movement into the area of the unattended equipment.

172-A. Two Trains Within the Same Block
When a DTC block is occupied by a train with a Clear Block authority, the train dispatcher may grant another train a Clear Block authority in the opposite direction after contacting the train occupying the block and ensuring it has passed the point of the restriction.

173. Granting Authority
When granting block authority, all trains will be identified by their engine number. If the identifying engine does not have "CSX" on it, the initials appearing on the engine will precede the number.

Example: "Eng BNSF 1800"

The authority granted will specify the authority number, direction of movement and total number of blocks. ***Trains will move only in the direction specified and occupy the blocks given.***

The train dispatcher may grant a train more than one block at a time.

175. Clearing Authority Limits
When directed by the train dispatcher, the conductor or engineer a train may report a series of blocks "Clear."

DCS Track Warrant

180. Designating DCS Track Warrant Authority Limits
Trains are authorized to enter the main track and will be governed by verbal instruction of the train dispatcher.

Limits of DCS Track Warrant authority is defined by Form EC-1.

Form EC-1 may be used to temporarily establish DCS Track Warrant Rules.

181. Occupying DCS Track Warrant Territory
Form EC-1 authority is required to foul or occupy DCS Track Warrant Territory.

Before granting a DCS track warrant authority the train dispatcher must ensure that the track on which movement is to be made is clear and no authority has been issued.

The limits of the track warrant authority must be designated on Form EC-1 by

1. Station names, or
2. Whole mile post numbers (allowed for the from/beginning limit only), or
3. Switch, or
4. Signal, or
5. Control point.

The following table describes the limit of the authority when it ends at a station:

When The Station Is	Authority Ends At
A controlled point	The home signal or controlled point signal
A passenger station	The point specified by the train dispatcher on Form EC-1
A hand-operated switch	The fouling point of the switch
Multiple hand-operated switches	Fouling point of the first switch unless otherwise specified by the train dispatcher on Form EC-1
Other Stations	Station sign

Main Track Yard Limits

193. Entering And Occupying Main Track
Trains are authorized to enter and move within main track yard limits by signal indication or permission of the train dispatcher. Trains must not move against the current of traffic until authorized by the train dispatcher.

193-A. Speed On Main Track
All movements must be made at controlled speed, not exceeding 20 MPH until the leading end reaches the far limits.

Exception:
Signaled Track: Controlled speed, not exceeding 20 MPH, does not apply when operating under a block signal indication that is more favorable than approach.

Non-Signaled Track: Controlled speed, not exceeding 20 MPH. Movement will approach all switches prepared to stop until it is determined switch is lined for the intended route.

193-B. Clearing Main Track
After the train completes use of the main train in non-signaled territory, the train crew must report clear promptly to the train dispatcher.

Signal Rules

Signal Rules apply only where designated by special instruction, Train dispatcher message or Form EC-1 Instructions.

Signal Rules will be designated as:

1. **Automatic Block Signal Rules** (ABS) or
2. **Control Point Signal Rules** (CPS).

Signal Rules are divided into three sections:

1. **General Signal Rules:** Apply in ABS and CPS territory.
2. **Automatic Block Signal (ABS)**: Apply only where those rules are in effect.
3. **Control Point Signal (CPS)**: Apply only where those rules are in effect.

General Signal Rules

220. Where Signal Rules Are In Effect
On tracks designated in special instructions, dispatcher message or Form EC-1 rules governing ABS or CPS will apply. Where ABS and CPS rules are in effect general signal rules are also in effect.

221. Approaching Signal Territory
Trains must approach the beginning of signaled territory prepared to comply with the indication of the first block signal in service.

222. Observing Block Signals
Employees, including those on the rear of the train, must observe block signals. Should it be observed that a train fails to actuate a signal to display the proper aspect, such train must immediately,

1. Stop,
2. Attempt to stop other trains involved and
3. Notify the train dispatcher.

223. Movements That May Not Shunt
Under certain conditions a single car or a single light locomotive unit may fail to actuate the block signals or the highway grade crossing warning devices. These movements must not be stopped on sand, if at all possible. If it is necessary to use sand to stop, the engine or car must be moved clear of the sanded portion of the rails immediately after stopping.

Trains occupying rusty rails, or rails covered with sand, oil or other matter, may also fail to shunt the track circuits. Employees must be especially vigilant to detect and report such conditions and, unless otherwise instructed by the train dispatcher, they must provide proper protection.

223-A. Rust on Rails or Wheels
If rails are rusted or cars have been left standing and wheels are rusted, crewmembers must confer with the train dispatcher. If rails are rusted, Signal Maintainers must notify train dispatchers.

224. Next Governing Signal

Trains may operate according to the indication of the next fixed signal governing the movement after:

1. The next governing signal can be plainly seen,
2. The rear of the movement has passed through all crossovers and turnouts, and
3. The train is not required to operate at Restricted Speed.

224-A. Stopped or Delayed In a Block

1. **Stopped In The Block**

If a train has entered a block on a proceed indication that does not require restricted speed, and the train stops, the train must:

a. **ABS or CPS Territory** - Proceed prepared to stop at the next signal, and not exceed 40 MPH unless governed by a slower speed. The train must maintain this speed until the next signal is visible, that signal displays a proceed indication, and the track to that signal is clear.

Exception: TWC-ABS Territory – Trains must proceed at controlled speed and not exceed 40 MPH unless governed by a slower speed to the next signal. The train must maintain this speed until the next signal is visible, that signal displays a proceed indication, and the track to that signal is clear.

b. **CSS Territory** – In cab signal territory, the train may proceed in accordance with cab signal indication

2. **Speed is Reduced**

a. **Approaching a home signal at railroad crossing at grade, or the beginning of signaled territory –** If train speed has reduced to 15 MPH or less after passing a distant signal governing either the approach to a railroad crossing at grade, or the beginning of signaled territory, the train must approach the home signal prepared to stop. It must do so until the leading end of the movement reaches the home signal and it can be seen that the indication of the home signal permits the train to proceed.

b. **Approaching a home signal not at railroad crossing at grade or the beginning of signaled territory –** If train that has passed a distant signal reduces speed to 10 MPH or less, it must:

(1) Approach the home signal prepared to stop, and

(2) Not exceed 40 MPH, unless governed by a slower speed.

The train may resume the speed authorized by the distant signal when the home signal is seen to display a proceed indication.

Exception: CSS Territory – In cab signal territory, the train may proceed in accordance with cab signal indication.

225. Movements Requiring Restricted Speed
A signal indication requiring Restricted Speed applies until the leading end of the train reaches the next governing signal. When a signal aspect requiring Restricted Speed is displayed by a signal governing movements into non-signaled territory, it will apply:

1. To the movement of the entire train through turnouts and crossovers, and
2. Until the leading end of the train reaches the end of signaled territory.

225-A. Movement Not Governed by Fixed Signal Indication
Movements not governed by fixed signal indication must receive permission from the train dispatcher. Movement may then proceed at Restricted Speed to the,

1. Next signal or

2. End of signaled territory if the movement is to enter non-signal territory.

In cab signal territory, trains may proceed in accordance with cab signal indication after clearing limits.

226. Stop Signals
A train approaching a fixed signal requiring a stop must stop before any part of the movement passes the signal. The train dispatcher must be notified promptly when a signal displays a stop aspect. This is required unless the reason for such aspect is apparent.

If a train overruns an authority on a track signaled in both directions:

1. The train dispatcher must be notified, and

2. Warning provided as prescribed by Rule 70.

If a signal indicating Stop is overrun, all feasible measures must be taken to protect the trains. The situation must be reported to the division superintendent and chief train dispatcher.

The chief train dispatcher must report the incident to Network Operations and be governed by their instructions.

226-A. Passing An Absolute Signal
When the leading end of a train stops less than one engine length after passing an absolute signal, the train must not proceed again, without receiving permission from the train dispatcher. However, the train may proceed if the signal can be seen to be displaying an aspect to proceed.

226-B. Passing a Stop Signal
To pass a Stop Signal, a train must have verbal permission of the train dispatcher. A member of the crew must contact the train dispatcher and follow his instructions.

1. **Giving Permission to Pass**
Before giving permission to pass the Stop Signal, the train dispatcher must,

a. Determine the track to be used is clear of opposing and conflicting movements and no opposing or conflicting movements have been authorized.

b. Affected appliances are properly positioned. If the appliances are shown as

(1) Out-of-correspondence

(3) Code Failure, or

(2) Low Air activated

instructions must be given to the crew to hand operate or spike the appliance when issuing permission to pass the stop signal.

c. When conditions allow, the signal is requested the same as if the signal could be displayed to proceed.

d. Blocking devices have been applied.

After the above procedures are implemented, and instructions issued concerning any power-operated switches the train dispatcher will instruct the train to

"After stopping proceed by stop signal at _____ (location) from track _____ to _____ track in the _____ direction, switches in motor or hand"

When permission is given to pass a Stop signal in order to couple to cars or to move to location short of a block signal, this information must be included in the instructions.

The receiving employee must repeat this permission and the train dispatcher must then confirm it.

2. **Movement After Permission Has Been Confirmed**
After permission has been confirmed, the train must operate at Restricted Speed until the entire train has cleared all controlled point switches or spring switches and the leading wheels have:

a. Passed a more favorable fixed signal, or

b. Entered non-signaled territory.

Exception: A stop aspect may be passed at Restricted Speed without authority of the train dispatcher when necessary to recouple to own train located immediately beyond the signal AND no power operated switches are involved.

In CSS territory, trains with operative cab signals must not increase their speed until they have run one train length or 500 feet (whichever distance is greater) past a location where a more favorable cab signal was received.

3. **Stopped At A Railroad Crossing At Grade**
When a train is stopped at a stop signal at an automatic or remotely controlled railroad crossing at grade and no immediate conflicting movement is evident, the movement will be governed by:

a. Follow special instructions,

b. At remotely controlled railroad crossing at grade with control by train dispatcher over intersecting line,

(1) Communicate with train dispatcher if no conflicting movement is evident.

(2) Must get permission from train dispatcher to pass stop signal.

(3) Proceed at restricted speed

(a) To next signal or;

(b) If no next signal, entire train clears turnouts and crossovers and leading end of train reaches the opposing absolute signal.

c. At remotely controlled railroad crossing at grade in which train dispatcher doesn't have control over the intersecting line.

(1) Communicate with train dispatcher if no conflicting movement is evident.

(2) Must get permission from train dispatcher to pass stop signal.

(3) If equipped with a time release.

(a) Leading end of train must not be more than 250 feet from signal and remain at that location during time release interval.

(b) Operate time release if no conflicting

movement is evident.

(c) If signal changes, proceed.

(d) If signal does not change by the expiration of the time release interval, and no conflicting movement is evident, pull by signal at least 30 feet, stopping clear of the intersecting line. After waiting a period of time equal to the time release interval and no conflicting movement is evident, the train may proceed at restricted speed to the next signal or if no next signal, until the entire train clears turnouts and crossovers and leading end of train reaches the opposing absolute signal.

(4) If not equipped with a time release.

(a) If no conflicting movement is evident, pull by stop signal at least 30 feet stopping clear of the intersecting line.

(b) Wait 10 minutes

(c) If no conflicting movement is evident, the train may then proceed at restricted speed to the next signal or if there is no next signal, entire train clears turnouts and crossovers and leading end of train reaches the opposing absolute signal

d. At an automatic railroad crossing at grade.

(1) Leading end of train must be stopped not more than 250 feet from the stop signal and it must remain at that location during the time release interval.

(2) Operate the time release in accordance with instructions.

(3) If signal changes, proceed.

(4) If signal does not change its indication at the expiration of the time release interval.

Note: If in signaled territory, permission must be obtained from the dispatcher to pass the stop signal.

1) If no conflicting movement is evident, train will pull by the stop signal at least 30 feet, stopping clear of the intersecting line.

2) Train will wait a time equal to the time to the release interval.

3) If no conflicting movement is evident, the train may then proceed at restricted speed to the next signal or, if there is no next signal, to a point in which the entire train is through turnouts and crossovers and until the leading end of the movement reaches the opposing absolute signal.

e. Return to train indicators used to permit a train that has been left standing immediately beyond a railroad crossing at grade.

When indicator light displays a white light, the movement may pass the signal displaying Stop and return to the train.

(1) The indicator conveys no information as to the position of power operated switches.

(2) If power switches are not lined for the desired route, they must be handled, as required by Rule 231-A.

(3) Where power switches are lined for the desired route, the movement may be made over the switches in "motor" or "power" position, without securing authority of the train dispatcher, required by Rule 231-A.

(4) At some railroad crossings at grade, a release is located on the side of the signal that must be operated to receive a signal for a reverse movement over the crossing.

5. **Stop Signal Disregarded**

If a Stop Signal is disregarded, the train dispatcher or Operator must immediately take two actions:

a. Attempt to stop that train and other trains involved.

b. The incident must be reported to chief train dispatcher and Network Operations.

227. Unexpected Signal Changes
If a train operating on a signal indication more favorable than Approach encounters a Stop Signal, or Restricting Signal, the train must:

1. Comply with the signal indication consistent with good train handling, unless conditions require an emergency brake application, and

2. Report the occurrence to the train dispatcher.

228. Absent or Imperfectly Displayed Signals
A signal imperfectly displayed must be regarded as the most restrictive indication that can be conveyed by that signal.

Exceptions:
1. If only one indication is possible, this indication will govern.

2. When the arms of a semaphore signal can be seen, they will govern;

3. When one colored light is displayed in the cluster of lights of a color position light signal, it will mean the same as two lights in the cluster; or

4. When one or more lower units of a color light signal aspect is dark, the aspect will be observed as though the lights that should be displayed were displaying red. This does not apply to Rule C-1290(a).

A signal imperfectly displayed must be reported promptly to the train dispatcher.

If a fixed signal is absent from the place where it is usually shown, movement must be governed by the most restrictive indication that can be given by that signal. This absence must be reported to the train dispatcher immediately.

229. Improper Signal
Should an improper signal aspect permitting a train to proceed be observed,

1. Bring train to a safe and normal stop before passing the signal,

2. Notify the train dispatcher and be governed by their instructions.

3. Until relieved by the train dispatcher, an employee must be stationed a sufficient distance to:

   a. Ensure protection, and

   b. Notify approaching trains that might be affected.

The train dispatcher will be responsible for the following,

1. Stop all train movements,

2. Notify the signal specialist of the location and the aspect of the signal, and

3. Make no attempt to,

   a. Move trains beyond this location or

   b. Change the signal aspect or

   c. Change signal appliances

until a signal specialist arrives and be governed by their instructions.

230. Switching Movements

1. **Recoupling Behind Leaving Signal**
When switching at a point where the movement is governed by signal indication sufficient room will be provided, when fessable, for the engine to be recoupled to the train behind the leaving signal. Such train must not proceed except by signal indication or by permission of the train dispatcher.

2. **Switching Limits**
A train may occupy a specific track segment and move in both directions when authorized by the train dispatcher.

The train must be clear of the track segment before the time limit expires and the train dispatcher must be so advised. A train that has been reported clear must not occupy the track segment again without securing a new authority.

The authority to work does not relieve the crew of complying with block signal indications.

When more than one train is authorized to work in the same track segment, each authority must include the requirement for both trains to protect against each other and each engineer must be so advised. Movements must be made at a speed that will permit stopping within one-half the range of vision, regardless of signal aspects displayed, not exceeding the indications conveyed by such signals.

3. **Remaining Clear Of Insulated Joints**
Trains or equipment on sidings and other tracks must be left standing clear of the insulated joints at the clearance point.

231. Using Switches
A switch that provides access to a signaled track must not be opened unless authorized. This may only be authorized by signal indication or by permission of the train dispatcher.

231-A. Power Operated Switches

1. **Movement Over Power Operated Switch**
Unless authorized by signal indication or train dispatcher, a movement must not be made over a dual-controlled, power-operated switch until the switch has been placed in “Hand” position or over a non-dual-controlled, power-operated switch until the switch has been spiked.

Permission of the train dispatcher must be secured before a power-operated switch may be placed in ”Hand” position or before it may be spiked. The train dispatcher will advise when the switch is to be left in “Hand” position and when it is to be left spiked.

If the train dispatcher cannot ascertain that the switch is under control and indicating properly on the control machine, movement must not be made over the switch until the switch has been placed in "Hand" position if it is dual-controlled or until it is spiked if it is non-dual-controlled.

When necessary to place a dual-controlled switch in "Hand" position:

a. Unlock switch lock;

b. Place selector lever in "Hand" position. (On pneumatic power-operated switches, unlock the small lever at the end of the machine and pull out a full stroke);

c. Operate the hand-throw lever until the switch points are completely lined to the opposite position and back with the movement of the hand-throw lever, to ensure the points are controlled by the operation of the hand-throw lever. This must be done whether or not the switch points appear to be lined for the desired route.

d. Line the switch for the route to be used;

e. When making a facing-point movement, the entire movement must clear the switch points before the selector lever may be restored to "Motor" or Power" position;

f. When making a trailing-point movement, restore the selector lever to "Motor" or Power" position after the leading wheels of the movement have moved onto the switch points;

g. The train dispatcher and the engineer must be notified when the switch has been restored to "Motor" or "Power" position; and

h. The same employee who places a dual-controlled switch in "Hand" position must restore the switch to "Motor" or "Power" position unless other arrangements are made.

During the time that the switch is in "Hand" position, switching movements may pass signals that govern movement over the switch, when the signals indicate Stop. Such movements must be made at Restricted Speed. After the switches have been restored to "Motor" or "Power" position, a train must not proceed, except by proper signal indication or as authorized by the train dispatcher.

2. **Permission to Place Dual-Controlled, Power-Operated Switch to Hand-Position**

Before authorizing an employee to place a dual-controlled power-operated switch in hand-position, the train dispatcher must know that:

a. The track section to be used is clear of any conflicting movements,

b. No conflicting movements have been authorized; and

c. The devices controlling signals and/or switches are blocked and coded (where code controlled) in position to prevent any conflicting movements.

232. Assisting a Standing Train

1. **Train Dispatcher Responsibilities**
The train dispatcher may permit an engine to enter a block occupied by a standing train to be assisted after,

a. Issuing Form EC-1 preventing the standing train from moving, and

b. Knowing a clear understanding exists between both crews, as to the location of the standing train.

2. **Crew of Standing Train Responsibilities**
A crewmember of the standing train must provide warning against the assisting engine as prescribed by Rule 70.

3. **Crew of Assisting Engine Responsibilities**
The assisting engine will stop ¼ mile from the standing train and approach the location of the standing train at Restricted Speed.

Before the assisting engine detaches from the train and makes a movement within the same block the crew must obtain permission from the train dispatcher. In 251 territory, permission from the train dispatcher is required to operate with the current of traffic.

233. Leaving Unattended Equipment
Permission must be obtained from the train dispatcher before unattended equipment is left on the main track.

When permission is granted the departing crew must ensure that the equipment to be left unattended is properly secured.

235. Removing Unattended Equipment

1. **Train Dispatcher Responsibilities**
The train dispatcher may grant permission to permit a train to remove cars from the main track. This may be done only after the train dispatcher knows that a clear understanding exists with the crew concerning where the equipment is located.

2. **Crewmembers Responsibilities**
The train will stop ¼ mile from the standing equipment and approach the location of the standing equipment at Restricted Speed.

When the unattended equipment is removed from the block, the train dispatcher must be advised.

251. Track Signaled in One Direction

1. When track is signaled in only one direction, signal indication will be the authority for trains to operate with the current of traffic.

Movements against the current of traffic will be governed by DTC or DCS Track Warrant Rules.

Exception: Movements may be made as prescribed by Rules 89, 193, or special instructions.

2. **Movements Against the Current of Traffic**
When moving against the current of traffic, trains must approach fixed signals at a speed that will permit compliance with the most restrictive aspects that such signals can display. The signal indications do not authorize movement against the current of traffic.

Trains moving against the current of traffic must not change direction to move with the current of traffic, unless authorized to do so.

Trains may be moved against the current of traffic when verbally authorized by the train dispatcher when trains that could move with the current of traffic are:

a. Stopped by the display of a Stop aspect on a controlled absolute signal located at the point of restriction and after the engineers are advised of the opposing movements that is to be made;

b. Restricted by the display of a Stop aspect on at least two controlled absolute signals at or preceding the point of restriction;

c. Restricted by the display of a Stop aspect on a controlled absolute signal located at or preceding the point of restriction, and prior to that, by a signal displayed for a diverging route;

d. Given a copy of Form EC-1 prior to reaching the point of restriction;

e. Held by withholding issuance of Release Form at an on-duty location preceding the point of restriction.

Note: Engines may be permitted to operate within or yard limits when prohibited from leaving such limits in accordance with a through e of this rule.

3. **Movement Against Current of Traffic at a Control Point**
The train dispatcher may verbally authorize movement against the current of traffic at a control point. This movement is limited to one train length beyond the home signal. Before authorizing such movement, the train dispatcher must determine that:

a. The track to be used is clear of opposing movements, and

b. Signals governing opposing movements are in Stop position, and
c. Blocking devices are applied to protect against opposing movements.

The blocking devices holding opposing movements must remain applied until the movement against the current of traffic has been completed.

261. Track Signaled in Both Directions
Signal indication will be the authority for a train to operate in either direction on the same track.

266. Suspension of Signal System
Block Signals and signal rules may be temporarily removed from service by special instructions, dispatcher message or Form EC-1.

An alternate method of operation must be established and all trains affected notified.

Signals may only be removed from service when authorized by the proper authority, under the following conditions:

1. When a signal system is rendered inoperative by storm or flood,

2. When the signal system is disrupted for other cause and prompt restoration cannot be effected, or

3. When construction work necessitates the signals' temporary removal from service.

Unless otherwise specified, trains must,

a. Approach all absolute signals, prepared to stop and not pass these signals without permission of the train dispatcher.

b. Approach all public crossing at grade that are equipped with automatic grade-crossing warning devices prepared to stop.

This must be done unless the warning devices are operating. Trains will proceed over such crossings only when it is safe to do so,

c. Examine switch points to ensure they are lined and secured before making facing point movements over spring switches,

d. Operate switches and derails as prescribed by Rule 104-I, and

e. Stop at Drawbridges and railroad crossings at grade and will be governed by rules or special instructions in effect for that particular location.

