



NATIONAL TRANSPORTATION SAFETY BOARD - **Public Hearing**

Conrail Derailment in Paulsboro, NJ with Vinyl Chloride Release

GROUP	2
EXHIBIT	
L	

Agency / Organization

NORAC

Title

NORAC Operating Rules Excerpts

DCA13MR002
Conrail - Shared Assets
Derailment/Hazardous Material Release
Paulsboro, New Jersey
November 30, 2012

Excerpts
NORAC Operating Rules
10th Edition November 6, 2011

10TH EDITION



NORAC

OPERATING RULES

**NORTHEAST OPERATING RULES
ADVISORY COMMITTEE**

NORAC OPERATING RULES

TENTH EDITION

Effective November 6, 2011



Published By:
**Northeast Operating Rules
Advisory Committee**

Adopted By:

Adirondack Scenic Railroad	National Park Service
Amtrak	Naugatuck Railroad Company
Bay Colony Railroad (BCLR)	New England Southern Railroad
Belfast & Moosehead Lake Railway	New Hampshire Central Railroad
C&S Railroad Corporation	New Hope and Ivyland Railroad
Cape Cod Central Railroad	New Jersey Transit Rail Operations (NJT)
Cape May Seashore Lines	New York, Susquehanna & Western Rwy. Corp. (NYS&W)
Central New England Railroad	New York Cross Harbor Railroad
Claremont Concord Railroad Corporation	New York & Greenwood Lake Railway
Columbia & Reading Railway Company	Norfolk Southern Corporation (NS)
Conrail Shared Assets (CR)	North Shore Railroad
CSX Transportation (CSXT)	Owego & Harford Railway, Inc.
East Jersey Railroad & Terminal Co.	Pan Am Railways
East Penn Railroad	Pennsylvania Northeastern Railroad
Finger Lakes Railway	Plymouth & Lincoln Railroad
Flats Industrial Railroad	Port Jersey Railroad
Fore River Transportation Corporation	Providence and Worcester Railroad Company (P&W)
Genesee Valley Transportation	Raritan Central Railway
Grafton & Upton Railroad Company	Reading Blue Mountain & Northern Railroad (RBM&N)
Housatonic Railroad Company	Seaview Transportation Company, Inc.
Indiana Harbor Belt Railroad	Seminole Gulf Railway
Lehigh Railway	SMS Rail Service
Luzerne and Susquehanna Railway	Southeastern Pennsylvania Transp. Authority (SEPTA)
Maine Eastern Railroad	Southern Railroad of New Jersey
Massachusetts Bay Commuter Railroad (MBCR)	Valley Railroad Company
Massachusetts Central Railroad	Wellsboro & Corning Railroad
Massachusetts Coastal Railroad	West Chester Railroad
Milford-Bennington Railroad Company	Winimac Southern Railway
Morristown and Erie Railway	Winnepesaukee Scenic Railroad
Mountain Division Railway Corporation	
Narragansett Bay Railroad Company	

INTRODUCTION

These rules govern the operation of the railroads listed on the previous pages, apply equally to all railroad employees, and must be observed by all employees whose duties are in any way affected by them.

Use of the male gender throughout these rules is for convenience and clarity only. All rules apply equally to male and female personnel.

The following craft titles have been shortened to reflect common usage:

“Operator” refers to the Block Operator, Train Director, Leverman, or Dispatcher when operating interlocking or controlled point appliances.

“Dispatcher” refers to the Train Dispatcher.

TABLE OF CONTENTS

TERMINOLOGY, DEFINITIONS, and AUTHORIZED ABBREVIATIONS	3
GENERAL RULES	10
REPORTING FOR DUTY	15
MISCELLANEOUS SIGNALS	17
TAMPERING	30
INSPECTION OF EQUIPMENT	30
MOVEMENT OF TRAINS	33
PROTECTION OF TRAINS	50
MOVEMENT PERMIT FORM D	67
GENERAL SIGNAL RULES	73
SIGNAL ASPECTS AND INDICATIONS	76
FORM D CONTROL SYSTEM	100
AUTOMATIC BLOCK SIGNAL SYSTEM	105
CAB SIGNAL SYSTEM	109
INTERLOCKINGS AND CONTROLLED POINTS	118
RADIOS, TELEPHONES AND ELECTRONIC DEVICES	122
MOVEMENT OF TRACK CARS	129
DISPATCHERS	134
OPERATORS	136
TRAIN SERVICE EMPLOYEES	138
ENGINE SERVICE EMPLOYEES	139
YARDMASTERS	141
STATION MASTERS and ASSISTANT STATION MASTERS	141
FOREMEN and TRACK CAR DRIVERS	142
INDEX	143
FORM D ILLUSTRATION	151

TERMINOLOGY, DEFINITIONS, and AUTHORIZED ABBREVIATIONS

Abbreviations included in parentheses are authorized for use in Timetables, Bulletin Orders, and Form D's.