Automatic Block Signal (ABS) Rules

Automatic Block Signal (ABS) Rules apply only where designated by special instructions, dispatcher message or Form EC-1. Their purpose is to control the movement of trains in territory where the entrance to each block is governed by fixed signals, cab signals, or both. ABS signals convey to trains the occupancy and/or condition of the track ahead of them. Under normal conditions train movements are authorized by these signals.

270. Occupying or Fouling Signal Territory
Trains must not enter signal territory unless authorized by block signal or permission of the train dispatcher. Trains will be governed by block signals. Such system will constitute an Automatic Block Signal (ABS) or Control Point (CPS) Signal System.

When verbal permission is given to enter Rule 261 territory, the permission must include an authorized direction of movement.

271. Hand-Operated Switch

1. **Crew Responsibility at Hand-operated Switch**
After permission is received to enter ABS territory at a hand-operated switch, crew members must take the following action to ensure adequate signal protection:

a. At switch(es) not equipped with a bolt lock or an electric lock, a crew member must promptly operate the switch(es), and then wait 5 minutes before starting train movement. If a train is seen or heard approaching on the track to be occupied before the 5 minutes has elapsed, switch(es) must be secured in normal position.

b. Permission must again be obtained from the train dispatcher to occupy the main track.

c. At switch(es) equipped with a bolt lock but not an electric lock, a crew member must promptly operate the bolt lock and then wait 5 minutes before operating the switch(es).

d. At switch(es) equipped with an electric lock, train movement may begin as soon as the switch(es) have been properly lined.

2. **Relief from 5 Minute Wait**

The Train Dispatcher may relieve crew members from the 5 minute waiting period. To do so, the Train Dispatcher must determine that no train is moving or has been authorized to move in the direction of the switch(es) from the last controlled point.

When switch(es) have been lined for movement, a member of the crew must immediately notify the Train Dispatcher. The Train Dispatcher must not authorize the movement of a train from the last controlled point until this notification has been received.

Exception: In 261 territory, before authorizing a train to enter or to foul a signaled track, or to cross from one such track to another the Train Dispatcher must ascertain that:

a. The track section is clear of any conflicting movements and no conflicting movements have been authorized; and

b. The devices controlling the signals and/or the switches are blocked and coded in position (if code controlled) to prevent any conflicting movements into such track sections. This must be done until the train occupies the track.

3. **Speed Entering ABS Territory Between Signals**
A train entering a block between signals must proceed at Restricted Speed until the entire train has entered the block and the leading wheels have passed the next block signal. In cab signal territory, the train may proceed in accordance with cab signal rules and signals.

272. Reverse Movement within the Limits of Same Block
A train may make a reverse movement, at Restricted Speed, within the limits of the same block when preceded by a crewmember, who must be prepared to stop an opposing movement operating at Restricted Speed.

The train dispatcher may permit a train to make a reverse movement, at Restricted Speed, within the limits of the same block, without a crewmember preceding the movement. A crewmember must be stationed on the leading end of the movement to observe conditions ahead and take action to properly control the movement of the train.

Before permission is granted, the train dispatcher must determine that the track to be used is clear of conflicting movements and that blocking devices are applied to protect against opposing movements.

272-A. Reverse Movement Beyond Limits of Block

1. **Where Rule 251 is in Effect**
Where Rule 251 is in effect, a train must not make a reverse movement beyond the limits of the block without authority, as prescribed by non-signaled TWC rules.

2. **Where Rule 261 is in Effect**
Where Rule 261 is in effect, a train must not make a reverse movement beyond the limits of the block without verbal permission of the train dispatcher. Before permission is granted, the train dispatcher must determine that:

a. The track to be used is clear of opposing movements, and

b. Signals governing opposing movements are in Stop position, and

c. Blocking devices are applied to protect against opposing movements.

Verbal permission to re-enter the block must be given in the following manner:

"R234-15 engine 4129 reverse direction on No. 2 track at MP 5 and proceed west to MP 6."

Movement must operate at Restricted Speed until governed by a more favorable signal.

274. Clearing, Switches Restored to Normal Position

1. **After Train Clears a Block: Reporting Clear**
When a train clears a block at a hand-operated switch or crossover, and the switch(es) have been restored to normal position, the train must report clear to the train dispatcher by the conductor, engineer, or member of the crew authorized by the conductor or engineer.

2. **Hand-operated Switch or Crossover: Permission to Re-enter Block**
When hand-operated switch(es) have been restored to normal position, the train must not re-enter that block without permission of the train dispatcher.

3. **Where Rule 261 is in Effect**
A train may clear the main track at a hand-operated switch if the maximum speed over the switch is 20 MPH or less or if the switch is equipped with a,

a. Signal, or

b. Electric lock.

Exception: Trains may clear at a hand-operated switch on a signaled siding with no intermediate signals and a maximum speed that does not exceed 30 MPH.
A train, using a track on which it is not permitted to clear, must leave part of the train on the connecting signaled track or leave the switch open until the work is completed.

Controlled Point (CPS) Signal Rules

Controlled Point rules apply to any movement within a controlled point. These rules cover the movement within and through controlled points.

280. Clearing of Controlled Point Signals
Controlled point signals govern the use of the routes of a controlled point whose indications will authorize the trains' movement. These signals must be cleared sufficiently in advance of approaching trains to avoid delay.

281. Occupying A Controlled Point
1. Trains must not enter or foul a signaled track where these rules are in effect except:

a. When governed by controlled signal indication; or

b. With permission of the train dispatcher, obtained by the conductor or the engineer.

2. **Authorizing Train to Occupy Track**
Before authorizing a train to enter or to foul a signaled track or controlled siding, or to cross from one such track to another the train dispatcher must ascertain that:

a. The track section is clear of any conflicting movements and no conflicting movements have been authorized; and

b. The devices controlling the signals and/or the switches are blocked and coded in position (if code controlled) to prevent any conflicting movements into such track sections. This must be done until the train occupies the track.

284. Reversing Direction within a Controlled Point
When the rear of the movement is stopped between the home signals of a controlled point or railroad crossing at grade, proper signal indication or permission of the train dispatcher is required to:

1. Make a reverse movement, or

2. To make a forward movement after making a reverse movement.

285. Controlled Point Signal Changes to Stop
If a signal aspect permitting a train to proceed changes to Stop Signal before it is reached, the stop must be made as soon as safe handling will permit. Such signal changes must be reported to the train dispatcher.

286. Stopped in a Control Point by Train Dispatcher
If the train dispatcher stops a train while it is moving through a control point, the train must not move in either direction until it has received the proper signal or permission from the train dispatcher.

287. Stop Less than One Engine Length beyond Signal
If a train stops less than 1 engine length beyond a control point signal, it must not proceed without permission of the train dispatcher.

288. Closing an Operator Station
An operator station may be closed upon the authority of the division manager. When so closed:

1. Switches and switch levers must be secured for routes that do not conflict; and

2. Signal levers must be placed in position, so that signals will display an aspect permitting movement; and

3. The station must be securely locked.

CAB Signal System

Cab Signal System (CSS) Rules apply only where designated by special instructions or Form EC-1. The CSS is interconnected with the fixed signal system to provide the engineer with continuous information on the occupancy and/or condition of the track ahead.

This section presents rules governing the use of the CSS, including: movement without cab signals; testing the cab signal apparatus; conformity of cab signal with fixed signals; failure, flip, and nonconformity of the cab signals; and movement with cab signals but without wayside signals.

350. Train Not Equipped with Cab Signal Apparatus

The movement of a train not equipped with cab signal apparatus is prohibited, except when authorized by special instructions or Form EC-1. Movements authorized by special instructions or Form EC-1 will be governed by fixed signal indication. Such movements must be made at Restricted Speed, unless the train dispatcher authorizes Rule 356.

351. Testing the Cab Signal Apparatus

1. **Departure Test**

The cab signal apparatus on the leading end of the first engine or control car of each train must be tested and found to be operational within 24 hours before the engine or control car leaves its initial terminal.

If test equipment is not available at a point where another unit will be required to become a lead unit, this unit must also be tested at the initial terminal.

The employee performing the test must post a signed copy of the test results in the cab of the locomotive and must leave a signed copy of the test results at the test location.

If the cab signal apparatus is de-energized after the departure test has been made, it must be tested again before entering equipped territory. Engines dispatched from points in CSS territory to points where test racks are not provided must have the cab signal apparatus energized for the entire trip. Test racks at locations other than terminals will be specified in special instructions or Form EC-1.

a. **Engineer's Test of Audible Indicator**

After taking charge of an engine, the engineer must assure himself that the cab signal apparatus is energized and that the audible indicator will sound when the acknowledging device is operated. If the audible indicator fails to sound when the acknowledging device is operated, the engineer must not enter equipped territory. He must communicate with the train dispatcher and advise him of the situation.

b. **Operating from Equipped Unit Without Departure Test**

If necessary en-route to operate from an equipped unit or end that had not been given a departure test, the cab signals must be considered inoperative. Rule 354, "Movement With Inoperative Cab Signals, Speed Control, or Automatic Train Stop," must be observed.

c. **Cab Signal, Automatic Train Stop, or Speed Control Failure on Equipment Used in Turnaround Service**

Under the following conditions, a train that has experienced a cab signal, automatic train stop, or speed control failure may be dispatched from a turnaround point, governed by the rules that apply to an en-route failure (Rules 354, 356 or 362):

(1) The equipment is used in turnaround service between its originating terminal and the turnaround point, and

(2) The equipment received a satisfactory cab signal test within the previous 24 hours, and

(3) No mechanical forces are on duty at the turnaround point to repair the equipment.

The crew must advise the train dispatcher of the failure before leaving the turnaround point. The equipment must be repaired or replaced at the next forward point that will not cause undue delay to the train.

352. Conformity between Cab Signals and Fixed Signals

1. **Cab Signal Does Not Conform to Fixed Signal:**

More Restrictive Signal Governs

The cab signal should conform to each fixed signal within six seconds after a train enters a block. If the cab signal and fixed signal do not conform, the more restrictive signal indication will govern movement through the block. The engineer must notify the train dispatcher as soon as possible without delaying the train, giving location and track on which nonconformity occurred.

2. **Cab Signal Conforms to Fixed Signal:**

Fixed Signal Governs

If the cab signal conforms to the fixed signal upon entering the block, the fixed signal will govern.

353. Cab Signal Changes Between Fixed Signals

If the cab signal changes between fixed signals, the cab signal will govern, subject to the following restrictions:

1. **Cab Signal Changes to Restricting**

When the cab signal aspect changes to Restricting between fixed signals, the engineer must take action at once to reduce to Restricted Speed.

2. **Controlled Point Signal Requires Medium or Limited Speed, Cab Signal Changes to More Favorable Aspect**

If a controlled point signal requires Medium or Limited Speed and the cab signal changes to a more favorable aspect, the speed must not be increased until the train has run its length.

3. **Cab Signal Changes from Clear to Approach Medium**

If the cab signal changes from Clear to Approach Medium between fixed signals, trains must immediately begin reduction to Limited Speed, and must further reduce to Medium Speed, unless the next signal is seen to display a more favorable aspect.

Exception: If the cab signal does not conform to the fixed signal at the entrance to the block, and the fixed signal is more restrictive than the cab signal, the fixed signal will govern movement through the entire block.

354. Movement With Inoperative Cab Signals, Speed Control, or Automatic Train Stop

The movement of a train equipped with cab signals, speed control, or automatic train stop not in operative condition for the direction of movement is prohibited. The only exception is when failure occurs after the engine leaves its initial terminal.

1. **Engineer's Responsibility**

If the cab signal, speed control, or automatic train stop fails en route, the engineer must take the following actions:

a. Operate the train according to fixed signal indication and cab signal indication, if operable. Speed must not exceed 40 MPH, unless the train dispatcher authorizes Rule 356.

b. Pass no signal displaying Stop and Proceed or Restricting, unless authorized by the train dispatcher.

c. Notify the train dispatcher and conductor as soon as possible without delay to the train. The reason and location of the failure must be included in this report.

d. Consider the failed apparatus as inoperative until the engine has been repaired, tested and found to be functioning properly.

2. **Train Dispatcher's Responsibility**

Once advised of a cab signal, speed control, or automatic train stop failure, the train dispatcher must take the following actions:

a. He must inform the train dispatcher of the connecting dispatching district, division, or railroad.

b. He must not grant permission for the train to pass a Stop Signal, Stop and Proceed, or Restricting signal, until he has determined that the block to be entered is not occupied. In an emergency, the train dispatcher may authorize movement into an occupied block.

355. Criteria for Determining Cab Signal Apparatus Failure

The cab signal apparatus will be considered as having failed if any of the following conditions occur:

1. The audible indicator fails to sound when the cab signal changes to a more restrictive aspect.

2. The audible indicator continues to sound even though the cab signal change was acknowledged and the speed of the train was reduced to the speed required by the cab signal indication.

3. The cab signal fails to conform at 2 fixed signal locations in succession.

4. Damage or fault occurs to any part of the cab signal apparatus.

5. When approaching a fixed signal displaying Approach or more favorable aspect in CSS territory without fixed automatic block signals, the cab signal displays Restricting and fails to conform after passing the fixed signal.

6. When approaching a fixed signal displaying Slow Clear, Slow Approach, Stop and Proceed, Restricting, or Stop Signal, and the cab signal displays an aspect more favorable than Approach.

Exception: This procedure does not apply when the fixed signal being approached is imperfectly displayed.

356. Dispatcher's Authorizations for Movement

This rule applies only to:

1. Movements authorized by the train dispatcher, as provided for in Rule 350, “Train Not Equipped with Cab Signal Apparatus” and Rule 354, “Movement With Inoperative Cab Signals, Speed Control, or Automatic Train Stop.” or

2. Movements made in accordance with Rule 361, “Cab Signal Portion of Wayside Signalling Equipment Not Operative.”

Such movements may proceed at Normal Speed, not exceeding 79 MPH. They will be governed by fixed signal indication and cab signal indication if operable, and must not pass a signal displaying a Restricting or Stop and Proceed unless authorized by the train dispatcher.

The train dispatcher must not grant permission for such movements to pass a Stop Signal, Stop and Proceed, or Restricting signal, until he has determined that the block to be entered is not occupied. In an emergency, the train dispatcher may authorize movement into an occupied block.

357. Train Dispatcher's Responsibility for Recording Movements

Train dispatchers must record the movement of trains operating under any of the following conditions:

1. Inoperative cab signals.
2. Unequipped with cab signal.
3. Inoperative speed control.
4. Inoperative automatic train control.

The train dispatcher must indicate those movements authorized to operate as provided by Rule 356, “Dispatcher's Authorizations for Movement,” and Rule 362, “Movements in Territory Where Cab Signals are Used Without Fixed Automatic Block Signals.”

358. Cab Signal Aspect Flips

When cab signal aspect "flips," momentarily changing aspect and then returning to the original aspect, the engineer must notify the train dispatcher as soon as possible without delaying the train. The engineer must give the following information:

> "Cab signal flipped from [signal name] to [signal name] on No. [track] at [signal bridge or MP No.] or between [designated points if multiple occurrence]."

When the "flip" holds for a duration which requires the cab signal to be acknowledged, the engineer must so state when reporting the occurrence.

359. Engineer's Responsibility to Report on Forms

In addition to verbally reporting flips, failures, non-conformities, and other unusual occurrences of the CSS apparatus as required by these rules, the engineer will report them on the prescribed form.

360. Circumstances in Which Cab Signal Gives No Indication

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

1. Moving against the current of traffic, or
2. Pushing cars, or
3. Running backward but not equipped with cab signal apparatus for backward movement.

361. Cab Signal Portion of Wayside Signalling Equipment Not Operative

If the cab signal portion of the wayside signalling equipment is inoperative, the train dispatcher must advise the engineer verbally or on Form EC-1of the limits of the area affected by the malfunction in the equipment.

The Speed Control System of the engine must be cut out, and the Cab Signal Apparatus must be Cut in.

Movement within the limits of the affected area will be governed by Rule 356, "Dispatcher's Authorizations for Movement" or Rule 362, "Movements in Territory Where Cab Signals are Used Without Fixed Automatic Block Signals."

362. Movements in Territory Where Cab Signals are Used Without Fixed Automatic Block Signals

The following requirements apply in territory designated by special instructions or Form EC-1 where cab signals are used without fixed automatic block signals. Rules 354 and 356 will not apply in territory where this rule is in effect.

1. **Signal Indications**

Controlled point signal indications will govern movement within controlled point limits or through controlled points only. Distant signals, where in service, will govern approach to home signals. Between fixed signals, movement will be governed by cab signals.
If the cab signal and fixed signal do not conform when a train passes a controlled point signal governing movement into or within Rule 362 territory, the more restrictive signal indication will govern movement through the controlled point. Once the train clears the controlled point, movement will be governed solely by the cab signal.

2. **Reverse Movements**

Reverse movement must not be made without verbal permission of the train dispatcher. Before granting permission, the train dispatcher must determine that the track to be used is clear of opposing movements, and must ensure that blocking devices are applied to protect against opposing movements. Reverse movement must be made at Restricted Speed.

3. **Failure of Cab Signals**

The movement of a train equipped with Cab Signals not in operative condition for the direction of movement is prohibited. The only exception is when failure occurs after the engine leaves its initial terminal.

If the Cab Signal fails en route, the engineer must take the following actions:

a. Notify the train dispatcher and conductor as soon as possible without delay to the train. The reason and location of the failure must be included in this report.

b. Operate at Restricted Speed, unless governed by a "Clear to Next Interlocking" signal, or Form EC-1 authorizing Rule 363.

c. Consider the failed apparatus as inoperative until the engine has been repaired, tested and found to be functioning properly.

The train dispatcher must inform the train dispatcher of the connecting dispatching district, division, or railroad of the train with inoperative Cab Signals.

Conductors of trains approaching Rule 362 territory with inoperative cab signals must remind their engineer of the requirements of item (2) above, when the train is 2 miles from

the Rule 362 territory, or at the last station stop prior to the Rule 362 territory.

4. **Failure of Speed Control and/or Automatic Train Stop, With Cab Signals Still Working**

The movement of a train equipped with Speed Control or Automatic Train Stop not in operative condition for the direction of movement is prohibited. The only exception is when failure occurs after the engine leaves its initial terminal.

If the Speed Control and/or Automatic Train Stop fails en route, but the Cab Signal remains operative, the engineer must take the following actions: (If the Cab Signal fails as well, be governed by Part "c" above.)

a. Notify the train dispatcher and conductor as soon as possible without delay to the train. The reason and location of the failure must be included in this report.

b. Do not exceed 40 MPH unless governed by a "Clear to Next Interlocking" signal or Form EC-1 authorizing Rule 363.

c. Consider the failed apparatus as inoperative until the engine has been repaired, tested and found to be functioning properly.

The train dispatcher must inform the train dispatcher of the connecting dispatching district, division, or railroad of the train with inoperative Speed Control and/or Automatic Train Stop.

5. **Engineer Not on Leading End**

A train operating with the engineer on other than the leading end of the movement must operate at Restricted Speed, unless governed by a "Clear to Next Interlocking" signal, or Form EC-1 authorizing Rule 363.

6. **Field Part of CSS Inoperative**

When the field part of the CSS is removed from service by the Signal Department, trains with operative cab signals may be authorized by the train dispatcher to operate according to Rule 1280a, "Clear to Next Interlocking."

The train dispatcher must inform trains of the limits of the CSS outage, and the interlocking(s) where Rule 1280(a) will be displayed. Trains must approach the controlled point(s) where Rule 1280(a) is to be displayed prepared to stop. If Rule 1280(a) is not displayed, trains must stop and contact the train dispatcher for instructions.

If Rule 1280(a) cannot be displayed, trains must receive Form EC-1 substituting TWC-DCS Rules or TWC-DTC Rules for ABS Rules, or Form EC-1 to operate at Restricted Speed to the next interlocking.

363. Form EC-1 Authorization for Movement in Rule 362 Territory

Trains operating in Rule 362 territory that have experienced a cab signal, speed control, or automatic train stop failure, or that are operating with the engineer on other than the leading end of the movement, may be authorized by Form EC-1 to operate according to this rule when "Clear to Next Interlocking" signal cannot be displayed.

The train dispatcher must ensure that the track to be used is clear before issuing Form EC-1, which must be issued in the following format:

"Operate according to Rule 563 on No. 2 track from Tulsa to Parker"

Trains receiving this Form EC-1 must not exceed 70 MPH within the designated limits. In addition, trains with inoperative cab signals or with the engineer on other than the leading end must:

1. Approach home signals prepared to stop, unless Approach Normal (Rule 1280b) is displayed on a distant signal prior to the home signal.

2. Determine that all non-interlocked facing point switches are properly lined before passing over them, unless otherwise instructed on Form EC-1.

Determine that warning devices have been operating at least 20 seconds or gates (if equipped) are horizontal before occupying highway crossings equipped with automatic warning devices, unless otherwise instructed on Form EC-1.

Rules for Railroad Communications

The following definitions apply only to the use of Rules for Railroad Communication.

Communications Redundancy: A working radio on another locomotive in the consist, in addition to the occupied, controlling locomotive, or other means of working wireless communications.

Train: One or more locomotives coupled with or without cars, requiring an air brake test, except during switching operations or where the operation is that of classifying and assembling rail cars within a railroad yard for the purpose of making or breaking up trains.

Working Radio: A radio that can communicate with a train dispatcher of the railroad, or host railroad if in joint operations, (through repeater stations, if necessary) from any location within the rail system, except as provided in Note 1.

Working Wireless Communication: The capability to communicate with either a train dispatcher or the emergency responder of railroad through such means as a radio, portable radio, cellular phone, or other means of two-way communication from any location within the rail system, except as provided in Note 1.

Note 1.
Exceptions to the working radio and working wireless communication device communication capabilities:

a. In tunnels or other localized places of extreme topography, and
b. During temporary lapses of coverage due to atmospheric or topographic conditions.

401. Document Inspection
Employees must permit inspection at any reasonable time by a duly accredited representative of the Federal Communications Commission (FCC) of:

1. Radio equipment in the employee's charge.

2. FCC documents pertaining thereto.

402. Technical Adjustments
Only persons authorized by the FCC are permitted to make internal adjustments to a railroad radio.

403. Radio Station Information
Special Instructions designate the:

1. Location of base and wayside stations
2. Times such stations are attended
3. Channels assigned to such stations

404. Interference From Other Radios
If any non-railroad communication interferes with railroad radio service, employees must attempt to determine the identity of such station. The occurrence must be reported as soon as possible to the superintendent. This report should include the:

1. Exact time
2. Nature of the communication
3. Identification of the station, if possible.

405. Use of Communication Devices
Communication devices are to be used:

1. In connection with Company business
2. To contribute to safety
3. To prevent train delays and damage to equipment

The use of citizen band radios is prohibited.