ABSOLUTE BLOCK: A block that must not be occupied by more than one train.

AUTHORIZED BUSINESS PURPOSE: A purpose directly related to the tasks that an employee is expected to perform during the current tour of duty, as specified by the railroad in writing.

AUTOMATIC BLOCK SIGNAL: A block signal that is activated either by track circuit or in conjunction with interlocking or controlled point circuits. This block signal automatically indicates track condition and block occupancy.

AUTOMATIC BLOCK SIGNAL SYSTEM (ABS): A block signal system in which the use of each block is governed by an automatic block signal, cab signal, or both.

AUTOMATIC TRAIN STOP (ATS): A device on an engine which will cause a penalty application of the brakes if the engineer fails to acknowledge a cab signal change to a more restrictive indication.

AVENUE (Ave)

BLOCK: A length of track with defined limits on which train movements are governed by block signals, cab signals, or Form D.

BLOCK SIGNAL: A fixed signal displayed to trains at the entrance of a block to govern use of that block.

BLOCKING DEVICE: A lever, plug, ring, or other method of control that restricts the operation of a switch or signal.

BLOCKING DEVICE APPLIED (BDA)

BLOCKING DEVICE REMOVED (BDR)

BLUE SIGNAL: A clearly distinguishable blue flag, blue light or blue tag by day, or a blue light or blue tag by night. When displayed, it signifies that workers are on, under or between equipment.

BOLT-LOCK SWITCH: A hand-operated switch equipped with a pipe connected locking device that is designed to shunt the signal system before the switch points are operated.

BULLETIN ORDER (BO): A publication used to notify employees of changes to rules, procedures, or other instructions affecting the movement of trains. Bulletin Orders are issued periodically by the designated officer.

CAB SIGNAL: A signal that is located in the engine control compartment and which indicates track occupancy or condition. The cab signal is used in conjunction with interlocking signals and with or in lieu of block signals.

CAB SIGNAL SYSTEM (CSS)

CAMP CAR: Any on-track vehicle, except a wreck train, that is used to house railroad employees.

CAR SHOP REPAIR TRACK AREA: One or more tracks within an area in which the testing, servicing, repairing, inspecting, or rebuilding of cars is under the exclusive control of mechanical department personnel.

CONDUCTOR (Cndr)

CONDUCTOR and ENGINEER (C&E)

CONTROL STATION: The Dispatcher's office or the location where the Operator is on duty, from which remote control signal appliances or switches are operated.

CONTROLLED POINT (CP): A station designated in the Timetable where signals are remotely controlled from the control station.

CONTROLLED SIDING (CS): A circuited siding in which both ends are controlled and governed by signals under the control of a Dispatcher or Operator.

CONTROLLED SIGNAL: A fixed signal, capable of displaying Stop indication, that is controlled by a Dispatcher or Operator.

CROSSING AT GRADE: Two or more routes that intersect at the same level. Crossing at Grade may refer to a railroad or highway crossing at grade.

CROSSOVER: A combination of two switches connecting two adjacent tracks. When lined, this switch combination allows movements to cross from one track to the other.

CURRENT OF TRAFFIC: The assigned direction of movement on a Rule 251 main track, as specified in the Timetable.

DERAIL: A track safety device designed to guide a car off the rails at a selected spot as a means of protection against collisions or other accidents.

DISPATCHER (Dspr)

DISTANT SIGNAL: A fixed signal used to govern the approach of a train to a home signal.

DIVISION: That portion of the railroad system assigned to the supervision of a Superintendent.

DIVISION NOTICE (DN): A publication issued periodically by the designated officer, which contains instructions or information which do not affect the movement of trains.

DUAL CONTROL SWITCH: A power-operated switch also equipped for hand operation.

EFFECTIVE LOCKING DEVICE: A switch padlock that is vandal and tamper resistant, and can be unlocked only by the class, group or craft of employees that applied it.

EFFECTIVE SECURING DEVICE: A device applied to secure a manually operated switch or derail for the protection of Roadway Workers. The device must be vandal and tamper resistant, and designed to be applied, secured, uniquely tagged and removed only by the class, group or craft of employees for whom the protection is provided.

ELECTRICALLY LOCKED SWITCH: A hand-operated switch equipped with an electrically controlled device that restricts the movement of the switch.

ELECTRONIC DEVICE: An electronic or electrical device used to conduct oral, written, or visual communication; place or receive a telephone call; send or read an electronic mail message or text message; take or look at pictures; read a book or other written material; play a game; navigate the Internet; navigate the physical world; play, view, or listen to a video; play, view, or listen to a television broadcast; play or listen to a radio broadcast other than a radio broadcast by a railroad; play or listen to music; execute a computational function; or, perform any other function that is not necessary for the health or safety of the person and entails the risk of distracting the employee or another employee from a safety-related task. This term does not include:

1. Electronic control systems and informational displays in the locomotive cab or control compartment of a train or track car, or on a remote control transmitter, used to operate a train or track car or conduct a switching operation, including functions associated with controlling switches.
2. Electronic control systems and informational displays used by Train Dispatchers in the performance of assigned duties.
3. A digital watch that functions only as a timepiece.
4. Medical devices prescribed by a licensed practitioner intended for use in the diagnosis, cure, mitigation, treatment, or prevention of disease or other conditions.
5. Railroad-supplied radios.

ENGINE (Eng): A unit or combination of units propelled by any form of energy and operated from a single control, used in train or yard service. The word "engine" may also be used to identify control cars.

ENGINE SERVICING TRACK AREA: One or more tracks within an area in which the testing, servicing, repairing, inspecting, or rebuilding of engines is under the exclusive control of mechanical department personnel.

ENGINEER (Engr)

EXTRA TRAIN: A train not designated by a Timetable schedule.

FIXED SIGNAL: A signal at a fixed location that affects the movement of a train.

FOREMAN (Frm)

FORM D CONTROL SYSTEM (DCS): A block system, signaled or non-signaled, in which the movement of trains outside of yard limits is authorized by Form D.

FOULING A TRACK: Being in such proximity to a track that an individual, tools or equipment could be struck by a moving train or other on-track equipment, or in any case is within four feet of the nearest rail.

FOULING POINT: The point on a track beyond which equipment will foul an adjacent track. Fouling points will not safely accommodate a person riding the side of a car.

FREIGHT (Frt)

GENERAL ORDER (GO): A publication used to summarize changes to the Timetable and other instruction manuals. General Orders contain revision pages for the Timetable and are issued periodically by the designated officer.

HOME SIGNAL: A fixed signal governing entrance to an interlocking or controlled point.

IN DEADHEAD STATUS: Awaiting or in deadhead transport from one point to another as a result of a railroad-issued verbal or written directive.

INDUSTRIAL TRACK (Ind): A track other than a main track, running track, siding or yard track, upon which movements must be made at Restricted Speed.

INTERLOCKING (Int): An interconnection of signals and signal appliances such that their movements must succeed each other in a predetermined sequence, assuring that signals cannot be displayed simultaneously on conflicting routes. Interlocking rules are in effect in an interlocking.

INTERLOCKING APPLIANCES: The parts of an interlocking that are capable of movement—switches, derails, locks, movable point frogs, movable bridges, etc.

INTERLOCKING LIMITS: The tracks between the opposing home signals of an interlocking.

INTERLOCKING SIGNALS: The fixed signals of an interlocking.

INTERLOCKING STATION: A location from which an interlocking is operated.

JUNCTION (Jct): A location designated by the Timetable where two or more railroad lines converge.

MAIN TRACK: A track designated by Timetable upon which train movements are authorized by ABS, DCS, or interlocking rules.

MAINTENANCE OF WAY (MW)

MARKER: A reflector, flag, or highly visible marking device, in the red-orange-amber color range, affixed to the rear of a train to indicate that the train is complete.

MILE POST (MP)

MILES PER HOUR (MPH)

MOVABLE POINT FROG: A frog with a moving alignment, allowing open flangeway for train movement.

MOVEMENT PERMIT FORM D: A form containing written authorization(s), restriction(s), or instruction(s), issued by the Dispatcher to specified individuals.

NUMBER (No.)

OCCUPIED CAMP CAR SIGNAL: A white circular sign with black letters, which must be supplemented by a white light at night. When displayed, it signifies that employees are in, around, or in the vicinity of camp cars.

OPERATOR (Opr)

OVERHEAD BRIDGE (OH Br)

PANEL BLOCKING DEVICE APPLIED (PBDA)

PANEL BLOCKING DEVICE REMOVED (PBDR)

PASSENGER (Psgr)

PERSONAL ELECTRONIC DEVICE: An electronic device that was not provided to the employee by the railroad for an authorized business purpose.

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.

PUSH-PULL TRAIN: A passenger train with a Multiple Unit (MU) or control car on either end.

QUIET ZONE (QZ): A portion of track within which is located one or more public highway grade crossings at which locomotive horns are not routinely sounded. Quiet Zones are identified in the Timetable or Bulletin Order.

RAILROAD-SUPPLIED ELECTRONIC DEVICE: An electronic device provided to an employee by the employing railroad for an authorized business purpose. A railroad-supplied device will be considered a personal electronic device when it is being used by the employee for a purpose other than an authorized business purpose.

RETURN MOVEMENT: The movement of an uncoupled engine (or engines) or leading portion of a train, directed back toward the remaining stationary portion of the same train.