The engineer may designate another crewmember to handle radio communications.

406. Prohibited Transmissions

Employees must not knowingly transmit any:

1. False emergency communications,
2. Unnecessary, irrelevant, or unidentified communication, or
3. Obscene, indecent, or profane remark.

407. Test Communication Devices
Each radio and wireless communication device used in connection with these rules must be tested as soon as practicable prior to beginning the work assignment.

The test of a radio shall consist of an exchange of voice transmissions with another radio. The employee receiving the transmission will advise the employee conducting the test of the clarity of the transmission.

408. Communication Equipment Failure

1. Should a radio or wireless communication device fail during a required test:

   a. Must be removed from service.

   b. Other means of communication must be used to ensure the safety of, and reduce delays to, railroad operations.

   c. The train dispatcher or yardmaster must be notified as soon as possible.

2. If a working radio on an occupied, controlling locomotive fails en route, the train can continue until the earlier of the next:

   a. Calendar day inspection, or

   b. Forward point where the radio can be repaired or replaced.

409. Communication Device

1. **Requirements for Trains**
Before departing its originating terminal, each train must be equipped with:

   a. A working radio in the occupied, controlling locomotive,

   b. Communication redundancy.

2. **Requirements for Roadway Workers**
Do not use this rule if trains cannot or will not operate through the work area while a roadway worker is present.

   a. **Maintenance-of-Way Equipment**
   Each group of maintenance of way equipment traveling together between work locations without locomotive assistance and under the same authority must have:

      (1). A working radio on at least one piece of equipment in the group.

      (2) Communication capability between each additional piece of equipment in the group.

   Upon reaching the work site, the maintenance-of-way work group must have intra-group communications capability.

   b. **Employees responsible for on-track safety:**
   Each employee-in-charge and lone worker must have a working radio.

   When practicable, the employee must maintain immediate access to the working radio; otherwise the employee must be equipped with a radio capable of monitoring transmissions from train movements in the vicinity.

410. Radio Monitoring
Employees must keep:

1. Radios in the ON position.
2. The selector switch set for proper channel.
3. The volume adjusted to receive communication.

411. Positive Identification
When required by these rules to provide positive identification, employees must identify the name or initials of the railroad and:

1. Identify the base station, wayside station or yard station calling from or to by name and location of office or other unique designation.

2. Identify the mobile radio unit calling from or to by:

   a. using words that identify the precise mobile unit or the individual's title and name.

   b. train number, if one has been assigned, and the word "engine" followed by its initials and number, if on a locomotive.

   c. the letters "OTE" followed by its initials and number, if on on-track equipment.

   d. location of the equipment, including track.

After positive identification is achieved for transmissions in connection with switching, classification and similar operations wholly within a yard, fixed and mobile stations may use short identification, including the engine number when appropriate.

If an exchange of communications continues without substantial interruption, positive identification must be repeated every 15 minutes.

412. Initiating a Radio Transmission
Before transmitting by radio, an employee must:

1. Listen to ensure the channel is not being used.

2. Use positive identification procedures to identify the station calling from.

3. Use positive identification procedures to identify the station being called.

4. Require an acknowledgment with proper identification before proceeding with the transmission.

413. Receiving a Radio Transmission
Unless doing so would interfere with other duties relating to safety, radio transmission must be promptly acknowledged using positive identification procedures. Communication must be repeated to the transmitting party, except when it:

1. Relates to yard switching operations.

2. Is a recorded message from an automatic alarm device.

3. Is general in nature and does not contain any information, instructions or advice affecting railroad safety.

414. Ending A Radio Transmission
Except for those relating to yard switching, radio transmissions will be ended as follows:

OVER – The word "over" must be used at the close of each transmission to which a response is expected.

OUT – The word "out" must be preceded by positive identification at the close of each transmission to which a response is not expected.

415. Reporting Emergencies
When necessary to transmit an emergency message, the information should be transmitted even if the sending station is unable to obtain a response. If no acknowledgment is received, necessary action must be taken based on an assumption that the transmitted information was not received.

Emergency transmissions shall have priority over all other transmissions and the channel shall be kept clear of non-emergency traffic for the duration of the emergency communication.

Except in answering or aiding a station in distress, employees shall refrain from sending any communication until certain that no interference will result to the station in distress.

An emergency call must be preceded by the word "EMERGENCY" transmitted three times. Such calls must be made immediately and must describe the nature, degree and location of the emergency. They must be used only to cover initial reports of:

1. Derailments
2. Collisions
3. Trainline initiated emergencies
4. Storms
5. Washouts
6. Fires
7. Obstructions to track
8. Other hazardous conditions that could cause damage to property, injury to employees or the traveling public and/or serious disruption of railroad operations.

The station transmitting an emergency message must advise other stations in the area when normal radio communications may be resumed. This must be done by broadcasting the words "EMERGENCY MESSAGE TERMINATED."

416. Misunderstood or Incomplete Radio Communications
A radio communication must not be acted upon and shall be treated as though not sent when it:

1. Is not fully understood.
2. Has not been completed.
3. Does not comply with the Operating Rules.

417. Clarity of Transmissions
If necessary, a phonetic alphabet (Alpha, Bravo, Charlie, etc.) will be used to ensure clarity of letters used as initials, except letter initials of railroads.

A word, which needs to be spelled for clarity, shall first be pronounced, and then spelled. If necessary, the word shall be spelled again using a phonetic alphabet.

Numbers will be spoken by digit, except exact multiples of hundreds and thousands may be stated as such.

A decimal point shall be designated by the word “point”.

418. Communication of Signal Indications
Only a train crew member may transmit information to other members of the same crew about the position or aspect displayed by a fixed signal.

Except when a train dispatcher permits a train to pass a Stop indication by radio in accordance with rules or special instructions, radio communications must not be used to convey instructions that would have the effect of overriding the indication of a fixed signal.

419. Transmitting Information
Information that is required to be copied, such as a mandatory directive, radio waybill, etc., will only be transmitted to employees on moving equipment when it can be received and copied without impairing safety.

When the information to be transmitted will restrict the movement within 3 miles, the movement must be stopped. The information must be completed before the movement is permitted to proceed, unless the engineer has been fully advised of the situation and can comply.

When such information is transmitted to moving equipment, it must not be copied or repeated by an employee operating the equipment.

If the identifying engine does not have “CSX” on it, the initials appearing on the engine will precede the number. For example “Eng BNSF 1800"

420. Mandatory Directives

1. Procedure
The procedure for transmitting a mandatory directive is as follows:

Step	Who Does It	What Happens
1	Train Dispatcher	Calls the employee or train addressed and states the intention to transmit a mandatory directive.
2	Receiving Employee	- States title, name and location - Confirms being prepared to receive mandatory directive
3	Train Dispatcher	States name of person copying mandatory directive. Transmits the mandatory directive.
4	Receiving Employee	- Copies the mandatory directive in writing on the prescribed form or in the prescribed format. - Reads back to the Train dispatcher what has been written.
5	Train Dispatcher	- Ensures accuracy of repeated directive. - States time and initials of employee authorized to issue mandatory directives
6	Receiving Employee	- Records the time and initials given. - Acknowledges the train dispatcher by repeating that information.

2. Acting Upon and Retaining

Mandatory directives must not be acted upon by other than those addressed.

Before acting on a mandatory directive the conductor and engineer must:

a. each have a written copy.

b. make certain it is read and understood by all members of the crew.

Mandatory directives, which have been annulled, fulfilled or cancelled, must be:

a. clearly marked with an “X”.

b. retained for inspection for a period of 7 days.

421. Shoving or Backing Movements
When radios are used in connection with switching, backing, or pushing a train, locomotive, car, or on-track equipment, the employee directing the movement must keep in constant radio contact with and give clear and complete instructions to the employee receiving the instructions.

1. These instructions must specify:

a. The distance of the movement to be made or the sight distance available, whichever is less, in 50 foot car lengths.

b. The position of any switches involved with the move.

c. That the employee directing the movement is clear of all track.

2. The movement must be stopped in one-half the specified distance, unless additional instructions are received.

3. The movement must be stopped if there is doubt as to:
   a. The meaning of the instructions, or

   b. For whom such instructions are intended.

4. When the stop is made in accordance with paragraph 2 or 3, above, the movement will not resume until:
   a. An additional job briefing is conducted.

   b. All concerned understand the move to be made.

422. Radio communication may be used to ensure proper identification when:

1. Identification of trains is necessary, and

2. The engine number and marker cannot be plainly seen.

It may be used to confirm proper identification, and to confirm that the entire train has passed.

423. Hand-Operated Main Track Switches In Non-Signaled Territory Required Communication

Each time a crewmember or employee operates or changes the position of a hand-operated main track switch in non-signaled territory, the crewmember must communicate with the engineer, or a co-worker when the employee operating the switch is not part of a train crew and a co-worker is present by radio while physically at the switch location,

A. The switch name and location, and
B. Position of the switch (normal / reverse).

The engineer or co-worker must acknowledge the above information before movement occurs.

When releasing authority to the train dispatcher employees will notify the train dispatcher all switches are lined and locked in normal position.

If radios become inoperable, all crewmembers or employees must conduct a job briefing regarding the use of hand-operated main track switches in non signaled territory before use.

A note must be entered on the Switch Position Awareness Form of the inoperable radio(s).

424. Oral Instructions
Oral instructions that concern the movement of trains or on-track equipment must be repeated. Before the instructions may be acted upon, both parties must confirm their mutual understanding. Each party must give their initials to each other.

Train Dispatcher Rules

500. Maintaining Records

Train dispatchers must maintain the required information and records. Train dispatchers are responsible for the use of the control machine and care of the office.

Managing Signals and Signal Appliances

501. Clearing of Controlled Point Signals

Unless specifically stated otherwise for particular locations, controlled absolute block signals must be kept in "Stop" position, except when displayed for a movement.

Controlled point signals govern the use of the routes of a controlled point. They must be operated sufficiently in advance of approaching trains to avoid unnecessary delay.

Appliances must be operated carefully and only by those charged with that duty, or by authorized students under the direction of those in charge.

502. Controlled Point Appliances: Locking

If impossible to lock a controlled point appliance, two actions must be taken:

1. All control mechanisms must be placed in the required position and blocking devices applied, and
2. All affected appliances must be properly lined, and spiked or wedged.

Exception: If the controlled point appliance is dual controlled, it must be properly lined and locked manually.

The train dispatcher must not give a train permission to pass a Stop Signal until the two above requirements are met.

503. Signal and Appliance Fail to Operate Properly

If a signal fails to operate properly, its operation must be discontinued and the signal must be blocked to display its most restrictive aspect.

The train dispatcher must report any unusual operation of signals and appliances promptly to the Signal Specialist. Unauthorized repairs, alterations or additions must not be made to controlled point or control machines.

504. Out-of Correspondence Light

Train dispatchers must observe the functioning of the out-of-correspondence lights on code-type control machines during the operation of power-operated switches. Should such lights fail to function when the switches are operated or should continuous type indication lights fail to indicate the position of the switch, it must be determined to which position the switch has moved.

The blocking device must be applied to prevent the switch's movement from that position, before the signal governing movement over the switch may be lined.

504-A. Out-of-Correspondence Light

Train dispatchers must not line signals for movement over switches while the out-of–correspondence light on the code-type control machines is illuminated (unless specifically stated otherwise for particular control machines).

Managing Train Movements

505. Controlled Point Signals

Employees responsible for operating the appliances must observe whether the indication of visible repeaters for switches and block signals corresponds with the positions of control levers. Signal and switch-controlling apparatus on the control machine must be left as positioned for the movement and must not be changed until the movement has been completed, unless it is necessary to change a signal to "Stop."

When it is necessary to change a signal or route for which signals have been cleared, and there is a possibility of an approaching train being affected, the employee must have a clear understanding with the train of the move to be made, or, except in emergency,

1. The train must be stopped,
2. Signal appliances must not be operated, and
3. Signals must not be cleared for opposing or conflicting movements.

Derails and movable-point frogs must be restored to normal position after the movement has been completed, and the controlling apparatus must be placed to correspond with the indications appearing on the control machine.

506. Controlled Point Mechanisms

Control mechanisms that operate a controlled point appliance must not be operated when any portion of a train is occupying the appliances.

When a model board light section is showing occupancy by a train in which a power-operated or controlled point switch, derail or moveable-point frog is located, no attempt will be made to operate the apparatus.

507. Blocked Sidings and Main Tracks

When sidings or main tracks are blocked, the train dispatcher must include an identification of the location and a description of the specific condition affecting the use of such tracks in the written transfer of information.

When controlled switches and signals govern the entrance to these tracks, the train dispatcher must ascertain that the devices controlling these apparatuses are blocked and coded in position (if code controlled) to prevent the inadvertent movement onto such tracks.

When controlled switches and signals are not available, trains affected will be issued a dispatcher message identifying the location and describing the condition.

Exception: Trains cleared without the dispatcher message will be issued Form EC-1.

508. Train Stopped by Emergency Brake Application

Following notification from a train crew that their train has been stopped by an emergency application of the train brakes, the train dispatcher must give the next train to pass over this section of track the mile post location described Rule 90 (1).

This train must be instructed to move at Restricted Speed until the leading end has reached the furthest end of the designated location, looking out for and reporting any irregularity to the train dispatcher.

509. Permission to Make a Reverse Movement

Before authorizing a reverse movement the train dispatcher must ascertain that the track is clear of conflicting movements. The train dispatcher must also ascertain that no conflicting movements have been authorized. Possible conflicting movements must be controlled by an absolute signal, by dispatcher message, Form EC-1 or by withholding authority to proceed.

510. Protecting a Train Within Track Segment Limits

Before authorizing a train to work in both directions, the train dispatcher must ascertain that:

1. The track segment is clear of other trains, except as provided in Rule 510-A. That no other trains have been authorized to use the limits; and

2. The devices controlling the signals and/or the switches are blocked and coded in position (if code controlled) to prevent any conflicting movements into the protected limits.

510-A. Protecting Multiple Trains In Track Segment Limits

It may become necessary to authorize more than one train to work in both directions within the same track segment. If this is necessary, each authority must include the requirement for such trains to protect against each other.

510-B. Blocking Devices Protecting Track Segment

The blocking devices must not be removed until the conductor(s) of the train(s) report(s) clear. Should the conductor(s) fail to report clear, the blocking devices must not be removed. This must be done even though the train dispatcher system shows the limits to be clear or the time limits expire.

Managing Engineering Work Within Controlled Points

511. Controlled Point Signals and Appliances

When controlled point signals and appliances are undergoing repair stop signals must be displayed and blocking devices applied to all affected signals and appliances.

Signals must remain in stop position and blocking devices applied until the Signal Maintainer has reported that repairs have been completed.

512. Local Control, Maintenance Lock-Out and No-Check Functions

Before granting authority the train dispatcher must,

1. Ascertain that the segment of track to be used is clear and maintained clear of all trains and on-track equipment and that no movements have been authorized within the requested limits.

2. Apply necessary blocking devices, or withhold authority at the control point located on each side of the requested location(s).

3. If the control point located on each side of the requested location(s) is not indicating, all movements must be protected by withholding authority to proceed or by issuance of Form EC-1 instructions.

514. Operating Appliances for Testing and Adjustment

Switches, electric locks, and block signals will be operated for signal maintainer or track forces for testing and adjustment purposes, and switches will be lined for the movement of on-track equipment, when these actions will not delay trains.

Managing Unusual Situations

515. Movements That Might Not Shunt

Train movements that might not shunt track circuits must be made on signal indication. Before permitting train movements of this kind, the train dispatcher must ensure that all controlled point signals and appliances are properly lined and secured with blocking devices.

After the equipment has entered controlled point limits, the home signal, if displayed, must be set to display stop signal and secured with a blocking device. Thereafter, the train dispatcher must not remove the blocking devices protecting any portion of the affected route until the employee in charge of the equipment has reported clear of the opposing signal governing that portion of the route.

The employee in charge of the equipment must notify the train dispatcher when the movement is clear of controlled point limits.

516. Rust on Rail

When notified that the head of rail is covered with rust or other material that may interfere with the shunting of track circuits, the train dispatcher must know:

1. That devices controlling the switches and/or the signals are blocked and coded in position (if code controlled) to prevent the inadvertent use of the affected track(s);

2. That before permitting movement on the affected track(s), the devices controlling the switches and the derails in the route and the opposing signals are blocked and coded in position (if code controlled) to protect the movement;

3. That such movement is clear of the affected track(s) before removal of the blocking devices that protect the movement over said track(s); and

4. That the blocking devices are applied again to prevent the inadvertent use of the affected track(s), when the movement is clear of said track(s).

The blocking devices applied to prevent inadvertent use of the affected track(s) must be stenciled “Rusty Rail” or a notation of this must be recorded. The model board must not be depended upon to indicate that the movement is clear of the affected track(s).

517. Derailment or Damage

If there is a derailment or if any damage occurs to the track or controlled point, the train dispatcher must

1. Code signals to stop,

2. Apply blocking devices to the controls of all controlled point signals and appliances that may be affected, and

3. Withhold authority.

No movement may be permitted until all parts of the controlled point and track that may be damaged have been inspected and are confirmed safe for the movement.

520. Leaving Track Lights On, Signals Functioning Erratically

1. The Train Dispatcher must promptly notify the Signal Specialist when one of the following conditions exists.

a. Track occupancy lights(s), which is unexplained,

b. Track occupancy light(s) that remains on behind a train,

c. Track occupancy light(s) that remains on after track or signal work, or

d. Signal(s), which is functioning erratically.

2. **Signals**
When any signal is functioning erratically, its operation must be discontinued. A controlled signal must be blocked to display its most restrictive aspect.

Note: A signal is considered functioning "erratically" when the signal aspect changes from one indication to another indication more than once.

3. **Track Lights**
When a train leaves,

a. Two or more track occupancy lights on, or

b. The last track occupancy light on leaving signaled territory.

The train must be stopped and the crew instructed to make a complete walking inspection of the train.

The Train Dispatcher must grant authority to the authorized employee upon notifying the Train Dispatcher they are at the location to inspect and/or repair the reported problem.

521. Report of Rough Track

When rough track is reported,

1. Prevent movements on the affected track by applying blocking devices or withholding authority.

2. Notify the chief train dispatcher and the engineering department personnel responsible for the territory ,

3. Notify affected trains.

4. Blocking devices or withholding authority will be maintain until the track has been reported safe by the engineering department.

If necessary to move a train through the affected area, prior to the Engineering Department arriving, instruct the train to move at restricted speed and report any irregularity to the train dispatcher.

522. Heat or Flash flood Inspections

Engineering employees who ask for track time to perform heat or flash flood warning inspections, allow the employee the track as soon as possible in accordance with current rules and special instructions in effect. If not allowed on the track, the engineering employee has the right to instruct the train dispatcher not to operate trains over this track until it has been inspected.

523. During Freezing Temperatures

When conditions caused by weather may interfere with switches, derails or movable-point frogs, the train dispatcher must contact maintenance employees.

Managing the Protection For Trains, Work Forces and On-Track Equipment

524. Trains, Work Forces and On-Track Equipment

When rules or special instructions require protection to be provided by the display of controlled absolute signals and/or by controlled switches that are positioned to prevent conflicting movement, the train dispatcher must comply with the following instructions.

1. The devices on the code-type control machines that control the signals and/or the switches must be blocked, but, first, they must be properly lined, coded, and the indications must be observed to ensure that the controlled functions in the field are in agreement with the controlling devices. If the indication is not received to confirm that the controlled functions and

the control devices are in agreement, the controlled functions must not be used to provide protection.

2. The devices on non-code-type control machines that control the signals and/or the switches must be blocked, but, first, indications must be observed to ascertain that the controlled functions in the field are in agreement with the controlling devices. When switch levers are provided with out-of-correspondence lights, before the blocking devices may be installed, the functioning of these lights must be ascertained by manipulating the lever.

3. Model-board indications must not be accepted as assurance that a track section is clear of trains, except when the movement has been continuously observed and there is no other practical way of identification.

4. Train dispatchers must not use such protection when notified that work is being performed that could interfere with the normal functioning of the control machine or its associated code equipment.

5. Train dispatcher must record the specific authority or permission issued, as required.

Note: When applying blocking devices as prescribed by Paragraphs (1) and (2), the blocking devices must be applied until the protection is no longer required. However, the train dispatcher may remove the blocking devices to route movements around the protected area, or to close up a section of track behind an OTE authority as provided in Rule 704(6-d). In such event, new protection must be provided before the removal of the original blocking devices.

525. Protecting Trains

When notification has been received that work will be performed that will interfere with the safe passage of trains, controlled signals and/or switches must be blocked in position to prevent movement over the affected track. No movement will be permitted until the employee performing the work notifies the train dispatcher that he work has been completed.

526. Protection of Work Forces and On-Track Equipment as Prescribed by On-Track Worker Rule 704

Before authorizing the track to be occupied, the train dispatcher must:

1. Determine the specific location including mile post of initial occupancy;

2. Ascertain that the segment of track to be used is clear of opposing trains and that no following trains have been authorized;

3. Except where rule 193 is the authority for movement in non-signaled territory, if a preceding train is within the requested limits.

a. The train dispatcher must confirm with the conductor or the engineer as to the location of their train and that it has passed the location where the initial track occupancy will be made.

b. The train must be identified in the "REMARKS" portion of the authority and recorded as follows, "R18109, engine 5931 SOUTH ahead at MP ANB 109.0." Such train will not be passed without permission of the train train dispatcher who must provide protection for the movement.

4. **IN CASE OF EMERGENCY**: if a conflicting train is within the requested limits, an authority may be issued only after:

a. The train has been stopped as outlined in (7).

b. A clear understanding exists of the move to be made between the employee to whom the authority will be given and the conductor or engineer, and

c. The train is identified on the authority and recorded as follows, "Protecting yourself against A74609, engine 1832 stopped at MP XXB156.0."

5. Ascertain that the segment of track to be used is clear of other on-track equipment, unless:

a. **IN CASE OF EMERGENCY**: If a OTE movement is within the requested limits, both employees in charge must be notified in the "REMARKS" portion of the authorities.

6. O.T.E. operators are required to have in their possession a copy of the current day train dispatcher bulletin.

Exception: If a current day dispatcher bulletin is not available information concerning other authorities within the requested OTE limits is shown in the "REMARKS" portion of the authority.

7. Prevent any conflicting movement from entering the segment of track, as may be necessary, by;

a. Applying the necessary blocking devices,

b. Issuing dispatcher messages or Form EC-1 instruction, and/or

c. Withholding authority,

8. The train dispatcher must not remove the blocking devices or otherwise release the protection provided, until the track is reported clear. This will apply even if the time has expired, unless additional safeguards as outlined below are provided for train movement.

The track will be considered clear only when the employee to whom the authority is issued reports clear as follows:

"Employee-in-charge NAME is off and clear of the track between CONTROLLED LOCATION and CONTROLLED LOCATION on permit NUMBER."

A specific location will be considered as reported by only when the employee to whom the authority is issued reports as follows:

"Employee-in-charge NAME is North of CONTROLLED LOCATION on permit number."

Exception: After the expiration time of an authority, the train dispatcher may permit a movement to enter the track segment if:

a. Unable to contact the employee in charge to cancel his authority, and

b. If a train is to enter the limits, Form EC-1 instruction must be issued stating "TRAIN IDENTIFICATION will move at controlled speed not exceeding 20 MPH account track occupancy by engineering forces in charge of NAME between CONTROLLED LOCATION and CONTROLLED LOCATION."

c. If an OTE movement is to enter the limits, the OTE operator copying the authority must be notified in the "REMARKS" portion the name of the OTE operator within the occupied limits and will move at controlled speed not exceeding 20 MPH.

527. Permission For Non-Insulated OTE to Pass a Stop Signal

The train dispatcher must not authorize non-insulated on track equipment to proceed by a Stop signal governing movement over a Remotely Controlled railroad crossing until:

1. Controlled absolute signals on the intersecting line are coded to stop;

2. If the train dispatcher is unable to comply with (1), he will ascertain that there are no conflicting movements or that conflicting movements are under his control; or

3. If the train dispatcher does not have control over movements on the intersecting line, he must so inform the on-track equipment operator. He must give permission to proceed as prescribed by On-Track Worker Rule 706-A.

528. Protection Of Work Forces as Prescribed by On-Track Worker Rule 707

Before issuing a work authority, the train dispatcher must ascertain that:

1. Trains which do not have a copy of the associated Form W (1) and OTE are clear of the work limits unless other arrangements are made with the employee in charge; and

2. All trains that could be affected either have a copy of the associated Form W (1) or that a copy of it is in placed for delivery to these trains.

529. Protection of Track Removed From Service Per On-Track Worker Rule 707-A or 707-C

Before issuing an EC-1 authority to the employee in-charge, the train dispatcher must ascertain that:

1. No on-track equipment or work force has an authority within the track segments(s); and

2. No trains are within the track segment(s) unless they have first been issued a Form EC-1 or Dispatcher Message Form T.

The protection of EC-1 will be maintained until the employee in-charge advises that it may be annulled.

Managing Additional Train Dispatcher Responsibilities

530. Removing, Conditioning or Restoring Defect Detector

1. **Removing and Conditioning**

Defect detectors may only be removed from service or conditioned by signal specialist per contingency plan(s) addressing.

a. Weather, or

b. Maintenance.

When necessary to remove any function of a defect detector the entire defect detector will be removed from service.

2. **Restoring**

Signal specialist only will be permitted to restore defect detectors.

3. **Dispatcher Message(s) and Special Instructions**

Catastrophic events will require a review of defect detectors in-service and instructions will be issued accordingly.

Instructions will be issued or annulled per the authority of a signal specialist only.

4. **Operations Center Procedures**

When requested by signal specialist a dispatcher message will be issued.

The following procedure will apply when removing defect detectors from service and restoring them to service.

a. **To remove DD from service –**

(1) The signal supervisor or signal maintainer, after contacting the train dispatcher will remove a defect detector from service and then turn off all audible and visual indication equipment.

(2) The train dispatcher will issue a dispatcher message or Form EC-1 instruction removing it from service. The dispatcher message number will be given to the signal supervisor or signal specialist.

b. **To restore DD to service –**

(1) The signal supervisor or signal specialist will notify the train dispatcher that defect detectors can be placed back in service.

(2) The train dispatcher will annul the dispatcher message or cancel Form EC-1 instruction that was issued taking the defect detector out of service, giving the signal supervisor or signal specialist the annulment dispatcher message number.

c. **Conditioning DD –**

(1) The signal supervisor or signal specialist, will notify the train dispatcher that a defect detector needs conditioning.

(2) The train dispatcher will issue a dispatcher message or Form EC-1 instruction requiring trains to not exceed 30 MPH over defect detector. The dispatcher message number will be given to the signal supervisor or signal specialist.

(3) The train dispatcher will annul the dispatcher message or cancel Form EC-1 instruction that was issued, giving the signal supervisor or signal specialist the annulment dispatcher message number.

5. Dispatcher Message

Example 1.

"Unless otherwise restricted trains will not exceed 30 MPH over defect detectors located at _____"

Example 2.

"Unless otherwise restricted trains will not exceed 30 MPH over defect detectors located between MP ___ and MP ____"

Example 3.

"Unless otherwise restricted trains will not exceed 30 MPH over defect detectors located on the _____ subdivision"

530-A. Dispatcher Messages

When a dispatcher message is issued or modified for the following types

1. Temporary speed restrictions,
2. Defect detectors, or
3. Malfunction of grade crossing automatic warning devices

The Train Dispatcher will give the dispatcher message number to the employee making the request.

531. Train dispatchers report to and receive instructions from the chief train dispatcher. They must also comply with the instructions of other Company officers.

Assistant chief train dispatchers and night chief train dispatchers report to the chief train dispatcher and in his absence, will exercise his authority.

532. Train dispatchers are responsible for directing the movement of trains and on-track equipment. This must be done in a safe and efficient manner. It must also be done in accordance with the rules, special instructions and procedural instructions governing centralized train dispatching system.

532-A. Train dispatchers must keep a record of trains and on-track equipment, noting all-important incidents.

They must record EC-1 information, Release Forms, and authorities. Such records, when repeated by those copying, must be monitored for accuracy.

533. Train dispatchers must take prompt action to provide protection against any known condition that could affect the safety of trains, on-track equipment, employees, or the public. The following must be recorded and reported promptly to the chief train dispatcher:

1. Defects in engines, cars, track, signals and related equipment,
2. Delays that appear to be excessive,
3. Failure of trains to move at usual speed, and
4. Other unusual occurrences.

534. Train dispatchers must furnish information relating to the movement of trains to those authorized to receive such information.

535. Train dispatchers must give clear instructions that are;

1. Direct and to the point;
2. Take the initiative to ensure that trains move safely;
3. Anticipate hazardous conditions; and
4. Avoid issuing instructions, dispatcher messages and Form EC-1 instructions that might be confusing or misunderstood.

If the train dispatcher learns that instructions have been misunderstood or that there is any question as to the correct interpretation, the train dispatcher must provide a clear explanation. If necessary, the train dispatcher must annul the misunderstood or questioned document. He must then issue another that is clear and understandable.

539. When a switch or derail is left in other than normal position, in accordance with Rule 104-F, the train dispatcher must provide protection as required, by:

1. Withholding authority for movement,
2. Issuing dispatcher messages or Form EC-1 instruction describing the condition, or
3. Blocking signals and switches.

540. Before assuming duties, the relieving train dispatcher must:

1. Know the movement of trains, OTE, and work forces,
2. Examine the reading file,
3. ***Examine the CSX Procedural Instruction Manual,*** and
4. Enter his identification into the computer system, in the presence of the train dispatcher being relieved.

Before going off duty, the train dispatcher must know such matters listed above are understood by the relieving train dispatcher.

Introduction

This section defines procedures to prevent roadway workers (both CSXT and contractor employees) from being struck by cars, locomotives, on-track equipment, or other equipment while performing their duties. This section has been prepared in accordance with Federal Railroad Administration regulations found at Title 49 of the Code of Federal Regulations Part 214.

All CSX Safeway Rules and On-Track Worker Rules, governing employee duties while working on track, operating equipment, and working near equipment being operated are attached as appendices to this document for your ease of reference.

Program Responsibilities

CSXT has overall responsibility for ensuring that employees understand and comply with the rules and requirements for on-track safety.

Each roadway worker is responsible for:

1. Following the rules governing on-track safety.

2. Staying clear of any track until the work activity requires fouling the track.

3. Determining that track protection in accordance with this manual is being provided before fouling a track.

Good Faith Challenge Procedure

1. **Good Faith Challenges**

CSXT employees have the absolute right to challenge in good faith whether:

a. The On-Track Safety procedures applied at the job location comply with CSXT Rules.

b. Roadway maintenance machine or hi-rail vehicle being used complies with FRA regulations or has a condition that prevents its safe operation.

Prior to initiating a challenge, the employee shall discuss the issue at the job location with the employee-in-charge to clarify any misunderstanding that may exist.

2. **Making a Good Faith Challenge**

When making a good faith challenge:

a. Do not foul the track or operate the equipment until the challenge is resolved

b. Refuse any directive to violate any on-track worker rule or FRA regulation.

c. Notify the employee-in-charge (or the employee's immediate supervisor) of the challenge.

3. **Receiving a Good Faith Challenge**

Employee-in-Charge

When a good faith challenge is made:

a. Instruct all employees to not foul the track, if on-track protection is the basis for the challenge.

b. Instruct the operator of the equipment not to operate the equipment, if an unsafe roadway maintenance machine or hi-rail vehicle is the basis for the challenge.

c. Attempt to resolve the challenge.

If you agree with the concerns expressed, take the appropriate steps to correct the situation before permitting employee(s) to foul the track or operate the machinery.

If you disagree with the concerns expressed, inform the employee and instruct him to complete a CSXT Good Faith Challenge Form.

4. **Resolving a Dispute Involving a Good Faith Challenge**

In the event the roadway worker maintains his good faith challenge, the employee-in-charge must submit the completed CSXT Good Faith Challenge Form to the appropriate officer and request resolution.

Submit challenges dealing with:

a. On-track safety procedures to CSXT's Operation Center.

b. Roadway maintenance machine or hi-rail vehicles to the plant manager at the Bryan Park Equipment Shop.

The officer having jurisdiction will make a determination regarding the challenge.

If it is determined that the challenge is valid, the officer having jurisdiction will instruct the employee-in-charge to make whatever correction necessary. After the corrections are made, the employee(s) will be informed and instructed to return to work.

If it is determined that the challenge is not valid, the employee(s) will be informed and instructed to return to work.

Job Briefing

1. **Working On a Common Task**

Any group of workers, regardless of class or craft that is working on a common task that involve fouling a track is considered a roadway work group. Each group will have one roadway worker, refer to as the employee-in-charge, designated to provide on-track safety for all members of the group.

The employee-in-charge, or other designated employee, will conduct a job briefing with roadway workers whose duties require fouling a track. The job briefing will be provided before the track is fouled and will cover:

a. Tasks to be performed;

b. Type of track protection in place

c. Track limits of protection

d. Time limits of protection

e. Track number if in multiple track territory; and

f. Instruction on the on-track worker rules to be followed

2. **Job Briefing Steps For On-Track Safety**

Discuss the sequence of basic job steps.

Point out potential hazards related to the job. Also, explain the type of track protection established for the employee work team or an employee working alone.

Check equipment and tools before using, even if they are thought to be in good condition.

Review protective equipment required for this job.

Insure that everyone understands the instructions and acknowledges how the job is performed safely.

Follow-up with fellow employees to insure compliance with safe work practices.

A job briefing is complete only after all roadway workers have acknowledged understanding of the on-track worker procedures and instructions.

Before any member of a roadway work group fouls a track, the employee-in-charge will arrange to have each roadway worker informed of the on-track safety method to be used and followed during the performance of the work at that time and location. Each roadway worker will again be informed at any time the on-track safety methods change during the work period before the change is in effect.

A lone worker must conduct a job briefing at the beginning of each duty period with his designated supervisor, or, in the supervisor's absence, with another employee designated by a supervisory officer. The employee must communicate his work plan and intended procedures for on-track safety. When communications are disabled, this job briefing shall be conducted as soon as possible when communications are restored. An interruption of communications does not prevent a lone worker from starting work.

Roadway Worker Protection

1. **Working Limits**

Working limits is a form of on-track safety. Only one qualified roadway worker will establish and control working limits for the purpose of on-track safety. All movements of trains, engines and other railroad equipment within established working limits will be under direction of the employee-in--charge. Working limits may not be released for operation of trains, engines, or other railroad equipment until all roadway workers have been notified. On controlled track, working limits will be established in accordance with On-Track Worker Rules 606, 704, 707. On non- controlled track, working limits will be established in accordance with On-Track Worker Rule 704-A.

2. **Exclusive Track Occupancy**

On controlled track (a track upon which all movements of trains must be authorized by a train dispatcher or control operator), working limits may be established in accordance with On-Track Worker Rules 606, 704, 707.

3. **Inaccessible Track**

On non-controlled track (a track upon which trains may move without receiving authorization from a train dispatcher or control operator), working limits are established in accordance with On-Track Worker Rule 704-A.

4. **Train Approach Warning**

On-Track Worker Rule 704-C governs the limited circumstances in which members of a roadway work group may foul a track outside of working limits. A member of a work group may foul a track outside of working limits only to perform routine inspections or minor corrections; and only when a watchman/lookout provides warning of approaching trains. The watchman/lookout will provide train approach warning by the following means:

daytime - a whistle or air horn and a white flag or disc.

night-time - a whistle or air horn and a lantern or fusee.

Train approach warning must be sufficient to permit each roadway worker to move to and be in a place of safety at least 15 seconds before a train moving at the maximum speed authorized on that track can reach the worker's location.

5. **Roadway Work Groups**

No roadway worker who is a member of a roadway work group may foul a track unless on-track safety has been provided by exclusive track occupancy

No member of a roadway work group may foul a track unless he has been informed by the employee-in-charge that on-track safety is being provided.

Working limits for roadway work groups engaged in large-scale maintenance or construction projects must include adjacent tracks.

6. **On-Track Safety Procedures for Lone Workers**

On-Track Worker Rule 704-B establishes the on-track safety procedures for lone workers. A lone worker who fouls the track while performing routine inspection or minor correction may use individual train detection to establish on-track safety only when permitted by Rule 704-B. A lone worker retains the right:

a. To use roadway worker protection safety procedures other than individual train detection if he deems it necessary.

b. To work in a place of safety until a different form of on-track safety can be established.

(1) **Individual Train Detection** - Individual train detection may be used to establish on-track safety only when <u>all</u> of the following conditions have been met:

(a) The employee has been trained, qualified and designated as a lone worker;

(b) The employee is performing routine inspection and/or minor correction work;

(c) The employee is working on a track outside the control limits of a remotely controlled hump yard facility, an inter-locking or a controlled point;

(d) The employee is able to visually detect the approach of a train, engine, or other railroad equipment moving at the maximum speed authorized on that track, and can move to and be in a previously determined place of safety, not less than 15 seconds before the train, engine or other railroad equipment would arrive at the location of the lone worker;

(e) Where no power-operated tools or roadway maintenance machines are being used in a manner that impairs the hearing of the lone worker;

(f) Where the ability of the lone worker to hear and see approaching trains, engines, or other railroad equipment is not impaired by background noise, lights, precipitation, fog, passing trains or any other physical conditions.

(2) **Position of Worker** - The place of safety to be occupied by a lone worker upon the approach of a train, engine or other railroad equipment will not be on a track unless working limits are established on that track. A lone worker using individual train detection for on track safety while fouling a track will not occupy a position or engage in any activity that would interfere with that worker's ability to maintain a vigilant lookout for and detect the approach of a train, engine or other railroad equipment moving in either direction.

(3) **Statement of On-Track Safety** - Form SOTS1 will be completed by any lone worker who chooses to use individual train detection in accordance with On-Track Worker Rule 704-B. Form SOTS1 shows the sight distance required to observe and clear a train, engine, or other railroad equipment approaching at maximum speed authorized on that segment of track not less than 15 seconds before such equipment can arrive at the clearing point. Remember, additional sight distance must be added to the distance shown in the chart to allow for any time required to move from the work location to the place of safety (see chart on inside back cover of SOTS1 book). In addition, the Form will designate the limits of the track for which it is prepared and the date and time for which it is valid. The Form will show the maximum speed authorized of trains within the limits for which it is prepared and the time required to reach the designated place of safety. The lone worker using individual train detection to establish on-track safety will produce the Statement of On-Track Safety when requested. This form is a written confirmation of a self job briefing. Additional forms must be completed as the job briefing is updated throughout the work period. The form and instructions are included in Section 8.

Roadway Maintenance Machines

CSX rules also include specific provisions for the safety of roadway workers who operate or work near roadway maintenance machines.

1. **Training and Qualification**

Employees who operate roadway maintenance machines must annually receive training and pass a test demonstrating their understanding of on-track safety procedures for roadway maintenance machines.

As part of their qualification to operate a given type of machine, the operator must demonstrate an understanding of the roadway worker protection rules for that particular type of machine.

2. **Safety Procedures**

When operating roadway maintenance machines, do so in accordance with applicable rules in the CSX SafeWay - Engineering and Mechanical Rules and CSX On-Track Worker Rules.

3. **Communications**

Comply with the following rules when communicating with machine operators and/or roadway workers:

a. The CSX SafeWay - Engineering and Mechanical Rule E/M 10

b. CSXT Operating rule 400 thru 420

4. **Spacing**

Comply with the following rules to ensure proper spacing between machines and roadway workers:

a. The CSX SafeWay – General Rule 16, and E/M 13.

b. CSXT On-Track Worker Rules 727

5. **Speed**

Maximum working and travel speeds for machines is dependent upon weather, visibility and stopping distance and is governed by:

a. CSXT On-Track Worker Rules 720, 721, 727

b. The CSX SafeWay- Engineering and Mechanical Rule E/M 13.

6. **Instructions**

Before operating any machinery large enough to carry its instructional document, make certain that the document is on the machine.

Operate all machines in accordance with the instructions for safe operations.

Glossary

Adjacent Tracks

Two or more tracks with track centers spaced less than 25 feet apart.

Blocking Device

A lever, plug, ring, or other method of control that restricts the operation of switch or signal.

Controlled Track

A track upon which Operating Rules require a train dispatcher or operator to authorized all train movements.

Derail

A track safety device designed to guide equipment off the rails at a selected spot as a means of protection against collisions or other accidents.

Effective Securing Device

A device, used to prevent the operation of a manually operated switch or derail, that is:

1. Vandal resistant

2. Tamper resistant

3. Designed to be applied, secured, uniquely tagged, and removed only by the class, craft, or group of employees for whom protection is being provided.

Emergency Inspection or Repairs

Unforeseen circumstances, (such as but not limited to a derailment or forces of nature), has caused an inspection or a repair to be made to insure the safe movement of trains.

Employee-In-Charge

A designated roadway worker who is responsible for all movements and on-track safety for a roadway work group within working limits. An employee-in-charge must be qualified on Operating and On-Track Worker Rules and physical characteristics.

Exclusive Authority to Move

The authority the train has to occupy a track(s) does not include other movements within the same limits.

Exclusive Track Occupancy

A method of establishing working limits on a controlled track in which movement authority of trains and other equipment is withheld by the train dispatcher or in case of emergency restricted by flagman.

Flagman

A designated employee whose only responsibility is to direct or restrict the movement of trains at a specific point to provide on-track protection for roadway workers.

Fouling a Track

When an individual or equipment is:

1. positioned so that the individual or equipment could be struck by a moving train or on-track equipment
2. within 4 feet of the field side of the near running rail.

Hi-Rail Vehicle

A roadway maintenance machine that has been:

1. Equipped with retractable, flanged wheels to permit it to operate over highways or railroad tracks.
2. Manufactured to meet Federal motor vehicle safety standards.

Hump Classification Yard

A hump classification yard is the area where cars can roll freely into tracks; in other words, the area from the crest of the hump through and including the ladder tracks at the pull-out end of the class yard. This includes the class tracks.

Immediate Access to a Radio

When a radio is sufficiently close to an employee to allow him to make and receive radio transmissions.

Inaccessible Track

A method of establishing working limits on non-controlled track by physically preventing entry and movement of trains and equipment.

Individual Train Detection

A procedure by which a lone worker acquires on-track safety by seeing approaching trains and leaving the track before they arrive.

Interlocking Limits

The tracks between the opposing home signals of an interlocking.

Lone Worker

An individual roadway worker who is not:

1. being afforded on track protection by another employee
2. a member of a roadway worker group
3. engaged in a common task with another employee.

Mandatory Directive

Any movement authority or speed restriction that affects a railroad operation.

Non-controlled Track

A track upon which trains are permitted by rule or special instruction to move without receiving authorization from a train dispatcher or control operator.

On-Track Equipment

1. vehicles equipped with hi-rail attachments or;
2. rail detector cars or;
3. other engineering equipment.

On-Track Equipment Operator

The operator of on-track equipment or to the employee in charge of on-track equipment.

On-Track Roadway Maintenance Machine

A self-propelled, rail-mounted maintenance machine whose light weight exceeds 7500 pounds. An on-track roadway maintenance machine is not designed for highway use, nor can it be used for rail inspection.

On-Track Safety

A state of freedom from the danger of being struck by a train or other equipment provided by operating and safety rules that govern track occupancy by personnel, train and on-track equipment.

Operator

The railroad employee in charge of a remotely controlled switch or derail, an interlocking, or a controlled point, or a segment of controlled track.

Pilot

An employee assigned to a train or track car when the engineer, conductor, or track car driver is not qualified on the physical characteristics or the operating rules of the territory to be traversed.

Qualified Employee

An employee who has successfully completed all required training for, has demonstrated proficiency in, and had been authorized to perform the duties of a particular position or function.

Railroad Bridge Worker

An employee of or employee of a contractor of, a railroad responsible for the construction, inspection, or maintenance of a bridge whose assigned duties, if performed on the bridge, include inspection, testing, maintenance, repair, construction, or reconstruction of the track; bridge structural members; operating mechanisms and water traffic control systems; or signal, communication, or train control systems integral to that bridge.

Red Zone

The area surrounding working equipment, employees using tools and lifting operations which, if entered by a individual(s), creates the potential for injury as a result of being struck by equipment, tools, or material.

Remotely Controlled Hump Classification Yard

The area where cars can roll freely into tracks. In other words, the area from the crest of the hump through and including the ladder tracks at the pull-out end of the class yard. This includes the class tracks.