REVERSE MOVEMENT: A movement opposite the direction previously authorized.

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, bridges, 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.

RULES-IN-EFFECT: The specific operating rule or group of operating rules that govern the use of tracks, as designated by the Timetable.

RUNNING TRACK: A designated track on which movements may be made by signal indication or at Restricted Speed under the authority of an employee designated in the Timetable.

SCHEDULE: The part of the Timetable that prescribes direction, number, frequency, and times for movement of designated trains.

SCHEDULED TRAIN: A train designated by Timetable Schedule.

SEMI-AUTOMATIC SWITCH: A hand-operated switch that is designed to be trailed through in either position. The switch points stay in the position last used.

SIDING: A track adjacent to a main track and used for meeting or passing trains.

SIGNAL (Sig)

SIGNAL ASPECT: The signal appearance, which conveys an indication as viewed either (1) from the direction of an approaching train, or (2) on the cab signal display unit in the engine control compartment.

SIGNAL INDICATION: The required action conveyed by the aspect of a signal.

SPECIAL INSTRUCTION (SI)

SPEED CONTROL: A device on an engine which will cause a penalty application of the brakes if the engineer fails to reduce the train's speed to the speed required by the cab signal indication.

SPEEDS:

NORMAL SPEED: The maximum authorized speed.

LIMITED SPEED: For passenger trains, not exceeding 45 MPH; for freight trains, not exceeding 40 MPH.

MEDIUM SPEED: Not exceeding 30 MPH.

SLOW SPEED: Not exceeding 15 MPH.

RESTRICTED SPEED: (Refer to Rule 80, "Movement at Restricted Speed.")

SPRING SWITCH: A hand-operated switch that is designed to be trailed through in either position. The switch points automatically return to their original position after being trailed through.

STATION: A place designated on the station pages of the Timetable by name.

STREET (St)

SWITCH (Sw)

TEMPORARY BLOCK STATION (TBS): A manned station that is established by Bulletin Order or Form D to control the movement of trains.

TIMETABLE: A printed booklet that contains schedules and/or special instructions affecting the movement of trains.

TRACK (Trk)

TRACK BARRICADE: A designated sign or obstruction fastened to a track that prevents access to the track.

TRACK CAR (TC): Equipment, other than trains, operated on a track for inspection or maintenance. Track cars might not shunt track circuits.

TRAIN: An engine with or without cars.

UNDERGRADE BRIDGE (UG Br)

YARD: A system of tracks used for the making up of trains and storing of cars. Movements in a yard must be made at Restricted Speed.

YARD LIMITS: The main track area between Yard Limit signs as designated in the Timetable. Movements within Yard Limits are governed by Rule 93.

GENERAL RULES

A. Required Books

Employees must maintain and have with them while on duty a copy of the following:

1. The Operating Rules and Timetable, if their duties are affected by them.
2. The Safety Rules for their department.
3. The Hazardous Materials Instructions, if they are involved in the shipment of hazardous materials.
4. The Air Brake Instructions, if their duties are affected by them.

B. Rules and Special Instructions

Employees must be familiar with and obey all rules and special instructions that relate to their duties. If in doubt as to the meaning or application of a rule or special instruction, an employee must request an explanation from the proper authority.

C. Required Examinations

Employees whose duties require them to be qualified on the Operating Rules and Timetable must pass the required examinations. These employees must attend examination classes as directed by proper authority, but not less than once every three calendar years.

Employees will be given a written examination on the Operating Rules and must obtain a score of at least 85%. When reporting for the examination they must present their Operating Rules book, Timetable and other instructions for inspection. Employees who fail this examination must take a second examination within thirty days. Employees who fail the second examination, or who fail to be re-examined within 30 days, will not be qualified to perform service.

When an employee passes a physical characteristics examination, the territory on which the employee is qualified must be shown on the "Qualified for Service" page of the employee's Timetable, if provided.

D. Employee Conduct

Employees must devote themselves exclusively to the Company's service while on duty. They must render every assistance in their power in carrying out the rules and special instructions, and promptly report any violation to the proper official.

To remain in service, employees must refrain from conduct that adversely affects the performance of their duties, other employees, or the public. Employees must also refrain from conduct that discredits the Company.

Acts of insubordination, hostility or willful disregard of the Company's interest are prohibited.

E. Prohibited Behaviors

The following behaviors are prohibited:

1. While on duty or on company property: Gambling, fighting or participating in any illegal, immoral or unauthorized activity.
2. When required to perform service:
 - a. Sleeping or assuming an attitude of sleep.
 - b. Playing cards or other games.
 - c. Reading other than Company instructions.
 - d. Having magazines, newspapers, and other literature not related to one's duties visible in the operating cab of a train or other on-track equipment. Such personal items must be enclosed in the owner's personal luggage.
3. Solicitation of gratuities from patrons.
4. Unauthorized use of electronic devices.

F. Reporting Unusual Occurrences

Derailments, collisions, storms, washouts, high water, fires, obstructions to tracks, and any other condition which could result in death or injury, damage to property or disruption of railroad operations must be reported to the Dispatcher by the quickest available means of communication.

G. Drugs and Alcohol

Employees are prohibited from engaging in the following activities while on duty or reporting for duty:

1. Using alcoholic beverages or intoxicants, having them in their possession, or being under their influence.
2. Using or being under the influence of any drug, medication, or other controlled substance – including prescription and/or over-the-counter medication – that will in any way adversely affect their alertness, coordination, reaction, response or safety. Employees having questions about possible adverse effects of prescribed medication must consult a Company medical officer before reporting for duty.
3. Illegally possessing or selling a drug, narcotic or other controlled substance.

An employee may be required to take a breath test and/or provide a urine sample if the Company reasonably suspects violation of this rule. Refusal to comply with this requirement will be considered a violation of this rule and the employee will be promptly removed from service.

H. Smoking

Employees on duty in or about passenger stations or passenger trains are prohibited from using tobacco while serving patrons or while in their presence. Smoking in engines, except in cabs, is prohibited.

I. Fire Precautions

Employees must use every precaution to prevent fires. The Dispatcher, Yardmaster or employee in charge must be notified promptly when any fire is observed on or near company property.

J. Uniforms; Grooming

Employees required to wear a uniform must wear the prescribed uniform and shall maintain a presentable appearance at all times.

K. Courtesy Towards Public and Patrons

To avoid annoyance to patrons and the public, employees authorized to transact business in offices, stations, and on or about trains must be courteous and orderly.

L. Protecting Company Affairs and Property

The divulging of the Company's business affairs to persons other than those authorized to receive such information is prohibited.

Company property must be protected. If Company property is endangered, employees must unite to protect it. Misplaced articles and freight found on Company equipment or property must be cared for and reported promptly.

It is prohibited to abuse, misuse, deface, or deliberately damage or destroy Company property, tools, or equipment.

Employees must keep switch keys in secure places, and must not allow unqualified or unauthorized persons to use or gain possession of these keys.

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

Unauthorized persons must not be allowed on company property or equipment at any time.

M. Corrective Lenses

Employees whose duties require them to distinguish the color or position of signals and who require the use of corrective lenses will be governed as follows:

1. They must wear such corrective lenses while performing their duties.
2. Employees who require corrective lenses for distance vision must have an extra pair with them while on duty.
3. Employees whose vision requires the use of corrective lenses will be examined only while wearing the proper corrective lenses. They will not be examined unless they have the proper number of pairs of corrective lenses with them at the examination.
4. Goggles with corrective lenses must be rigid frame type and will be considered the same as corrective lenses.
5. Employees may wear neutral gray tinted sunglasses when exposed to direct rays or glare of the sun.
6. Employees are prohibited from wearing light-activated tinted eyeglasses.

N. Complying with Rules, Orders, and Instructions

Employees on duty on any division or railroad must comply with the orders and instructions of that division or railroad, unless otherwise directed.

O. Maintaining Workplace

Employees must keep their workplace in a neat and orderly condition.

P. Operating Engines

Only a qualified employee or a trainee under the personal supervision of a qualified employee is permitted to operate an engine.

Q. Hours of Service

Employees must be familiar and comply with the Federal hours of service requirements. They must not exceed the on-duty limitations set forth in these requirements without proper authority.

Employees are expected to use off-duty time in a manner that allows them to be fit for duty when they return to work. An employee who is called to report for duty before the mandatory off-duty period has expired must report that fact to the individual making the call.

Train and engine crews must notify the appropriate Train Dispatcher or other designated supervisor not less than three hours before the expiration of their legal on-duty period, unless scheduled to complete their assignment before their legal work period expires.

R. Injuries on Railroad Property

Initial medical assistance should be afforded to all persons injured on railroad property.

A report of such occurrences must be made promptly to the designated officer, followed by a full written report on the prescribed form. Names and addresses of all witnesses should be obtained.

When persons are injured by appliances on engines or cars, or by tools or machinery, such equipment must be immediately inspected. If defective, the equipment must be properly identified as such, protected, and removed from service.

S. Safety; Following the Safe Course

Safety is of first importance. These rules provide for a safe and efficient operation. In case of doubt, the safe course must be followed.

T. Reporting for Duty; On Call

Employees must report for duty at the required time.

Employees subject to call must not leave their usual calling place without notice to those required to call them.

Employees must not absent themselves from duty or leave their assignment or engage a substitute to perform their duties without permission of a designated officer.

Employees must give immediate written notice of change in residence or telephone number to a designated officer.