Restricted Speed

Prepared to stop within one-half the range of vision – short of a train, obstruction, or switch improperly lined. Be on the lookout for broken rail. Speed must not exceed 15 MPH. This speed applies to the entire movement.

Roadway Maintenance Machine

Powered equipment, other than by hand, which is being used on or near the track for maintenance, repair, construction, or inspection of track, bridges, roadway, or signal, communication, or electric traction systems. These machines may have road or rail wheels or may be stationary.

Roadway Maintenance Work Train

A train which is being operated within Working Limits in conjunction with roadway maintenance, construction, or repairs, under the direction of a designated employee in charge.

Roadway Work Group

Two or more roadway workers working together on a common task.

Roadway Worker

A railroad employee, or employee of a contractor to a railroad, whose duties include the:

1. inspection
2. construction
3. maintenance
4. repair of
    a. track
    b. bridges
    c. roadway
    d. signal and communication systems
    e. electric traction systems
    f. roadway facilities, roadway maintenance machinery on or near track with the potential of fouling a track,

Roadway worker also include and employees responsible for on track protection, flagmen and watchmen/lookouts.

Three-Step Protection

A procedure used to protect employees before they foul equipment. Three-step protection has three basic components:

1. Apply the brake.

2. Center the reverser.

3. Put the generator field switch in the OFF or OPEN position.

Track Barricade

A designated sign or obstruction fastened to a track that prevents access to the track.

Track Centers

The distance from the centerline of one track to the centerline of an adjacent track.

Train Approach Warning

A method of establishing on-track safety for roadway workers performing routine inspections or minor corrections by warning them, through one or more watchmen/lookouts, of the approach of trains in ample time to move to a place of safety.

Train Coordination

A method of establishing working limits on tracks upon which a train holds exclusive authority to move whereby the crew of that train yields that authority to a roadway worker to perform materials distribution with a work train, snow duty, or track work at a derailment site.

Warning Tag (S-105)

A tag used to indicate that equipment is out of service and should not be operated.

S 105 Rev 1-93

DANGER

OUT OF SERVICE

EQUIPMENT/APPARATUS

REASON

NAME

TIME DATE

DO NOT OPERATE

NOTIFY OTHERS

REVIEW PROCEDURE

IDENTIFY ENERGY SOURCES

ELECTRICAL

HYDRAULIC

PNEUMATIC

GRAVITY OR SPRING

NEUTRALIZE ALL ENERGY

LOCK OUT POWER

Warning Tag (S-105).

Watchman/Lookout

An employee providing warning to roadway workers of approaching trains or on-track equipment.

Work Train

A train which is assigned to serve the Maintenance-of-Way Department in track repair and maintenance.

Working Limits

A segment of track with definite boundaries established in accordance with this rule upon which trains and engines may move only as authorized by the roadway worker having control over that defined segment of track.

Working Radio

A radio that can communicate with the train dispatcher of the railroad, or the host railroad if in joint operations (through repeater stations if necessary), from any location within the rail system, except:

1. In tunnels or other localized places of extreme topography.

2. During temporary lapses of coverage due to atmospheric or topographic conditions.

a. inspection

b. construction

c. maintenance

repair of: -track -bridges -roadway -signal and communication systems -electric traction systems -roadway facilities -roadway maintenance machinery on or near track with the potential of fouling a track, and employees responsible for on track protection.

Engineering Department Employees

600. Do not perform any work that::

Will interfere with the safe passage of trains.

Is not properly protected or in accordance with operating rules.

Will interfere with the proper functioning of switch machines or code apparatus.

Will interfere Signal control machines, or the associated code apparatus.

601. Keep informed of work performed by contractors or others.

Make certain that nothing is done that will interfere with the safe passage of trains.

Protect equipment and/or work that is fouling or occupying a track.

602. Do not operate any switch or derail connected with a signal system without permission of the train dispatcher.

603. When it becomes necessary to take a controlled location off-line:

Make certain that you have permission of the train dispatcher

Maintain communication with the train dispatcher.

604. Comply with the instructions of the chief train dispatcher:

In case of emergency, and In the absence of designated officer.

In case of damage to facilities, make the necessary repairs and report the situation promptly to the chief train dispatcher and to other designated officers.

605. When applying or removing temporary speed restrictions, make certain to pronounce all numbers digit-by-digit, and comply with the following:

Step	Who does it	Action
1	Engineering	Makes the request directly with the train dispatcher.
2	Dispatcher	Repeats the entire request and issues the restriction.
3	Engineering	Makes certain that the proper signs are displayed.

606. Flag protection may be used to establish working limits in:

1. Emergency situations

2. Unusual circumstances, such as but not limited to an authority expiring and the train dispatcher cannot be contacted to secure additional authority.

Unless protection is being provided by other means, provide and maintain flag protection promptly in both directions for any unsafe condition related to track, bridge, culvert, or other structure.

Maintain the flag protection until either the:

1. Condition has been corrected.

2. Train dispatcher has assured that all affected trains have been notified.

Except when an emergency condition exists, do not perform any work requiring flag protection during dense fog or severe storms.

607. When a train is to be permitted to move beyond the point where flagged the:

1. EIC will give his Flagman written instructions.

2. Flagman will show the written instruction to the engineer of the flagged trains.

608. When providing flag protection:

1. Comply with distance prescribed by rule 70

2. Comply with duties prescribed by rule 72

609. When handling a switch or derail, the EIC:

Is responsible for the positioning of switches and derails.

1. Must determine that such switches and derails are secured in the proper position.

2. Secure permission from the train dispatcher, yardmaster or other designated employee before switches are spiked.

610. In Non-Signal TWC Territory where Hand-Operated Switches are Operated

A. Employee In-Charge responsibilities

The Employee In-Charge must ensure,
1. Switches are restored to normal position,
2. Switch Position Awareness Form is completed,
3. The train dispatcher is notified immediately of the,
- ***Employee's name who operated the switch,***
- ***Location of the switch operated,***
- ***Time the switch was opened, and***
- ***Time the switch was restored to normal.***

B. During continuous work or movement at the same location, the employee is required to immediately notify the train dispatcher only when a switch is initially opened and restored to normal position. This information will also be recorded on the Switch Position Awareness Form.

C. Train Dispatcher responsibilities
Train dispatcher must obtain and record all items listed in paragraphs A and B of this rule.

611. Switch Position Awareness Form

When hand-operated switches are operated in non-signaled TWC Territory information must be entered on the Switch Position Awareness Form, in ink, as follows:

1. The employee name,
2. The employee ID,
3. The date,
4. The subdivision timetable code,
5. Name and location of each switch operated,
6. The time, as soon as practicable, after the switch was
   a. Initially reversed, and
   b. Restored to normal,
7. Initials of employee handling the switch,
8. Co-workers initials (if applicable) for each entry, and
9. Employee In-Charge signature when the form is completed.

The employee In-charge must retain the Switch Position Awareness Form for five days.

Job Briefing Responsibilities

700. Job Briefing - Prior to starting a work period that will require an employee to foul a track, the employee-in-charge designated to provide on-track safety for all members of a group, or other designated employee, shall provide a job briefing. Such job briefing shall include information on the means by which on-track safety is to be provided and instruction on the on-track worker rules to be followed. If track to be fouled is in multiple track territory all participants must acknowledge designated track number. A job briefing for on-track safety shall be deemed complete only after the affected roadway worker has acknowledged understanding of track to be occupied, time limits, track limits, the roadway worker protection rules, procedures and instructions.

Job briefings will be conducted in connection with the operation of the hand operated main track switch in non-signaled territory.

1. Before work begins,
2. Each time the work plan changes, and
3. After the work is completed.

Roadway Work Group Communication - Every roadway work group working on a common task that involves fouling a track will have one roadway worker (the employee-in-charge) designated to provide on-track safety for all members of the group.

Before any member of a roadway work group fouls a track, the employee-in-charge shall arrange to inform each roadway worker of the on-track safety method to be used and followed during the performance of the work at that time and location as illustrated on the authority. Each roadway worker shall again be so informed at any time the on-track safety procedures change during the work period. Such information shall be given to all roadway workers affected before the change is effective, except in cases of emergency.

Lone Worker Communication - Each lone worker shall communicate at the beginning of each duty period with a supervisor or another designated employee to affect a job briefing and to advise of his planned itinerary, and the procedures that he intends to use for on-track safety. When communication channels are disabled the job briefing shall be conducted as soon as possible after the beginning of the work period when communications are restored.

On-Track Equipment Note: On-Track Equipment (OTE) is defined as:

1. Vehicles equipped with hi-rail attachments or;
2. Rail detector cars or;
3. Motor cars or:
4. Other engineering equipment.

It includes mechanical department and contractor equipment equipped with flanged wheels.

On-track equipment operator refers to the operator of on-track equipment.

701. Employee-in-Charge

Before performing service as an employee-in-charge, the employee must:

1. Successfully pass examinations on:
   a. Operating Rules
   b. On-Track Worker Manual including:
      (1) On-Track Safety training.
      (2) Qualification of roadway workers to be protected.
      (3) Establishment of working limits.
      (4) Physical characteristics of the territory and method of train operation.

(5) Have been over the territory within the last twelve (12) months.

(6) Complete the required portions of CSXT's Qualification Procedures (see Section 8 - Qualification Procedures).

2. Maintaining Physical Characteristics Qualification

If you have been qualified to operate over a section of track but have not operated over it in more than:

a. 12 months but less than 37 months, make a trip over the territory to become re-familiarized.

b. 36 months, do not operate on the section of track until becoming re-qualified.

702. On-Track Equipment Operators

Before performing service as an operator of on-track equipment, the employee must:

1. Be qualified on the roadway maintenance machine operator

2. Either be qualified:

a. As an employee-in-charge or work under the supervision of an employee-in-charge.

b. To operate the equipment or work under the direct supervision of a equipment operator or supervisor.

703. When other than a CSX equipment operator is operating equipment on CSX track, a qualified employee:

Must direct such equipment,

1. Shall position himself to observe and give instruction to the OTE operator,

2. Will be responsible for establishing on-track safety, obtaining authorities, and

3. Will be responsible for complying with the Operating and On-Track Worker Rules.

704.. Form EC-1 Line 1 Authority - On-Track Equipment Movement and Track Work

Before occupying or fouling a controlled track to perform short-term work or move an OTE, the employee-in-charge must have a copy of the current day dispatcher bulletin for the territory involved, and comply with the following.

1. **Requesting an Authority**

When an authority is being requested, make certain to provide the following information:

a. Your name and identification number.

b. Specific location (including mile post) of initial occupancy.

c. The beginning and ending locations of track section requested.

d. The amount of time necessary to complete the assignment.

e. If there is more than one controlled track, the specific name or number of the track for which the authority is being requested.

f. The preferred method of requesting an authority is on the CSX radio.

2. **Receiving an Authority**

When receiving an authority, do so in accordance with Rule 420.

The authority will be written on the prescribed Form EC-1. The employees occupation and name must be written on the "Copied by" field. A Form EC-1 Line 1 authority will be exclusive authority, and the receiving employee may authorize other OTE movements within the limits, to travel and/or perform short term work.

All information relative to other authorities issued and/or Form Z dispatcher messages that are not on the dispatcher bulletin in your possession and/or preceding trains within the working limits authorized must be recorded in the remarks section of the authority form.

If there is a preceding train, it must be identified in the remarks section listing the:

a. Engine number

b. Train's:

(1) Number

(2) Direction of travel

(3) Location

3. **After receiving an authority,**

Conduct a job briefing with all employees that will be operating or working under the authority issued.

If authority is issued in multiple track territory all occupants and workers must acknowledge track to be occupied or fouled.

All occupants of the OTE must initial the authority.

Be sure that train has already passed point of initial occupancy before fouling track, either visually by identifying Engine Number or verbal confirmation with train crew or dispatcher.

If thirty (30) minutes pass from the time the job briefing is held and when the track is occupied, read the authority to and conduct an additional job briefing with the employees operating under or working under the authority.

4. **Permitting Work or Movement by Employees not Covered by the Authority**

Before permitting employees not covered by your authority to work or move within the limits of the authority, establish on-track safety for those employees and record the name of the employee-in-charge of the other work group and the nature of the work on proper form.

5. **Operating within the Authority**

a. **At Control Points**

Stop and conduct a job briefing at each control point and make the required radio announcement.

b. **Over Railroad Grade Crossings**

If there is a railroad grade crossing within the authority, comply with Rule 705,706(a,b) (Operating Over Railroad Grade Crossings).

c. **With one or more Preceding Trains**

Do not pass a preceding train without the permission and protection of the train dispatcher.

IN CASE OF EMERGENCY: If a conflicting train is stopped within the requested limits, the employee-in-charge may request an authority, after a clear understanding exists, of the move to be made, between the employee and the conductor or engineer of the train. The train must be identified on the authority as follows: "Protecting yourself against A74609, engine 1832 stopped at MPXXB156."

d. **In Authorities Issued to other Employees**

Do not operate into any authority issued to another employee until that employee gives his permission to occupy the track within his authority. If EIC grants permission for opposing limits within authority operators of opposing equipment must announce passage of all mileposts and be sure that a do not pass limit is understood.

e. **Making Radio Announcements**

(1) Initial Occupancy: Prior to initial occupancy of the work authority, make a radio announcement as follows:

"CSX (state title and name) occupying (state track name or number) track at (state the specific location), (state the direction of travel), out."

(2) At Control Points: Prior to passing a control point, make a radio announcement as follows: "CSX (state title and name) passing (state the control point passed), (state the direction of travel), out."

f. **Reporting by Locations**

Report by specific locations as instructed to do so by the train dispatcher. Do not report by the location until the entire movement is by the location.

When reporting by a specific location, do so as follows:

"CSX (state title and name) is reporting by (state the specific location) on authority number (state the authority number), over."

Do not consider the location reported by until the train dispatcher acknowledges his understanding.

g. **Clearing the Authority**

Make certain to clear the authority before the expiration time authorized.

Advise the train dispatcher promptly when clearing the authority.

When clearing an authority, do so as follows:

"CSX (state title and name) is clear of the authority between (state the beginning and ending locations of the authority) on authority number (state the authority number), over."

Do not consider the authority clear until the train dispatcher acknowledges his understanding.

h. **Being Unable to Clear an Authority**

If you are unable to clear an authority before the time limit expires, request an extension of the time limits from the train dispatcher.

If you are unable to contact the train dispatcher, or he does not grant the requested extension, do not exceed controlled speed not exceeding 20 miles per hour until the authority is cleared.

Do not:

(1) Occupy any track(s) other than the track(s) the authority is issued for.

(2) Move in a direction other than that authorized.

(3) Occupy a section of track that has been cleared or reported by unless an additional authority is received.

704-A. Establishing Working Limits on Non-Controlled Tracks

1. When establishing working limits on one or more non-controlled tracks:

a. Make prior arrangements with the employee responsible for those tracks.

b. Make certain that the track(s) are not occupied by any equipment that is not under the direction of the employee-in-charge.

c. Take the steps necessary to make the track(s) inaccessible to all trains, engines and on-track equipment.

2. **Making the Work Limits Inaccessible**

When establishing working limits on one or more non-controlled tracks, make the work limits inaccessible by either:

a. Posting a flagman with instructions and capability to hold all trains and equipment clear of the limits.

b. Lining a switch or applying a derail to prevent access to the working limits and securing the switch or derail with an effective securing device by the employee-in-charge.

c. Making certain that a remotely controlled switch is lined to prevent access to the limits and it is secured by the control operator by a locking or blocking device to the control of that switch when the control operator;

1. Has secured the remotely controlled switch by applying a locking or blocking device to the control of the switch, and

2. Has notified the employee-in-charge who has established the limits that the requested protection has been provided and

3. Understands to not remove the locking or blocking device from the control of the switch until receiving permission to do so from the employee-in-charge.

Discontinuity of the rail to prevent the movement of trains or engines into the limits.

Make certain that the employee-in-charge of the working limits on controlled track that connects directly the non-controlled track does not allow any movement onto the non-controlled track from his working limits.

NOTE: Equipment movements such as but not limited to moving equipment from a clearing location to the work site may be made without establishing working limits. Prior arrangements must be made with the designated employee who is responsible for those tracks over which the equipment movement will be made. Such moves will be made prepared to stop within one half the range of vision not exceeding 10 m.p.h.

704-B. Using Individual Train Detection

If you are a Lone Worker and need to foul the track while performing routine inspection and/or minor correction(s), use Individual Train Detection as the method of on-track safety, unless you feel it is necessary to use another form of on-track safety.

If another form of on-track safety is necessary, do not foul the track until the other form of on-track safety is in place.

1. **Qualifying to Use Individual Train Detection**

Do not use Individual Train Detection unless all of the following conditions are met:

a. Performing routine maintenance or minor repairs that will not effect the safe passage of trains or OTE.

b. You have participated in the required job briefing. If communication is available.

c. You are able to move to a predetermined place of safety at least fifteen (15) seconds before a train moving at the maximum speed authorized for the track reaches you.

2. **Moving to a Place of Safety:** Upon the approach of a train make certain to clear the track the train is on at least fifteen (15) seconds before the train reaches your location.

Do not foul another track while in your safety location unless on-track safety has been established on that track.

You are not within an interlocking, controlled point, or remotely controlled hump yard.

Your ability to see and hear the approach of a train or OTE is not impaired by background noise, lights, fog, precipitation, passing trains, or any other physical condition.

There are no power-operated tools or roadway maintenance machinery in use within your hearing range.

You are able to move to a predetermined place of safety at least fifteen (15) seconds before a train moving at the maximum speed authorized for the track reaches you.

3. **Maintaining a Vigilant Lookout**

While using Individual Train Detection do not occupy a position or engage in an activity that interferes with your ability to maintain a vigilant lookout for, and detect the approach of, a train moving in either direction.

4. **Completing a Statement of On-Track Safety**

Before using Individual Train Detection complete a Statement of On-Track Safety.

Maintain possession of the completed SOTS1 while in effect and permit Company officers and representatives of the Federal Railroad Administration to see the completed Statement of On-Track Safety upon request.

704-C. Using Train Approach Warning

Comply with the following when using train approach warning as a means of providing on-track safety.

1. **Responsibilities of Roadway Workers Fouling the Track**

If the on-track safety is used is train approach warning:

a. Do not foul the track unless the required place of safety has been established.

b. Maintain a position that will enable you to receive a train approach warning when communicated.

c. Immediately go to the place of safety when warning of approaching train or on-track equipment.

2. **Responsibilities of Watchmen**

While performing duties as a watchman or advance watchman:

a. Devote your entire attention and efforts to detecting approaching trains and/or on-track equipment and providing warning to the roadway workers depending on your warning.

b. Assume that each train or on-track equipment is approaching at the maximum speed allowable.

c. Provide the required warning:

(1) Immediately upon receipt from the advance watchman.

(2) In sufficient time to permit all roadway workers depending on the warning to move to the predetermined place of safety at least fifteen (15) seconds before the train or on-track equipment reaches their location.

(3) Audibly by a whistle or air horn.

(4) Visually by a white disc or flag when visibility is good or a white light or red fusee when visibility is poor.

d. Do not foul any track unless it is necessary to do so in the performance or duties.

e. Make certain that you are properly equipped to provide the audible and visual warnings, unless you are providing warning to only one employee and:

(1) Advance Watchmen are not required.

(2) You can physically touch the employee.

704-D. Using Maintenance Lock-Out and No-Check Functions at a Controlled Point

1. **Requesting Permission**

Permission will be requested from Electronic Signal Specialist (ESS) who will then coordinate with the train dispatcher and must include the following:

a. Title and name of employee receiving the permission,

b. Track designation,

c. Track limits (between/at), and

d. Time limits.

Before fouling the controlled point, the receiving employee must repeat this permission and the ESS must then confirm it.

2. **Releasing Permission**
Once protection has been provided, it must be maintained until the employee who was granted the permission has released the permission to the ESS. The ESS will coordinate the release with the train dispatcher and must include the,

a. Employee's title and name,
b. Track designation and
c. Limits being released.

This information must be repeated by the ESS and confirmed by the employee releasing the permission before blocking devices are removed.

704-E. Using Local Control at a Controlled Point

1. **Requesting Permission**

Permission will be requesting from train dispatcher and must include the following:

a. Title and name of employee receiving the permission,
b. Track designation,
c. Track limits (between/at), and
d. Time limits.

The receiving employee must repeat this permission and the train dispatcher must then confirm it before fouling the controlled point.

2. **Releasing Permission**

Once protection has been provided by the train dispatcher, it must be maintained until the employee who was granted the permission has released the permission to the train dispatcher. The release must include the,

a. Employee's title and name,
b. Track designation and
c. Limits being released.

This information must be repeated by the train dispatcher, and confirmed by the employee releasing the permission before blocking devices are removed.

705. At other than an automatic or remotely controlled railroad crossing, on-track equipment must stop before fouling the crossing. The equipment must not proceed over the crossing until the way is seen to be clear.

Note: When crossings are protected by gates and/or derails, not electrically locked, and if it is necessary to change the position of the gates and/or derails, these appliances must be restored to normal position as designated in special instructions, and they must be secured, after the movement has cleared the crossing.

When the normal position is not designated in special instructions, the appliances must be left in the position last used and must be properly secured.

When these crossings are protected by electrically locked derails or gates that are positioned against movement of on-track equipment, the on-track equipment will be governed by the instructions posted at the crossing or by special instructions.

706. At an automatic or remotely controlled railroad crossing, insulated on-track equipment (equipment that does not shunt the track circuit) must stop before fouling the crossing and must not proceed over the crossing until the way is seen to be clear.

706-A. At an automatic or remotely controlled railroad crossing at grade, non-insulated on-track equipment must, unless signal governing movement over the crossing displays other than a Stop aspect, comply with the following:

1. Special Instructions;

2. At an automatic railroad crossing, movements by the Stop aspect may be made if the way is seen to be clear; or

3. If the Stop aspect is displayed at a remotely controlled railroad crossing and if no conflicting movement is evident, the on-track equipment operator or employee-in-charge must:

a. Communicate immediately with the train dispatcher,

b. Secure permission to make the desired movements over the railroad crossing,

c. If there is more than one unit of equipment specify the number of units, and

d. After all of the equipment has moved over the railroad crossing, the employee who secured the authority must report the units in the clear to the train dispatcher.

e. If communication with the train dispatcher cannot be established or if the train dispatcher advises that he does not have control over movements on the intersecting line, the following will govern:

(1) If the signal is equipped with a time-release and if no immediate conflicting movement is evident;

a. The on-track equipment operator or employee-in-charge must operate the time-release, in accordance with instructions.

b. The leading unit of the equipment must be stopped not more than 250 feet from, but before reaching the Stop signal. It must remain at that location during the time release interval.

c. If the signal does not change its indication at the expiration of the time-release interval, the lead unit of on-track equipment will pull by the Stop signal at least 30 feet, stopping clear of the intersecting line.

d. The on-track equipment will wait a period of time equal to the time-release interval. If no immediate conflicting movement is evident, the on-track equipment may proceed.