U. Reporting Medical Condition

Employees must notify the company medical officer of any condition not already on record with the railroad, which could impair their ability to perform their duties. This notification must be made immediately upon the employee receiving knowledge of the condition, and is not limited to those conditions discovered during required medical examinations.

REPORTING FOR DUTY

1. General Orders, Bulletin Orders, Division Notices

When reporting for duty, employees whose duties are affected by General Orders, Bulletin Orders and Division Notices must familiarize themselves with, and must comply with, those instructions pertaining to any portions of the territory on which they are qualified or ordered to operate. They must have a copy of each General Order and Bulletin Order with them while on duty.

At locations specified in the Timetable, employees reporting for duty must examine the Bulletin Board, then sign the Employees' Register.

An employee must contact the Dispatcher if:

1. He does not have a copy of the current information affecting the movement of his train.

or

2. He reports for duty at a location where no Employees' Register is located.

The Dispatcher must inform the employee of all information affecting the movement of his train. The receiving employee must record this information.

When a Bulletin Order or Division Notice is issued after the summary, a designated employee assigned to the Dispatcher's office must ensure that such information is properly posted at each Bulletin Board location. The Dispatcher must not consider these Bulletin Orders or Division Notices in effect at a Bulletin Board location until informed that the Bulletin Order or Division Notice is properly posted.

General Orders, Bulletin Orders and Division Notices will be numbered consecutively, prefixed by the number of the current Timetable, and will contain a subheading indicating the territory in which they apply.

2. Standard Time, Standard Clocks

Standard Time will apply, and standard clocks must indicate the correct time. The employee assigned to check clocks at a location must set clocks to the correct time, if necessary, once each day the office is open.

3. Correct Time

Employees whose duties are affected by the Timetable must use a reliable watch. Before starting each tour of duty they must set their watch with a standard clock.

If they do not have access to a standard clock, they must compare watches with another employee who has determined the correct time.

4. Job Briefings

Employees whose duties require coordination with other employees must hold a job briefing to review all operational and safety conditions before, during and after such duties. Operational and safety conditions that require a job briefing include, but are not limited to:

1. Prior to beginning any shoving movement;
2. Prior to acting on a Form D received en route;
3. When work conditions or situations change;
4. Prior to and upon the completion of the handling of switches and derails, and
5. At the completion of tasks associated with placing and securing equipment to be left unattended.

Job briefings should be conducted face to face, but may be held via radio or telephone when a face to face briefing is not practical or possible. Job briefings must cover, but are not limited to:

1. Bulletin Order items affecting the movement of the train or track car;
2. Form Ds in effect;
3. Known safety hazards, including the presence of other crews working in the area;
4. Work assignments for each crew member performing on-ground tasks.

Job briefings must not be considered complete until all involved employees have acknowledged their understanding of the information covered.

GENERAL SIGNAL RULES

240. Tracks Designated in Timetable

The following rules will be in effect on tracks designated in the Timetable: Rule 251 and Rule 261; DCS Rules 400 through 406; ABS Rules 500 through 509; CSS Rules 550 through 563.

241. Passing a Stop Signal

To pass a Stop Signal, a train must have verbal permission of the Dispatcher (or Operator when authorized by the Dispatcher). Permission must not be given or accepted until the train has stopped at the signal. A member of the crew must contact the Dispatcher or Operator and follow his instructions.

a. Giving Permission to Pass

Before giving permission to pass the Stop Signal, the Dispatcher (or Operator) must determine that:

1. Affected appliances are properly positioned. If the position of a switch cannot be determined, the route must be inspected.
2. No opposing or conflicting movements have been authorized.
3. Blocking devices have been applied to protect against opposing movements whenever the Stop Signal involved governs entrance to a track where Rule 261 is in effect.

The Dispatcher (or Operator) must give permission to pass a Stop Signal in the following manner:

"No. 5316 engine 4129 pass Stop Signal on No. 2 track at Rare and proceed east to No. 1 track."

The receiving employee must repeat this permission and the Dispatcher or Operator must then confirm it.

b. 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 interlocking or spring switches and the leading wheels have:

1. Passed a more favorable fixed signal,
or
2. Entered non-signaled DCS territory,
or
3. Entered Rule 562 territory with a Form D authorizing Rule 563.

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.

(Rule 241 Continued)

c. Stopped at Automatic Interlocking Home Signal

When a train is stopped at a home signal at an automatic interlocking and no immediate conflicting movement is evident, the movement will be governed by:

1. Instructions posted at that location.
2. Instructions in the Timetable.

Track cars may proceed after first determining that there are no approaching or conflicting movements.

d. Stopped at a Signal Protecting Movable Bridge

Under the following conditions, a qualified employee must determine that the rails are properly lined and the bridge is safe for movement before verbal permission is given to pass the signal:

1. When the signal cannot be displayed for the first movement over a bridge after the bridge has been closed, regardless of bridge lock indication.

or

2. At any time a bridge unlock indication is received.

e. Stop Signal Disregarded

If a Stop Signal is disregarded, the Dispatcher or Operator must immediately take two actions:

1. Attempt to stop that train and other trains involved.
2. Notify the next TBS or interlocking station.

242. Absent or Imperfectly Displayed Signals

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 Dispatcher immediately.

Imperfectly displayed signals must be reported to the Dispatcher or Operator as soon as practical, without delay to the train.

Imperfectly displayed signals must be regarded as the most restrictive indication that can be given by that signal. The following exceptions apply to color light signals, position light signals, color position light signals, and semaphore signals:

1. Signal Indication Governs

If only one indication is possible, this indication will govern.

2. Restricting Signal Indication Applies

If more than one indication is possible, and it can be determined that all possible indications are more favorable than Stop and Proceed, trains may proceed as though a Restricting Signal were displayed.

243. Next Governing Signal

Trains may operate according to the indication of the next fixed signal governing the movement when the following conditions have been met:

1. The next governing signal can be plainly seen,
- AND
2. The train is not required by rule or the previous signal indication to operate at Restricted Speed.

If governed by a signal displaying Limited Clear, Medium Clear, Medium Approach Medium, Medium Approach, Slow Clear, or Slow Approach, speed must not be increased until the entire train is clear of all interlocking or spring switches.

244. Signal Requiring Stop

A train approaching a fixed signal requiring a stop must stop before any part of the movement passes the signal.

245. Unexpected Signal Changes

If a train operating on a signal indication more favorable than Approach encounters a Stop Signal, Stop and Proceed, 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 Dispatcher.

251. Track Signaled in One Direction

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 non-signaled DCS rules.

261. Track Signaled in Both Directions

Signal indication will be the authority for a train to operate in either direction on the same track.

At a hand-operated switch that is not equipped with an electric lock, a train may clear the main track only where maximum authorized speed on the main track over this switch is 20 MPH or less.

EXCEPTION: Trains may clear at a hand-operated switch on a controlled siding with no intermediate signals and a maximum speed that does not exceed 30 MPH.

SIGNAL ASPECTS and INDICATIONS

277. General Requirements; Qualifying Features

The signal aspects and indications illustrated in Rules 279 through 298a govern the movement of trains and track cars. Other aspects must not be used unless shown in the Timetable with location, indication, and name.

Aspects are shown by one or more of the following methods:

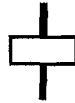
1. The color of lights.
2. The flashing of lights.
3. The position of lights.
4. The position of semaphore arms.
5. The shape of the signal background on a position light dwarf or pedestal signal.
6. The shape, color or lettering of signs.

In the illustrations for Rules 281 through 292, the bottom unit of high position light and color position light signals (figures A and B) is shown only for aspects that require its use. At signal locations the bottom unit of these signals (if equipped) will be dark for aspects that do not require its use.

The following figure is used with signal aspects to indicate a flashing light:



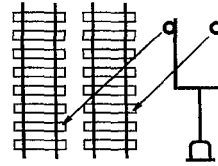
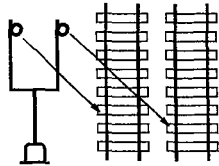
The following figure is used with signal aspects to indicate a number plate:



A number plate attached to a signal's mast or in an adjacent location signifies that the signal's most restrictive indication is more favorable than Stop. Number plates are illustrated in these rules only when they are needed to qualify the signal aspect.

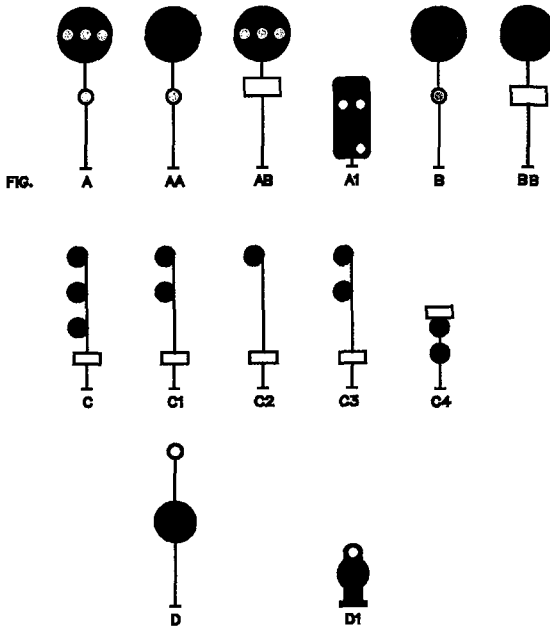
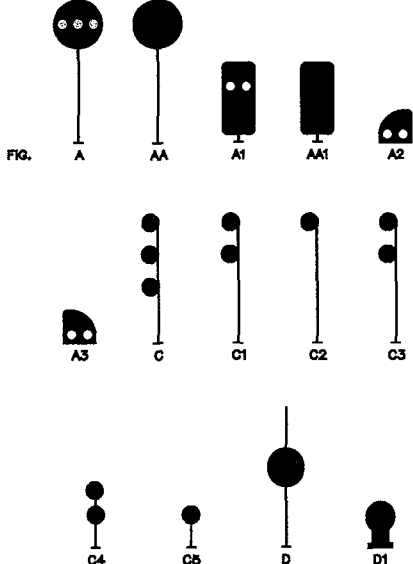
Where signals are located on a bracket post to display aspects for two tracks, the right hand signal governs the track to the right, and the left hand signal governs the track to the left.