(2) If the signal is not equipped with a time-release and if no immediate conflicting movement is evident;

(a) The lead unit of on-track equipment will pull by the Stop signal at least 30 feet, stopping clear of the intersecting line.

(b) Wait 10 minutes.

(c) If after the 10 minute wait, no immediate conflicting movement is evident, the on-track equipment may proceed.

706-B. On-track equipment must not stand between the opposing signals governing movements over a railroad crossing at grade.

Exception: Unless proper protection has been taken.

Track Work With Conditional Stop

707. Long-Term Working Limits

The employee-in-charge must comply with the following when it becomes necessary to establish long-term working limits without the use of a flagman on one or more controlled tracks.

1. **Arranging for Dispatcher Message**

When it is known that long-term working limits will be necessary, make a timely request that a dispatcher message be issued. The request must include the:

a. Subdivision

b. Date(s)

c. Beginning and ending times

d. Name and initials of employee-in-charge track(s) to be worked on

e. Any instructions relative to the signs being posted in accordance with Rule 707(c) (Posting Signs)

f. Track limits desired using:

(1) Mileposts

(2) Control point location or a DTC Track Warrant block(s) name

(3) Yard Limits.

2. **Obtaining Dispatcher Bulletin**

Before occupying the working limits:

a. Secure a dispatcher bulletin that contains the requested dispatcher message.

b. Contact the train dispatcher and tell him the date of the dispatcher bulletin and the number of the applicable dispatcher message.

c. Secure from the train dispatcher:

(1) An authority number,

(2) His OK and initials, and

(3) The time of the authorization

Record the information required in Step 3 on the dispatcher bulletin.

3. **Posting Signs**

Make certain that the signs posted in conjunction with this rule are clean and easily recognizable. Signs may be posted up to 30 minutes before the working limits become effective, providing the employee-in-charge is available to communicate with any train or equipment that may be approaching the working limits.

a. **Post the signs before work begins:**

To the right of the affected track, or in accordance with the instructions in the dispatcher message.

If track center spacing does not allow placement of a standard sign in the center ditch, post the sign to the field side of the affected track. Facing the direction from which trains could approach the working limits. So as to give the greatest possible unobstructed view, considering alignment and other local conditions. As required by (2) (a) or (b) below, whichever applies.

b. **Post signs, as follows:**

(1) Place an warning sign at least two (2) but not more than two and one-half (2 ½) miles from the beginning of the working limits on each end, or has been specified in the dispatcher message.

(2) Place a conditional stop sign on each end where the working limits begin and at the clearance point of each junction point, or has been specified in the dispatcher message.

c. **Permitting Movements into Working Limits**

The employee-in-charge:

(1) Will be responsible for all train and on-track equipment movements within the working limits.

(2) Must know that all trains authorized to pass through his limits have passed before again fouling the track.

(3) Do not permit a train or OTE to enter the working limits unless and until you know that working limits or the portion of the working limits that the train or OTE is to use is:

(a) Clear of all equipment.

(b) Safe for the movement.

4. **Providing Authorization**

When authorizing a train or OTE to enter the working limits, follow the applicable script below and must include the milepost limits of the 707 authority.

a. **Authorizing Movements at Maximum Speed** When authorizing a movement at maximum speed say:

"Engine/OTE (state the engine number or OTE operator's name) may move through employee-in-charge's (state your name) working limits (or

specific portion of the working limits, if applicable) at the maximum speed permitted."

b. **Authorizing Movements at Controlled Speed not exceeding Twenty (20) MPH** When authorizing movements at controlled speed not exceed twenty (20) MPH say:

"Engine/OTE (state the engine number or OTE operator's name) may move through employee-in-charge's (state your name) working limits (or specific portion of the working limits, if applicable) at controlled speed not exceeding twenty miles per hour."

c. **Authorizing Movements at a Specific Speed** When authorizing movements at a specific speed say:

"Engine (state the engine number) may move through employee-in-charge's (state your name) working limits (or specific portion of the working limits, if applicable) at (indicate the specific speed) miles per hour."

5. **Making a Written Record**

When you authorize a train or OTE to use all or a portion of the working limits, make a written record of the authorization on the prescribed form.

6. **Permitting a Movement to Proceed to an Intermediate Mile Post Location.**

The employee-in-charge may permit a train or OTE to proceed to one intermediate location within the working limits before clearing them completely through the work limits.

If a train or OTE movement is authorized to move to an intermediate location within the working limits, do not authorize the train or OTE to proceed beyond that intermediate location unless the authorization is for the remaining portion of the working limits.

7. **Clearing Authority**

Unless protection against train and OTE movements is provided for in Paragraph 1, below, the employee-in-charge must clear the track at or before the expiration of the work authority.

Before clearing the authority, the employee-in-charge must make certain that the track is safe for train movements or advise the train dispatcher of any condition(s) that would affect train movements and that all OTE, other equipment and trains that have entered the work limits are clear of the limits, unless other arrangements are made with the train dispatcher.

8. **Unable to Clear an Authority**

If the track can not be cleared at or before the expiration of the work authority, the employee-in-charge must, at least five (5) minutes before the expiration of the work authority, either:

a. Obtain a new authority from the train dispatcher.

b. Have a flagman in place at each warning sign

9. **Removing Signs**

Remove signs promptly when the work authority expires or has been canceled.

707-A. Using Emergency Working Limits

1. Emergency working limits may be established only on controlled track(s) that have been made inoperative by an emergency condition; such as,

a. A derailment or

b. Act of nature with a company supervisor acting as the employee-in-charge.

2. **Responsibilities of the Chief Train Dispatcher**

The chief train dispatcher must instruct the train dispatcher to issue a dispatcher message in accordance with Operating Rule 141, Form W, example 2, to the employee-in-charge.

3. **Responsibilities of the Train Dispatcher**

The train dispatcher must make certain that:

a. The limits of the Form W, example 2, are clear of all train and OTE movements. Or

b. All trains and OTE that cannot clear are unmanned or instructed to not move unless the employee-in-charge authorizes the movement.

c. Once it is known that all trains and/or OTE are clear the limits of the Form W, example 2, or those that cannot clear have been instructed not to move, the train dispatcher will:

(1) Advise the employee-in-charge of any trains and OTE remaining in the working limits.

(2) Furnish a copy of the dispatcher message to the employee-in-charge.

(3) Receive acknowledgement from the employee-in-charge as to the track limits under his jurisdiction and any trains and OTE within those limits.

4. **Responsibilities of the Employee-in-Charge**

The employee-in-charge will:

a. Authorize all train and OTE movements within the designated limits.

b. Issue instructions to trains and OTE in regard to each other.

c. Not authorize any movement to exceed controlled speed not exceeding 20 MPH.

5. **Clearing the Working Limits**

a. **Responsibilities of the Employee-in-Charge**
The employee-in-charge must make certain that:

(1) The limits of the Form W, example 2, are clear of all train and OTE movements. Or

(2) All trains and OTE that cannot clear are unmanned or instructed to not move unless the train dispatcher authorizes the movement.

(3) Once it is known that all trains and OTE are clear the limits of the Form W, example 2, or those that cannot clear have been instructed not to move, the employee-in-charge will:

(a) Advise the train dispatcher of any trains or OTE within the limits.

(b) Authorize the train dispatcher to annul the Form W, example 2-dispatcher message.

b. **Responsibilities of the Train Dispatcher**

Once authorized to do so by the employee-in-charge, the train dispatcher must annul the Form W, example 2-dispatcher message.

707-B. Train Coordination

When it is necessary to establish working limits while you are assigned to a work train or are required to make an emergency inspection or repair(s) on a controlled track that is occupied by a train or engine:

1. Make certain that the train is stopped and visible to you.

2. Conduct a job briefing with the engineer and/or conductor of the train to:

3. Determine the extent of the train's authority.

4. Determine which rules are in effect

5. Make certain that the train will not move unless the movement is under your supervision.

6. Make certain that the train will not give up its authority until the working limits have been released.

7. Do not foul the track beyond the train's authority.

When the working limits are no longer needed, inform the train's crew and authorize the train to move.

707-C. Removing a Track from Service

1. **Conditions Tracks May be Removed From Service**

Tracks may only be removed from service under the following conditions:

a. When a track is rendered inoperative by storm or flood,

b. When a track is disrupted for other cause and prompt restoration cannot be effected, or

c. When construction work necessitates the temporary removal of the track from service.

2. **Action Required Prior to Issuing an Authority to Remove a Track From Service**

The train dispatcher must not issue Form EC-1 authority until:

a. The track to be used is clear of opposing and conflicting movements that are not part of the work group and

b. No opposing or conflicting movements have been authorized, and

c. Controlled signals leading to the affected track are in Stop position, and

d. Where required, blocking devices are applied to the controls of switches and signals leading to the affected track.

These signals must not be displayed for movement leading to the out-of-service limits, except as provided for in paragraph (g) (1) of this rule.

3. **Establishing Out-of-Service Limits**

Each end of the out-of-service limits must be defined by one of the following physical features:

a. A whole mile post, or

b. A station, or

c. Other physical characteristic location.

4. **Entering or Occupying Out-of-Service Limits**

A train holding a Dispatcher Message form "T" or EC-1 instruction in effect, must not proceed beyond the point designated or make an initial movement within the limits until the engineer is given permission by the employee in-charge.

The employee in charge of the out-of-service limits must make a written record, which includes:

a. The name of the person in charge of the equipment, or train identification.

b. Time permission to enter is given.

c. Time determined the equipment is clear of limits.

5. **Operation Within Out-of-Service Limits**

a. Movements will move under the direction of the employee in charge.

b. When necessary in non-signal TWC territory, after the work train is within the work limits the engineer will notify the train dispatcher to cancel the TWC authority,

c. Unless otherwise instructed,

(1) Be subject to the indications of fixed signals,

(2) Move at restricted speed,

(3) Not leave the out-of-service limits without verbal instructions of the train dispatcher, and

(4) In signal territory, not operate switches within the out-of-service limits without permission of train dispatcher and the employee in charge.

6. **Returning the Track to Service**

When the track is to be returned to service, the employee in charge of the out-of-service track must:

a. Notify the train dispatcher of any restrictions necessary for the safe passage of trains, and

b. Unless arrangements are made with the train dispatcher, all track cars and trains must be clear of the track.

708. OTE operators must secure permission of the drawbridge tender before:

1. Passing the home signals of a signaled drawbridge or;

2. Fouling the moveable span of a non-signaled drawbridge.

709. Train Location Information

A Train List will be given by the train dispatcher for information only. This information will not authorize on-track equipment movement. Such information will not permit the fouling or use of a track. The receiving employee must record the information.

710. Inspecting Switches

When you are operating on-track equipment and it is necessary to inspect a switch, comply with the following:

Step Action

1. Stop before reaching the switch.
2. Inspect the switch.
3. Restore the switch to its normal position.
4. Make certain the switch points fit properly.
5. Lock the switch.
6. Proceed over the switch.

710-A. Use And Operation Of Inspection Cars And Other On-Track Equipment

Position of a switch or derail being used is the responsibility of the operator of the equipment using the switch or derail. When a main track switch has been lined for movement of on-track equipment or for other reason, the switch must be restored to the normal position, locked and the lock must be tested. Before departing, on-track equipment must, if possible, make a facing point movement over the switch to make sure it is properly positioned.

Spring switches must be operated by hand when necessary to move equipment through them.

711. Inspecting Passing Trains

When being passed by a train on an adjacent track:

1. Stop work; secure any booms or rotating equipment with the possibility of fouling the adjacent track.

2. Inspect passing train for defects. (When 2 or more employees are present position one on each side of train to make visual inspection of passing train) i.e. Dragging or swinging equipment , shifted loads, sliding wheels, or sticking brakes etc.

3. Promptly notify train crew of results of inspection.

4. If practical and safe to do so, stand 30 feet from passing train.

712. Inspecting On-Track Equipment

Before operating on-track equipment, inspect the equipment to make certain that it is safe to operate.

Employees operating an on-track roadway maintenance machine or a hi-rail vehicle have the absolute right to challenge, in good faith, whether the on-track roadway maintenance machine or hi-rail vehicle complies with Federal Railroad Administration regulations or has a condition the makes the equipment unsafe to operate.

1. **Inspecting on-track equipment, other than on-track roadway maintenance machines or hi-rail vehicles**

When inspecting on-track equipment, other than on-track roadway maintenance machines or hi-rail vehicles, make certain that:

a. Its brakes are effective.

b. All lock-up devices are in place.

c. It is equipped with an audible warning device, unless the operator is equipped with a whistle.

2. **Inspecting on-track roadway maintenance machines or hi-rail vehicles**

Each on-track roadway maintenance machine and hi-rail vehicle must be inspected each calendar day before being used and must have operators manual on equipment.

When inspecting on-track roadway maintenance machines or hi-rail vehicles, make certain that it is equipped with:

a. Effective brakes.

b. Operable horns/audible devices and change-of-direction alarms.

c. Operable headlights and strobe lights.

d. A fire extinguisher, first aid kit and flagging kit.

e. Safety glass and an operable windshield wiper.

f. Locking pins, if it is equipped with turntables.

g. Operable heater and ventilation system.

h. A pressurized cab, if the machine is a tamper, ballast regulator, tie bed scarifier, or undercutter.

3. **Discovering a Defective Condition**

If component is listed as a FRA safety required component and the condition will not be corrected immediately, complete and attach FRA safety exception tag to the defective machine or hi-rail vehicle at or near the operators control panel.

a. If the defective condition makes the machine unsafe to operate:

(1) Make certain that the defect is corrected before the equipment is operated.

(2) Report the condition to the employee-in-charge and on the Machine Failure Report Form.

(3) Affix an out-of-service tag to the ignition switch or similar device if the equipment cannot be repaired.

b. If the defective condition does not make the machine unsafe to operate.

1. Report the condition to the employee-in-charge and on the Machine Failure Report Form.

2. The machine may be operated for up to seven (7) days with the defect.

3. Document any repairs made in the machine's logbook.

4. When machine repairs are completed, remove the pre-addressed FRA safety exception tag and mail to Bryant Park Shop.

Bryant Park Shop

1 CSX Road

Richmond, VA 23286-5055

713. When operating on-track equipment:

1. **Do Not**

a. Use for purpose other than Company business.

b. Permit tools or materials to obstruct the operation of the brakes or warning devices, nor

c. Restrict or interfere with the intended function of any device or equipment

d. Do not permit employees to ride in or on the on-track equipment unless:

(1) You are authorized to do so by a proper authority.

(2) The employees are riding the equipment in the discharge of their duties.

e. Apply any device or appurtenance to any equipment that can operate on tracks, unless the approved by the A.C.E. Work Equipment.

f. Tow equipment if the braking capability of the towing machine is exceeded.

g. Operate on-track equipment that is loaded beyond its maximum capacity.

2. **Do**

a. Require all occupants to be seated in permanently installed seats.

b. Issue instructions to occupants regarding looking out in both directions.

c. Specify each employee's duties in the event of an occurrence requiring the removal of the on-track equipment from the track.

d. Apply the brakes gradually, unless a condition exists that requires stopping in the shortest possible distance.

e. Communicate with the workers on or about the track before getting closer than 15 feet to them.

f. Required maintenance, tests, and/or adjustments in accordance with the manufacturer's recommendations.

714. Transporting Heavy Materials

When transporting heavy materials:

1. Do so on push cars or trailer cars that, when practicable, are coupled, with approved couplings, behind self-propelled on-track equipment.

2. Do not carry heavy materials on on-track equipment on which people are riding, except in an emergency and only when the necessary safeguards are taken.

715. Handling Gasoline and/or other Flammables

When handling gasoline and/or other flammables make certain to keep the following away:

1. Operating internal combustion engines.

2. Smoking.

3. Open flames.

Do not permit internal combustion engines to operate in enclosed buildings, unless sufficient windows and doors are open to permit proper ventilation.

716. Signaling Equipment

Make certain that a single piece of on-track equipment, or at least one piece of on-track equipment when there is more than one piece working or traveling together as a group, has the following signaling equipment:

1. Four (4) red fusees

2. Two (2) red flags.

3. One (1) white light.

717. On-Track Equipment Lights

1. **Equipment Having Operational Lights -** If the on-track equipment is equipped with operational headlights and taillights, display those lights when the equipment moving.

2. **Equipment Not Having Operational Lights -** that may need to be operated at night, through tunnels, or during foggy or stormy weather. Must display a red light at the rear and a white light to the front.

These lights must be obscured from the view of trains when the on-track equipment is removed from the track.

720. Maximum Speed

Do not exceed the speed that will permit stopping within one-half the range of vision, the speed authorized for trains on the same track, or the speed listed below, whichever is less.

Type of Equipment	Speed - MPH
Rail Detector Car	40
Rail-highway vehicle less than 10,001 GVW	Forward – 40
	Reverse – 20
Rail-highway vehicle more than 10,000 GVW	Forward – 30
	Reverse – 10
When pulling a push car	30
When pushing a push car	Straight track – 10
	Curved track – 5
Burro cranes	20
Tampers, ballast regulators and other self-propelled on-track equipment not previously designated	30
Rail grinders	50
Ballast shoulder cleaner, Loram Ditcher	40
Operating through the limits of a 707, 707-A or multiple occupancy within a 704, or 704-A	20 unless a higher speed has been authorized by the employee-in-charge.
Operating: through turnouts; over facing point hand operated switches; over facing point frogs; over power-operated switches; over RR xings at grade; over public crossings at grade; while passing people working around the tracks; or passing passengers waiting for trains at passenger stops	5
All on-track equipment moving over self-guarded frogs or through the spring rail side of the frog.	1

721. Spring and Trail-Through Switches

Do not operate on-track equipment over a spring switch or trail-through switch that is not lined for the movement.

722. Operating Over Highway Grade Crossings

Approach crossing prepared to stop short of crossing and do not operate on-track equipment over a highway grade crossing unless the way is known to be clear. If it becomes necessary to do so, make certain that a flagman wearing an orange vest stops the highway traffic.

723. Operating at Passenger Stations

Do not operate on-track equipment between a passenger train that is receiving or discharging passengers and the station or station platform.

724. Operating Behind Trains

Do not follow a moving train closer than 600 feet. Do not approach a standing train closer than 200 feet, unless it is necessary to do so in order to clear the track.

725. Being Passed by a Train while operating OTE

When being passed by a train on an adjacent track:

1. If practical and safe to do so, stop, get out of the vehicle and stand in the clear.

2. If it is not practical or safe to do so, reduce speed to 10 MPH and maintain a careful lookout for objects falling or swinging from the train.

When a train is approaching, secure rotating machinery to prevent it from fouling the track. Lower all buckets or boom attachments of the crane to rest with the boom parallel to the track and the load line tightened.

726. Protecting Standing Equipment

Do not leave on-track equipment standing on any track that is in service, unless it is:

1. Secured against movement.

2. Protected against train movements.

727. Spacing of Equipment

1. **Work (Red) zones:**

a. Red Zone for on-track equipment is defined as a point 15 feet in front of the machine to a point 15 feet behind the machine or 10 feet beyond the maximum reach of any extended portion of the machine, in any direction, which ever is applicable.

b. Red Zone limits on the sides of non-extendible machines will be designated in the job briefing.

c. Roadway workers must not enter a machine's Red Zone without first communicating with the operator to establish safe work procedures.

d. Machinery approaching On-Track workers; the operator must communicate with the workers before coming closer than 15 feet.

2. **Minimum Distances between Equipment**

Maintain the following minimum distance between the machine you are operating and the machine to the front when performing the described activity:

a. **Working:** 40 feet, unless a different distance is specified.

b. **Traveling:** 200 feet.

c. **Bunching:** 40 feet, unless speed is 5 MPH or less, then maintain the sufficient distance to prevent an accident.

728. Removing On-Track Equipment at a Highway Grade Crossing

When removing on-track equipment from the track at a highway grade crossing:

1. Immediately remove the equipment from the roadway portion of a highway grade crossing.

2. Protect the equipment and remove it as soon as possible.

3. Make certain the equipment is at least seven (7) feet from the nearest rail and it is secured against movement.

729. Moving Railroad Cars

Do not move more than two (2) rail cars at the same time, unless you are using a Brandt-type vehicle or a car mover.

When handling rail cars, make certain that the air brakes are tested and are operational on each car in accordance with ABTH Section 1.

Exception: The use of air brake system on railroad cars is not required when spotting cars at the work site.

Qualification of Employees

Procedures for qualification on rules and physical characteristics

1. **General**

The employee must:

a. Have a valid driver's license appropriate for the vehicle being operated.

b. Attend an Engineering Department operating rules class and successfully complete all requirements.

c. Make a trip over the entire territory being qualified on with an employee that is qualified on the territory on at least two separate days in accordance with paragraph XX (Making Qualification Trips) below.

2. **Making Qualification Trips for Rules**

During the qualification trips, the employee must:

a. Copy the movement authority as it is given to and copied by the qualified person (for practice purposes only) and repeat it to the qualified person during the trips.

b. Observe the job briefing between the train dispatcher and the employee-in-charge.

c. Conduct job briefings throughout the trips.

d. Demonstrate his ability to operate the OTE throughout the trips.

e. Observe and receive instruction on the physical characteristics of the territory.

f. Demonstrate knowledge and ability on procedures for:

(1) Basic safe operation of Hi-Rail equipment and OTE.
(2) Requesting an authority using TMWO.
(3) Obtaining the authority using a train bulletin and 707 forms.
(4) Conducting a job briefing with the train dispatcher.
(5) Placing signs.
(6) Conducting a job briefing with the work team.
(7) Complying with Operating Rule 231-A and On-Track Worker Rule 601 (train dispatcher permission for movements over power operated turnouts and notification of interference with signal system).

(8) Managing others using the 707 for protection.

(9) Clearing trains and OTE through the work limits.

3. **Making Qualification Trips for Physical Characteristics**

During the qualification trips, the employee must demonstrate proficiency and knowledge of Timetable and special instructions and physical characteristics, for the territory qualifying over.

If qualifying for entire sub division, the qualifying trip must include the entire subdivision.

If qualifying on part of a sub division, the territory must include a minimum of four (4) control points, and you must demonstrate clear knowledge of the area being qualified.

4. **Responsibilities of Examining Employee**

a. **Before the Qualification Trip**

Before the qualification trips, the examining employee will:

(1) Secure an Initial Operating Rules Qualification Form and Territory Qualification Form.

(2) Make certain the employee demonstrates his ability to input and use the computer to request an authority for long-term working limits.

(3) Make certain that the employee properly requests and copies an authority.

(4) Verbally test the qualifying employee on his knowledge of the:

(a) Timetable.

(b) Method of operation on the territory.

(c) Application of Operating Rules.

(d) Application of On-Track Worker Rules.

5. **During the Qualification Trip**

a. During the qualification trip the examining employee will:

(1) Permit the employee to operate the OTE.

(2) Record the employee's performance against each of the criteria contained on the Initial Operating Rules Qualification Form.

(3) The employee must demonstrate the ability to:

(a) Properly apply the Operating and On-Track Worker Rules

(b) Ability to communicate effectively with the train dispatcher.

(c) Apply his understanding of the 707 rules and procedures for obtaining 707 authorities

(d) Conduct a job briefing to the team regarding the method of on-track safety

(e) Describe the sign placement requirements

b. The manager will then accompany the employee on a trip over the territory and complete the Initial Operating Rules Qualification Form.

Under the supervision of the manager, the employee will "obtain" the movement authority, operate the O.T.E. and identify the specific method(s) of operation used and the specific physical characteristics of the desired territory as the trip is completed.

Once satisfied, the manager will enter the employee's name into the computer qualification screen (OSRM) for the appropriate subdivision.

6. **Physical Characteristics Qualification Procedures**

An Engineering Department rules and territory qualified manager must verbally test the employee on the Timetable, Special Instructions and physical characteristics for the desired territory.

Once the employee has successfully proven that he knows the territory and is proficient in the application of the appropriate Operating and On-Track Worker Rules, the manager will complete the Territory Qualification Form and will place on file with the employee's supervisor and provide a copy to the employee.

7. **Recording of Qualifications**

Qualifications and Physical Characteristic Qualification will be recorded in the "OSRM" screen on the CSXT mainframe computer system.

Short Term Projects Territory Qualification Procedure

Employee in charge must be:

a. Qualified on the physical characteristics of the specific work location at least 2 additional control points each side of the designated project.

b. When working in DTC territory, must cover a minimum of the block the work is to be performed

c. Qualified on the CSXT operating and on track worker rules

d. Have copies of current timetables train order bulletins, etc. for subdivision where project is being constructed.

e. Must be the employee that will place signs for establishing 707 work limits

f. Will only be qualified on subdivision for short term project throughout the duration of the project

Additional responsibilities:

a. Must have a designated supervisor responsible for entering qualified employee and removing employee from being qualified status on subdivision after project completion

b. Must have job briefing with the maintainer responsible for the territory where work is to be performed, addressing the physical characteristics

c. Must contact Signal Supervisor to ensure the current timetable and bulletins are in his possession

d. Only after these responsibilities are met will the Signal Supervisor be able to input this employee for Short Term Project Authority

CSX

Initial Operating Rules Qualification Form

Employee Name: _____ ID#: _____

Examiner will mark "Pass", "Fail", or "N/A" as appropriate for each of the following based on the employee's performance.	Pass	Fail	N/A
General Rules Knowledge			
Safely operates OTE —			
Approaches crossings prepared to stop.			
Operates prepared to stop within one-half the range of vision.			
Operates with lights on.			
Does not exceed the speed for the vehicle.			
Identifies signals correctly (EAS, WAS, NAS and SAS).			
Understands method of operation at:			
Railroad grade crossings.			
Control points.			
Draw bridges.			
Uses proper radio procedures as follows:			
Positive identification.			
Uses "over" and "out" as appropriate.			
Keeps transmissions brief and to the point.			
Knows road channel and train dispatcher channel and call-in number.			
Short-Term Track Work and OTE Movement Rules			
Properly requests authority.			
Copies authority as issued on the prescribed form.			
Properly repeats authority.			
Announces intention to occupy the track prior to fouling it.			
Conducts job briefing with all other employees using or being protected by authority.			
Announces control points.			
Reports by control points.			
Requests extension of time as needed.			
Properly reports clear of working limits.			
Long-Term Work			
Properly requests, or understands how to request, working limits through "TMWO" screen.			
Properly receives work authority from and conducts job briefing with the train dispatcher			
Conducts job briefing with all other employees using or being protected by authority			
Properly places, or understands when and where to place, required signs			
Provides alternate on-track safety for employees fouling track after a movement is cleared through limits			
Properly establishes on-track safety on adjacent tracks when necessary.			
Non-Controlled Tracks			
Coordinates with the employee responsible for the track			
Properly establishes working limits by making track inaccessible			
Properly establishes on-track safety on adjacent tracks when necessary.			

_____ (Examiner's Printed Name)	_____ (Examiner's Signature)	_____ (Date)
_____ (Employee's Printed Name)	_____ (Employee's Signature)	_____ (Date)

Examiner: Make three copies of the completed form. Provide copies to the employee, your supervisor and your files. Send the original form to ----------, Jacksonville, Florida.

CSX

Territory Qualification Form

This is to confirm that:

Employee_____,ID#____
___
(employee name) (employee ID number)

has demonstrated proficient knowledge of the special instructions and physical characteristics in effect on the following territories.

Subdivision (enter subdivision name and code)	If qualification is for the entire subdivision, place an "X" in this column	If qualification is for a portion of the subdivision (at least four (4) control points), enter the limits.	
		Beginning CP	Ending CP

Statement of employee:

I understand that this qualification enables me to request and obtain work authorities for short-term working limits/OTE movements and long-term working limits only on the territory(ies) outlined above.

I will not attempt to obtain a work authority outside of the limits listed above.

Employee's Printed Name: _____ ID#: _____

Employee's Signature: _____ Date: _____

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Examiner's Printed Name: _____ ID#: _____

Examiner's Signature: _____ Date: _____

After completion make three copies of this form providing copies to the employee, your supervisor and your file.

Send the original to: Division Engineers Office

Good Faith Challenge Procedure

(a) **Good Faith Challenges**

CSXT employees have the absolute right to challenge in good faith whether:

(1) The On-Track Safety procedures applied at the job location comply with CSXT Rules.

(2) Roadway maintenance machine or hi-rail vehicle being used complies with FRA regulations or has a condition that prevents its safe operation.

Prior to initiating a challenge, the employee shall discuss the issue at the job location with the employee-in-charge to clarify any misunderstanding that may exist.

(b) **Making a Good Faith Challenge**

When making a good faith challenge:

(1) Do not foul the track or operate the equipment until the challenge is resolved

(2) Refuse any directive to violate any on-track worker rule or FRA regulation.

(3) Notify the employee-in-charge (or the employee's immediate supervisor) of the challenge.

(c) **Receiving a Good Faith Challenge**

Employee-in-Charge

When a good faith challenge is made:

(1) Instruct all employees to not foul the track, if on-track protection is the basis for the challenge.

(2) Instruct the operator of the equipment not to operate the equipment, if an unsafe roadway maintenance machine or hi-rail vehicle is the basis for the challenge.

(3) Attempt to resolve the challenge.

If you agree with the concerns expressed, take the appropriate steps to correct the situation before permitting employee(s) to foul the track or operate the machinery.

If you disagree with the concerns expressed, inform the employee and instruct him to complete a CSXT Good Faith Challenge Form.

(d) **Resolving a Dispute Involving a Good Faith Challenge**

In the event the roadway worker maintains his good faith challenge, the employee-in-charge must submit the completed CSXT Good Faith Challenge Form to the appropriate officer and request resolution.

Submit challenges dealing with:

(1) On-track safety procedures to CSXT's Operation Center.

(2) Roadway maintenance machine or hi-rail vehicles to the plant manager at the Bryan Park Equipment Shop.

The officer having jurisdiction will make a determination regarding the challenge.

If it is determined that the challenge is valid, the officer having jurisdiction will instruct the employee-in-charge to make whatever correction necessary. After the corrections are made, the employee(s) will be informed and instructed to return to work.

If it is determined that the challenge is not valid, the employee(s) will be informed and instructed to return to work.

Good Faith Challenge Form

Name: _____ Job Position: _____

Time of Occurrence: _____

Work Location : Track: _____ Mile Post: _____

Nearest City/Town: _____ State: _____

If On-Track Safety Procedures are at issue, what procedures were applied at the work location?
_____

Rule(s) not being complied with (Give rule numbers if known): _____

If a roadway maintenance machine or hi-rail vehicle is at issue, what is the equipment's number?
_____

What is non-compliant on the equipment? _____

Other employees with information regarding situation: _____
_____

Roadway Worker Signature _____ Date _____

Determination by Supervisor:_____

_____ _____

Supervisor Signature _____Date _____

INSTRUCTIONS: The employee making the challenge shall complete this form and give it to his supervisor who shall document his determination, sign the form and forward it to the officer having jurisdiction.

Report of Movements Authorized to Enter Working Limits

Working Limits on the _____Subdivision from MP _____ to MP _____

Date _____Time Limits : _____to _____ Time Authority Verified: _____

Track	Direction	OTE	Engine Number	Employee Receiving Authorization	Time	
					Authorized	Cleared

Employee-in-Charge: _____ ID: _____ Date: _____

Record of other(s) within authority

Name: _____Time Authorized: _____ Time Released:_____
Name: _____Time Authorized: _____ Time Released:_____

Name: _____Time Authorized: _____ Time Released:_____

Name: _____Time Authorized: _____ Time Released:_____

Name: _____Time Authorized: _____ Time Released:_____
Name: _____Time Authorized: _____ Time Released:_____

Name: _____Time Authorized: _____ Time Released:_____

Name: _____Time Authorized: _____ Time Released:_____

EC-1 NUMBER: _____ **DATE:** _____ **LOCATION:** _____

C&E TRAIN ID: _____ **ENG:** _____ **COPIED BY:**_____

1 OPR ON _____TRK ____ DIR FRM/BTW _____ __TRK TO/AND _____ __TRK
OPR ON _____TRK ____ DIR FRM/BTW _____ __TRK TO/AND _____ __TRK
OPR ON _____TRK ____ DIR FRM/BTW _____ __TRK TO/AND _____ __TRK
OPR ON _____TRK ____ DIR FRM/BTW _____ __TRK TO/AND _____ __TRK
OPR ON _____TRK ____ DIR FRM/BTW _____ __TRK TO/AND _____ __TRK

2 CROSS OVER AT _____ FROM _____ TRK TO _____ TRK
CROSS OVER AT _____ FROM _____ TRK TO _____ TRK
CROSS OVER AT _____ FROM _____ TRK TO _____ TRK

3 _____ TRK(S) OUT OF SERVICE BTW _____
AND _____ IN CHARGE OF EMPLOYEE_____

4 UNTIL _____HRS __/__/__ EXT UNTIL _____ HRS__/__/__ EXT UNTIL _____HRS__/__/__

5 DO NOT EXCEED THE FOLLOWING SPEED
____/____ MPH ON _____ TRK BTW MP _____ AND MP _____ SIGNS _____
____/____ MPH ON _____ TRK BTW MP _____ AND MP _____ SIGNS _____
____/____ MPH ON _____ TRK BTW MP _____ AND MP _____ SIGNS _____
____/____ MPH ON _____ TRK BTW MP _____ AND MP _____ SIGNS _____
____/____ MPH ON _____ TRK BTW MP _____ AND MP _____ SIGNS _____

6 ____ ACTIVATION FAILURE ____ FALSE/PARTIAL ACTIVATION
ACCOUNT AUTOMATIC GRADE CROSSING WARNING DEVICE MALFUNCTION
AT _____ CROSSING AT MP _____ ON ___ TRK(S) FLAGMAN ___

7 DO NOT PASS _____ WITHOUT PERMISSION OF DISPATCHER

8 DD LOCATED AT MP ____ ON_____ TRK(S) IS TEMPORARY REMOVED FROM SERVICE

9 ____ HEAT WARNING ____ FLASH FLOOD WARNING
IN EFFECT ON _____ SD
IN EFFECT ON _____ TRK(S) BTW MP _____ AND MP_____ ON _____ SD

10 ABS RULES AND BLOCK SIGNAL(S) OUT OF SERVICE ON_____ TRK(S)
BTW/AT _____ AND _____

11 CPS RULES AND BLOCK SIGNAL(S) OUT OF SERVICE ON _____ TRK(S)
BTW/AT _____AND _____

12 _____ RULES IN EFFECT ON _____TRK(S)
BTW/AT _____ AND _____

13 POWER SWITCH(S) BTW/AT _____ ARE SECURED
IN _____ POSITION FOR MOVEMENT _____ TRK(S)

14 DISPR MESSAGE(S) _____ _____ _____ _____ _____ _____ _____ IS/ARE ANNULLED

15 OTHER INSTRUCTIONS / INFORMATION_____
_____
_____

EC - 1 NO. _____ **CANCELLED AT** _____ **HOURS** __/__/__ **DISPR**_____

OK AND EFFECTIVE AT _____ **HOURS** **DISPR** _____

V9.03.07

No job is so important, no service so urgent that we cannot take time to perform all work safely.

Statement of On-Track Safety,
Form SOTS1

Statement of On Track Safety

Name:_____ Date:___/___/___ Time: _____Hrs.

Limits:
Track: _____ Between _____ and _____

Instructions:
1. Complete this form before using Individual Train Detection.
2. Determine the amount of time that it will take you to clear the track and place an "X" on the appropriate chart.
3. Determine the maximum speed authorized for the track you will be fouling by using your Timetable and place an "X" adjacent to that speed in the chart checked in Step 2.
4. Sign the form in the space provided.
5. Retain this form until you reach your off-duty point.

Use this chart if it will take you **10 seconds** or less to clear.

mph	sight	mph	sight	mph	sight
10	367	45	1650	80	2933
15	550	50	1833	85	3115
20	733	55	2017	90	3300
25	917	60	2200	95	3482
30	1100	65	2383	100	3665
35	1283	70	2567	105	3850
40	1467	75	2750	110	4032

Use this chart if it will take you **20 seconds** or less but more than 10 seconds to clear.

mph	sight	mph	sight	mph	sight
10	513	45	2310	80	4107
15	770	50	2567	85	4361
20	1027	55	2823	90	4620
25	1283	60	3080	95	4875
30	1540	65	3337	100	5131
35	1797	70	3593	105	5390
40	2053	75	3850	110	5645

Use this chart if it will take you **30 seconds** or less but more than 20 seconds to clear.

mph	sight	mph	sight	mph	sight
10	660	45	2970	80	5280
15	990	50	3300	85	5607
20	1320	55	3630	90	5940
25	1650	60	3960	95	6268
30	1980	65	4290	100	6597
35	2310	70	4620	105	6930
40	2640	75	4950	110	7258

_____
Employee Signature

TABLE OF REQUIRED SIGHT DISTANCES

Sight Distance Required For Selected Speeds
When Clearing Time = 10 Seconds

MPH	FEET	MPH	FEET	MPH	FEET
10	367	35	1283	60	2200
15	550	40	1467	65	2383
20	733	45	1650	70	2567
25	917	50	1833	75	2750
30	1100	55	2017	80	2933

Sight Distance Required For Selected Speeds

When Clearing TIME = 20 Seconds

MPH	FEET	MPH	FEET	MPH	FEET
10	513	35	1797	60	3080
15	770	40	2053	65	3337
20	1027	45	2310	70	3593
25	1283	50	2567	75	3850
30	1540	55	2823	80	4107

Sight Distance Required For Selected Speeds
When Clearing Time = 30 Seconds

MPH	FEET	MPH	FEET	MPH	FEET
10	660	35	2310	60	3960
15	990	40	2640	65	4290
20	1320	45	2970	70	4620
25	1650	50	3300	75	4950
30	1980	55	3630	80	5280

Operating Cranes

1. **Prohibited Actions**

Do not:

a. Operate crane that you are not qualified on unless under the direct supervision of a qualified operator

b. Move without first signaling as follows:

(1) Two short blasts of the whistle for a forward move.

(2) Three short blasts of the whistle for a reverse move.

c. Move a load over personnel.

d. Permit anyone to be under a load or between a load and a magnet attachment.

e. Allow anyone to ride the hook or load.

2. **Working in the Vicinity of Electric Power Lines**

a. When working in the vicinity of power lines, do not allow any part of the machine to be within:

(1) Four (4) feet of power lines on communication and Signal pole lines.

(2) Six (6) feet of shop distribution power lines.

(3) Ten (10) feet of other power lines.

When the work cannot be completed without getting closer to the power lines than permitted above, notify a supervisory familiar with the power line and take the necessary precautions to ensure complete safety.

b. **Positioning of Ground Personnel**

When working with a crane in the vicinity of power lines, stand clear of the machine and load at all times. Make certain to use a signal person, whose only responsibility is to provide warning when any part of the crane or its load gets near the power lines.

c. **Giving Signals:**

(1) Do not give signals to the crane operator, unless you are the person designated to do so.

(2) When giving signals, use standard crane and derrick signals.

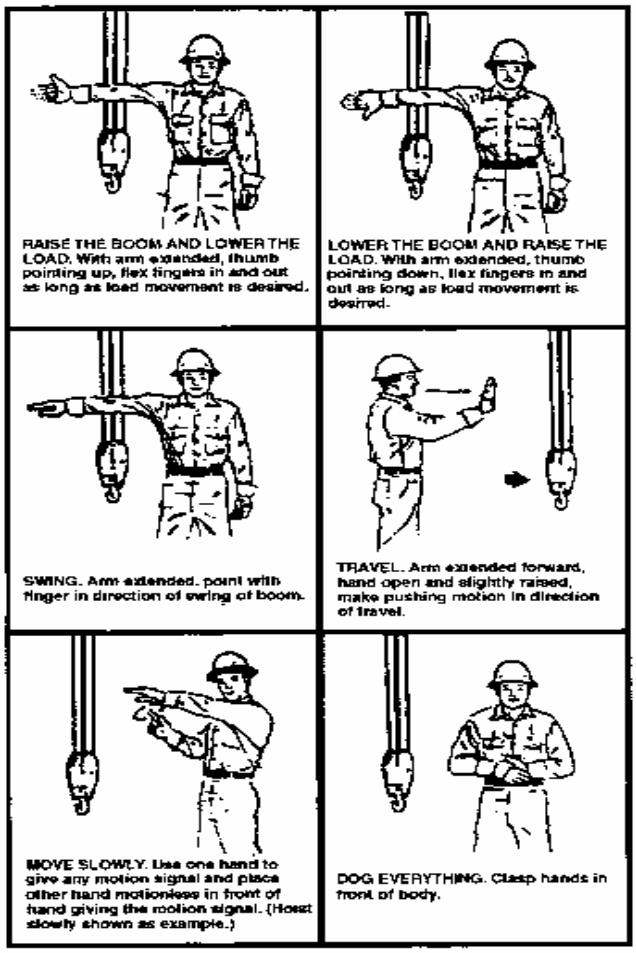
(3) If you are the person designated to give signals, make certain to:

(a) Have a clear understanding with the crane operator regarding the meaning of all of the signals to be used.

(b) Be in clear view of the crane operator.

Hand Signals For Crane Operations (ANSI / ASME B 30.5-1982)

Where the work requires the use of hand signals to direct crane operations, the person giving the signals should be clear of the work and at a point where the crane operator can see the signals without taking his attention from the work. The crane operator will stop the work if there is doubt as to the meaning of a signal, for whom the signal is intended or if his view of the person giving the signal is obstructed.



RAISE THE BOOM AND LOWER THE LOAD. With arm extended, thumb pointing up, flex fingers in and out as long as load movement is desired.

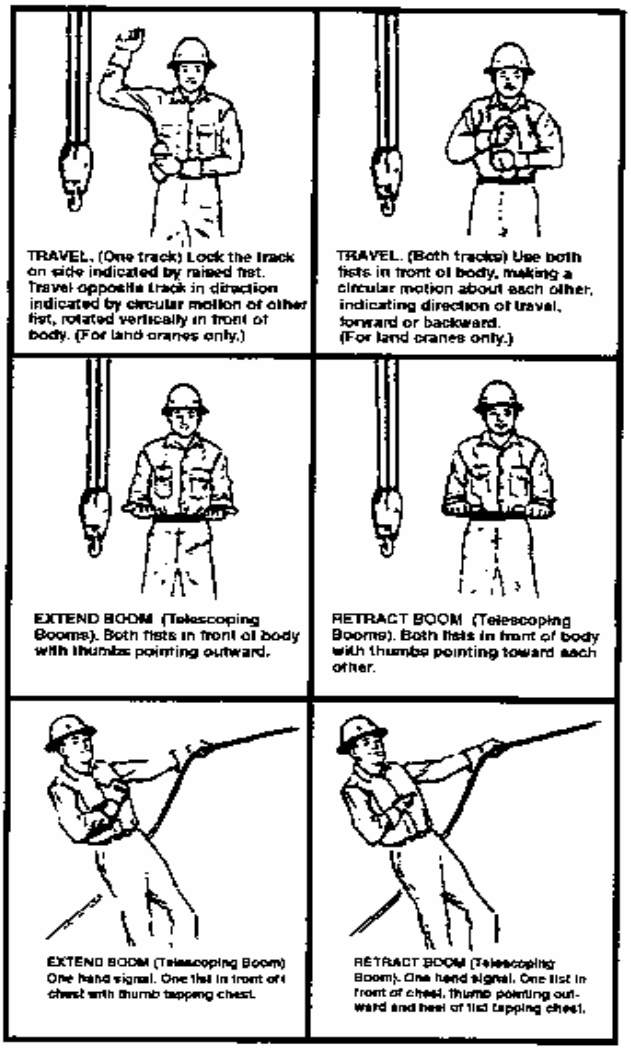
LOWER THE BOOM AND RAISE THE LOAD. With arm extended, thumb pointing down, flex fingers in and out as long as load movement is desired.

SWING. Arm extended, point with finger in direction of swing of boom.

TRAVEL. Arm extended forward, hand open and slightly raised, make pushing motion in direction of travel.

MOVE SLOWLY. Use one hand to give any motion signal and place other hand motionless in front of hand giving the motion signal. (Hoist slowly shown as example.)

DOG EVERYTHING. Clasp hands in front of body.



TRAVEL. (One track) Lock the track on side indicated by raised fist. Travel opposite track in direction indicated by circular motion of other fist, rotated vertically in front of body. (For land cranes only.)

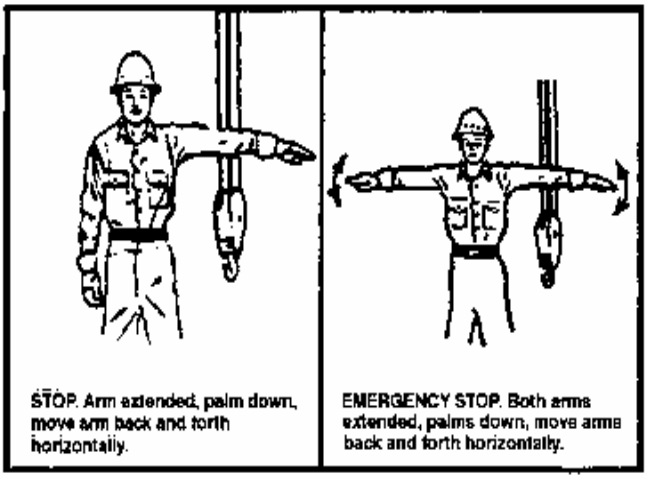
TRAVEL. (Both tracks) Use both fists in front of body, making a circular motion about each other, indicating direction of travel, forward or backward. (For land cranes only.)

EXTEND BOOM (Telescoping Booms). Both fists in front of body with thumbs pointing outward.

RETRACT BOOM (Telescoping Booms). Both fists in front of body with thumbs pointing toward each other.

EXTEND BOOM (Telescoping Boom) One hand signal. One fist in front of chest with thumb tapping chest.

RETRACT BOOM (Telescoping Boom). One hand signal. One fist in front of chest, thumb pointing outward and heel of fist tapping chest.



STOP. Arm extended, palm down, move arm back and forth horizontally.

EMERGENCY STOP. Both arms extended, palms down, move arms back and forth horizontally.

Definitions

Remote Control Locomotive (RCL)- A locomotive equipped and configured to be controlled by a remote control operator utilizing an operator control unit.

Remote Control Platform (RCP) - A car or locomotive body equipped with remote technology and configured to be controlled by a remote control operator utilizing an operator control unit. A remote control platform does not have propelling motors and must be coupled and properly connected to a conventional locomotive to function properly.

Remote Control Operator (RCO) - An employee who has control of remote control locomotive or platform by means of an operator control unit.

Remote Control Operator Foreman (RCOF)- A remote control operator in charge of a remote control crew.

Operator Control Unit (OCU) - A device through which a remotely controlled locomotive or platform is operated.

Remote Control Zone (RCZ)- When activated, a designated portion of track in which a remote control locomotive or remote control platform may operate without protecting the leading end of the movement. Signs and special instructions identify a remote control zone.

Operator Control Zone (OCZ) - When activated, a designated portion of track in which a remote control locomotive or remote control platform may operate without protecting the leading end of the movement. Special instructions identify an operator control zone and the control station affording protection.

Primary Operator - Operator that is controlling locomotive movement. The primary OCU will have the capability to direct all functions of the locomotive.

Secondary Operator - Operator not controlling locomotive movement. The secondary OCU has the ability to control horn, bell, and emergency brake application and also has tilt protection.

General And Operating Equipment Rules

910. (R1) Only certified remote control operators instructed in RCL and RCP operation, and employees receiving training in RCL operations are permitted to operate the RCL and RCP equipment.

910-A. (R2) All existing safety, operating, equipment handling, hazardous material and air brake & train handling rules apply to remote control operations unless otherwise specified in this section.

910-B. (R30) Procedures and instructions contained in the Remote Control Operation Instruction Manual (CANAC and Cattron-Theimeg) are mandatory.

910-C. (R11) The primary RCO must have and maintain visual contact with a portion of the train or locomotive when initiating movement. The RCO or member of the crew must maintain visual contact with a portion of the equipment at all times when movement is occurring.

910-D. (R15) Point protection must be provided when cars, platform or engines are being moved and conditions require. A crewmember must take a position on the lead equipment to see that the track ahead is clear, or be ahead of the movement. When an RCO operator is providing point protection, that operator should be the primary operator when practicable. Point protection is not required when operating within a RCZ or OCZ.

910-E. Movements past any signal, regardless of indication, or through an interlocking will be made only when a crew member has taken a position where the signal aspect can be observed and complied with.

910-F. (R21) Movements over public highway crossings at grade must be made only when a RCL or RCP crewmember, or other designated employee has:

- ***A. Taken a position where the crossing and crossing signals can be observed,***
- ***B. See the way is clear and free of obstructions, and***
- ***C. Provide the proper warning to the public.***

Operation of Operator Control Units (OCU)

911. (R3) An OCU can only control one RCL or RCP at a time.

NOTE – A locomotive may consist of one or more engines operated from a single control.

911-A. (R4) No more than two OCU(s) can be linked to an RCL or RCP.

911-B. (R5) The components of the OCU must not be altered in anyway.

911-C. (R5) Damage to an OCU must be reported immediately to your supervisor.

911-D. (R5) A defective OCU must be,

- ***A. Taken out of service immediately,***
- ***B. Reported to supervision,***
- ***C. Placed in a secure location, and***
- ***D. Not used until repaired and tested.***

911-E. (R6) All four corners of the OCU must be attached to the operator's OCU harness at all times. The OCU and harness must not be altered in any way that would negate the OCU tilt feature. The OCU harness must not be worn so that the tilt feature fails to activate when in a tilt position.

911-G. (R13) When a remote control assignment is designated to operate with one OCU, the other OCU assigned to the job must be turned off and stored in a secure location per local instructions.

911-H. ***(R14) OCU equipment must not be left unattended. At the end of the tour of duty, or if the OCU(s) are not to be used during the balance of the tour of duty, it must be turned off and stored in a secure location per local instructions. Anyone finding and OCU unattended must immediately contact the supervisor or yardmaster on duty for instructions.***

Operating A Remote Control Locomotive (RCL) And Remote Control Platform (RCP)

912. ***(R7) A RCL or RCP crewmember will operate only one RCL or RCP consist at a time, and will not operate simultaneously any other equipment or machinery.***

912-A. ***(R8) A RCL crew member will not operate a RCL or RCP while riding in a moving vehicle or other machinery that is not connected to their consist.***

912-B. ***(R9) Before taking control of a RCL or RCP, set up the equipment in accordance with special instructions and perform required tests to be certain it will respond properly to the OCU commands.***

912-C. ***(R10) All RCL or RCP system failures and safety concerns must be promptly reported to your immediate supervisor.***

912-D. ***(12) An RCL or an RCP can be operated with one OCU when:***

- ***A. The assignment is designated as conductor only,***
- ***B. When in hump mode,***
- ***C. The second unit becomes disabled, or***
- ***D. Otherwise directed by the proper authority.***

912-E. ***(R17) When going off duty, the RCL or RCP must be placed in manual mode unless being relieved by another remote crew. A job briefing must be held between crews.***

912-F. ***(R19) A RCL or RCP will not be considered unattended while in remote mode and the equipment is in the sight of one or both of the remote control operators.***

912-G. ***(R19) All RCL or RCP movements must be made in accordance with rule 46, not exceeding 15 MPH. Movements on a main or signaled track will be made at Restricted Speed regardless of signal indication.***

912-H. ***(R26) When left unattended, remote control locomotives will be secured in accordance to Operating Rules and remote control operating instructions.***

912-I. ***(R27) When transferring locomotives from manual to remote control mode or from remote control to manual mode, secure the equipment in accordance to Operating Rules and the Appropriate Remote Control Operation Instructional Manual.***

Remote Control Zones

913. ***(R16) Division special instructions will designate limits and locations of all Remote Control Zones (RCZ) and Operator Control Zones (OCZ).***

913-A. ***(R22) Activating a Remote Control Zone. Prior to activating the RCZ, the following steps must be taken:***

A. Tracks within the RCZ must be inspected and known to be clear of cars, engines or employees fouling the track, switches improperly lined, blue signals, portable derails or other obstructions.

B. Switches must be properly lined and locked, if required,

C. Appropriate derails must be lined in the derailing position,

D. Any road and/or pedestrian crossings must be made inaccessible as outlined by special instructions,

E. RCZ signs must be displayed,

F. RCOF must notify the yardmaster or control station if required, and

G. An activated RCZ is under the control of the RCOF.

913-B. ***(R23) Activating an Operator Control Zone. Prior to activating the OCZ, the following steps must be taken:***

A. Permission to activate the OCZ must be received from the control station,

B. Tracks within the OCZ must be inspected and known to be clear of cars, engines or employees fouling the track, switches improperly lined, blue signals, portable derails or other obstructions,

C. Switches must be properly lined and locked,

D. Appropriate derails must be lined in the derailing position,

E. Any road and/or pedestrian crossings must be made inaccessible as outlined by special instructions,

F. Zone signs must be displayed, if applicable,

G. RCOF must notify the yardmaster or control station that OCZ has been activated and receive assurance from the control station that protection is provided, and

H. An activated OCZ is under the control of the RCOF.

913-C. ***(R24) Permission to enter an activated remote Control Zone or Operator Control Zone.***

The control station or yardmaster will not authorize any movement to enter an activated RCZ or OCZ.

Engineering, Mechanical or T&E service employees must receive permission from the RCOF before occupying or fouling any track within an activated RCZ or OCZ. Permission must be repeated and acknowledged.

When permission is granted to employees to occupy an activated RCZ or OCZ, the RCL crew is responsible for providing protection against such employees. After Engineering, Mechanical or T&E employees have completed their use of the RCZ or OCZ and after the zone is clear of blue signals, derails or any other equipment, and all personnel are in the clear, the employee who was granted permission to occupy the RCZ or OCZ must report they are clear of the zone. Before resuming utilization of the zone without point protection, it must be inspected as required by Rules 913-A or 913-B.

913-D. ***(R25) De-activation of a Remote Control Zone or Operator Control Zone.***

The RCOF or RCO will de-activate a zone by closing all displayed zone signs and reporting to the yardmaster or control station the zone is de-activated.

If a remote control assignment fails to de-activate a RCZ or OCZ, the control station can de-activate it after the following has been verified:

A. The RCL crew in charge of the zone has been relieved,

B. The OCUs utilized by the last crew to activate that zone has been turned off and properly secured and stored, and

C. The RCL used by the crew that was in charge of the zone is secured in the manual mode.

Safety Tests

914. ***(R28) Safety tests are required to be performed whenever an OCU is linked to the RCL or RCP. Performing these tests are also required at the beginning of the tour of duty unless:***

1. The oncoming remote control crew directly relieves the previous remote control crew, and

2 There has been no change in the remote control mode of the assigned RCL or RCP.

When a direct transfer of remote control operation occurs, the oncoming crew must verify control of the RCL or RCP by activating the status switch and ringing the RCL or RCP bell.

Leave handbrake applied when making these tests.

914-A. ***(R28 A) Tilt test***

1. Ensure that the RCL/RCP radio is turned on and adjusted to the appropriate man-down frequency.
2. Ensure that the OCU operators' radios are turned on and adjusted to the appropriate man-down frequency.
3. Inform yardmaster or control station that the tilt test is to be performed if required.
4. Tilt the OCU more than 45 degrees in any direction.
5. Observe:
a. Steady alarm is sounded,
b. Emergency brake application is initiated, and
c. Appropriate man-down voice message transmitted.
6. Repeat this test for the second OCU.

Tilting both OCU(s) at the same time is not a valid tilt test.

914-B ***(R28 B) Vigilance / Reset Test***

1. Select forward or reverse,

2. Press vigilance / reset switch and then select coast B on speed select lever,

3. Wait approximately 50 seconds

a. A pulsing tone should sound, and

b. After approximately 60 seconds a full service penalty application will occur.

4. Recover from full service penalty, and Repeat test with second OCU.

914-C. ***(R29) Brake tests***

Remote control operations are required to comply with brake test requirements as prescribed in the Air Brake and Train Handling Rules Remote control procedures for properly performing required brake test are contained in the appropriate remote control operation instruction manual.

Block: A track section of defined limits. In signaled territory, a block is the track section between two consecutive block signals governing movements in the same direction. It is also the track section from a block signal to the end of signaled territory.

Absolute Block: A block that may be occupied by only one train at a time.

Direct Traffic Control Block: A block whose use is governed by verbal authority of the train dispatcher.

Controlled Point and Interlocking:

Interlocking: An arrangement of interconnected signals and signal appliances for which interlocking rules are in effect. Signals and movement of signal appliances must succeed each other in proper sequence.

Interlocking Limits: The tracks between the opposing home signals of an interlocking.

Dispatching:

Control Station: A place from which signals and signal appliances are operated. It is also a place from which instructions governing railroad movements are issued.

Devices:

Electric Lock: An electrical locking device applied to a hand-operated switch, derail or gate.

End-of-Train Device (EOT): A portable sensory transmitter unit mounted on the last car of a train.

Head-of-Train Device (HTD): A device on an engine that receives from or receives information from and transmits to an end-of-train device.

Documentation:

CSX Train Documentation: A computer-generated document consisting of some or all of the following:

- Tonnage Graph
- Restricted and Special Handling List
- CT-166 Report
- Clearance Bureau Instructions
- Train Listing and Hazardous Endorsement
- Hazardous Special Handling Instructions
- Hazardous Materials Radio Waybill Form

CSX Procedural Instruction Manual: Written instructions issued to train dispatchers concerning the safety or movement of trains and employees. These instructions are issued by the General Manager – Network Operations.

Dispatcher Bulletin: A computer generated form issued by the train dispatcher. It contains current operating instructions applying to the train addressed. It also contains information as to the latest System and General bulletins issued.

Dispatcher Message: Instructions and mandatory directives issued by the train dispatcher in the prescribed form when applicable. It governs the operations of trains and is part of a dispatcher bulletin.

East Coast Movement Instructions; (Form EC-1): A form used to record specific instructions regarding movements on controlled tracks.

General Bulletin: Written or electronically transmitted special instructions concerning the safety of employees and the movement of trains issued by a division.

General Notice: Written or electronically transmitted notice of information and instructions not affecting the movement of trains issued by a division.

Special Instructions: Information contained in Timetables, System Bulletins, General Bulletins, and CSX Procedural Instruction Manual.

Release Form: A computer-generated form advising of a dispatcher bulletin number and the number of train messages it must contain. Its address must correspond to the associated dispatcher bulletin.

Release Line: The last line of a dispatcher bulletin containing the

- Dispatcher bulletin number,
- Total number of dispatchers messages,
- The train dispatchers' initials, and
- Date and time released.

System Bulletin: Written or electronically transmitted special instructions concerning the safety of employees and the movement of trains issued by the Operating Rules Department.

System Notice: Written or electronically transmitted notice of information and instructions not affecting the movement of trains issued by the Operating Rules Department.

Timetable: A publication containing instructions relating to the movement of trains or equipment and other essential information.

Engine and Train:

Engine: A locomotive unit propelled by any form of energy. It is also a combination of such units operated from a single control.

Yard Engine: An engine being used in yard service.

Train: An engine, with or without cars, displaying a marker.

Work Train: A train that is assigned to serve the Maintenance-of-Way Department in track repair and maintenance.

Push-Pull Train: A passenger train with a multiple unit (MU) or control car on either end.

Operations:

Current of Traffic: The movement of trains on a main track, in one direction, as specified by the rules or special instructions.

Exclusive Authority to Move: The authority the train has to occupy a track(s) does not include other movement within the same limits.

Mandatory Directive: An instruction required to be recorded in writing, such as: a DTC block authority, 707 authority, 704 authority, or dispatcher message.

Note: Train dispatcher authority to enter a signaled track, to pass a stop signal, make a reverse movement, or permission of an employee-in-charge to enter work limits are not considered mandatory directives.

Train Coordination: A method of establishing working limits on tracks upon which a train holds exclusive authority to move where by the crew of that train yields that authority to a roadway worker/employee in-charge.

Emergency Inspection or Repairs: Unforeseen circumstances, (such as but not limited to a derailment or forces of nature), has caused an inspection or a repair to be made to insure the safe movement of trains.

Railroad:

Division: That portion of a railroad assigned to the supervision of a division superintendent.

Subdivision: A portion of the railroad designated by timetable.

Railroad Crossings At Grade:

Automatic Railroad Crossing: A railroad crossing at grade. It is protected by signals which are actuated automatically by the approach of a train.

Remotely controlled Railroad Crossing: A railroad crossing at grade operated by a control station.

Employees:

C&E: The conductor and engineer assigned to a specific train.

Pilot: An employee assigned to a train when the engineer or conductor is not qualified on that segment of track.

Roadway Worker: Any employee of a railroad, or of a contractor to a railroad, whose duties include and who is engaged in the inspection, construction, maintenance or repair of railroad track, bridged, roadway, signal and communications systems, electric traction systems, roadway facilities or roadway maintenance machinery on or near the track or with the potential of fouling a track, and employees responsible for their protection.

Siding: An auxiliary track for meeting or passing trains. It is designated in special instructions.

Signaled Siding: A siding equipped with block signals that govern train movements on the siding.

Controlled Siding: A siding equipped with controlled signals. Such signals authorize trains to enter or leave the siding only.

Signals:

Absolute Signal: A color light, color position light, or semaphore signal without a number plate, "P" marker, "APP" marker, "C" marker, or "G" marker, that conveys Stop as its most restrictive indication.

Block Signal: A fixed Signal displayed to trains at the entrance of a block to govern use of the block.

Color Light Signal: A fixed signal that displays aspects by the color of a light. It may also display aspects by a combination of colored lights.

Color Positions Light Signal (CPL): A fixed signal that displays aspects by the color or position of two or more lights.

Controlled Point: A station designated in the Timetable where signals are remotely controlled from the control station

Controlled Signal: A fixed signal at the entrance of a route or block. It is used to govern the movement of trains using that route or block. The signal is operated from a control station.

Fixed Signal: A permanent signal or sign indicating a condition affecting train movement.

Home Signal: A fixed signal, capable of displaying a STOP indication, governing the entrance to a route, block, or interlocking.

Improper Signal Aspect: A signal aspect that permits a train to proceed when the condition of the block does not justify such an aspect.

Interlocking Signals: Fixed signals of an interlocking.

Intermediate Signal: A block signal equipped with either a number plate, a "G" marker, or "P" marker. It conveys Proceed at Restricted Speed as its most restrictive indication.

Signal Aspect: The appearance of a fixed signal as viewed from the direction of an approaching train.

Signal Imperfectly Displayed: A block or interlocking signal, displaying lights not in conformity with the rules; or the absence of a light where a color light should be; or the absence of a signal at a place where a signal is usually displayed; or a high color light signal displaying more than one light per signal unit.

Signal Indication: The information conveyed by the aspect of a signal.

Speeds:

Controlled Speed: A speed that will permit stopping within one-half the range of vision. It will also permit stopping short of a train, a car, an obstruction, on-track equipment or a stop signal.

Limited Speed: A speed not exceeding 45 miles per hour.

Maximum Authorized Speed: The highest speed permitted for any train on a subdivision or portion of a subdivision. It will be found listed under "Maximum Authorized Speed" in special instructions.

Medium Speed: A speed not exceeding 30 miles per hour.

Restricted Speed: A speed that will permit stopping within one-half the range of vision. It will also permit stopping short of a train, a car, an obstruction, a stop signal, a derail or an improperly lined switch. It must permit looking out for broken rail. It will not exceed 15 MPH.

Slow Speed: A speed not exceeding 15 miles per hour.

Switch: A device consisting of necessary rails and connections designed to change the direction of a movement from the track on which it is moving to another track.

Bolt Lock Switch: A hand-operated switch equipped with a pipe connected locking device that is designated to shunt the signal system before the switch points are operated.

Dual Control Switch: A power-operated switch also equipped for hand operation.

Electric Lock Switch: A hand-operated switch with an electric locking device applied.

Power-Operated Switch: A remotely controlled switch. It is operated electrically or electro-pneumatically.

Spring Switch: A switch equipped to restore the switch points to normal position after having been trailed through.

Systems:

Automatic Block Signal System (ABS): A series of consecutive blocks whose use is governed by train actuated block signals or by certain conditions affecting the use of a block. Unless so specified, such signals do not authorize the movement of trains.

Centralized Train Dispatching System (CTDS): A system by which train and on-track equipment movements are governed by controlled signals and/or instructions of a train dispatcher from a centralized location.

Controlled Point System (CPS): A system with an arrangement of signals and signal appliances for which controlled point rules are in effect.

Direct Traffic Control Block System (DTC): A direct traffic control block or a series of consecutive direct traffic control blocks.

Track Warrant Control (TWC): A method of authorizing movements or protecting employees or on-track equipment in signaled or non-signaled territory on controlled track within specified limits. TWC is not used within yard limits. Movement within TWC territory is under the jurisdiction of the Train Dispatcher.

DTC Track Warrant: Track warrant where the specified limits are designated by block authority.

DCS Track Warrant: Track warrant where the specified limits are designated by Form EC-1 authority.

Track Warrant: Authorization to use a controlled track outside yard limits, received in writing or copied and repeated at the direction of the dispatcher using radio or other communication. Track warrant must be written on the prescribed forms.

DTC Block Form: The prescribed form used when obtaining a DTC Track Warrant.

EC-1: The prescribed form used when obtaining a DCS Track Warrant.

Tracks:

Auxiliary Track: A track other than a main track.

Controlled Track: A track upon which all movements will be authorized by a train dispatcher.

Excepted Track: A segment of track that is identified in special instructions, where:

- No train shall be operated at speeds more than 10 MPH;
- No revenue passenger train shall be operated; and
- No freight train shall be operated that contains more than five cars required to be placarded by the Hazardous Materials Regulations (49 CFR).

Main Track: A track extending through yards and between stations. It is other than an auxiliary track.

Signaled Track: A track equipped with block or interlocking signals that govern train movements.

Single Track: A main track upon which trains are operated in both directions.

Yard: A system of tracks other than main tracks and sidings. A yard is used for making up trains, for storing cars and for other purposes.

Yard Limits: A portion of main track designated by special instructions. Yard limits are identified by signs.