Example:



Rule	Aspects
285	
286	
287	

Rule	Name	Indication
285	APPROACH	Proceed prepared to stop at the next signal. Trains exceeding Medium Speed must begin reduction to Medium Speed as soon as the engine passes the Approach signal.
286	MEDIUM APPROACH	Proceed prepared to stop at the next signal. Trains exceeding Medium Speed must begin reduction to Medium Speed as soon as the Medium Approach signal is clearly visible.
287	SLOW CLEAR	Proceed at Slow Speed until entire train clears all interlocking or spring switches, then proceed at Normal Speed. In CSS territory with fixed automatic block signals, trains not equipped with operative cab signals must approach the next signal at Medium Speed once they have left interlocking limits.

Rule	Aspects
291	 <p>FIG. A AA AB A1 B BB</p> <p>C C1 C2 C3 C4</p> <p>D D1</p> <p>Detailed description: This figure shows 13 different signal aspects for Rule 291. Aspects A, AA, AB, B, and BB are circular signals with various light patterns and number plates. Aspects C, C1, C2, C3, and C4 are vertical signals with multiple lights and number plates. Aspects D and D1 are vertical signals with a single light and a number plate. Aspects A1 and B1 are rectangular signals with two lights.</p>
292	 <p>FIG. A AA A1 AA1 A2</p> <p>A3 C C1 C2 C3</p> <p>C4 C5 D D1</p> <p>Detailed description: This figure shows 13 different signal aspects for Rule 292. Aspects A, AA, A1, AA1, and A2 are circular signals with various light patterns and number plates. Aspects A3, C, C1, C2, and C3 are vertical signals with multiple lights and number plates. Aspects C4 and C5 are vertical signals with two lights and number plates. Aspects D and D1 are vertical signals with a single light and a number plate.</p>

Rule	Name	Indication
291	STOP AND PROCEED	<p>Stop, then proceed at Restricted Speed until the entire train has cleared all interlocking and spring switches (if signal is an interlocking or CP signal) and the leading wheels have:</p> <ol style="list-style-type: none"> 1. Passed a more favorable fixed signal, or 2. Entered non-signaled DCS territory. <p>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.</p> <p>Where identified by special instruction, or where a letter G (grade marker) or a letter R (restricting marker) is displayed in addition to a number plate as part of these aspects, freight trains may observe the signal as though Restricting, Rule 290, were displayed.</p>
292	STOP SIGNAL	Stop.

814. Displaying Lights

When they are so equipped, track cars must display a white light to the front and a red light to the rear under the following conditions:

- 1. When visibility is restricted.
- 2. When passing through tunnels.
- 3. At night.

Highway rail vehicles must have headlights on high beam when moving on any track.

815. Maximum Speeds

Track cars must not exceed the maximum freight train speed. In addition, the following maximum speeds apply to the movement of track cars:

Rail Detectors, Geometry Cars, and Psgr Type Highway Rail Cars	50 MPH
All Other Track Cars	30 MPH

All Types:

When backing up	10 MPH
When diverting through switches	10 MPH
When passing standing trains on adjacent tracks	10 MPH
When pulling or pushing equipment	10 MPH
When operating through self-guarded frogs or switch point guards, or diverting through spring frogs	1 MPH
When being passed by a train on an adjacent track	STOP

EXCEPTIONS: The following "Specialized Equipment" is not required to be stopped while being passed by a train on an adjacent track:

- 1. Rail Grinders
- 2. Switch Grinders
- 3. Rail Detector Cars
- 4. Geometry Cars
- 5. GRMS (Gage Restraint Measurement System)
- 6. Gatenary Repair Cars

816. Unattended On-track Equipment

When any type of on-track equipment is not continuously attended by the employee in charge of the equipment, the equipment must be secured to prevent movement.

DISPATCHERS

900. Receiving Instructions

Dispatchers report to and receive their instructions from the Superintendent or other designated officer.

901. Assignment to a District; Qualification

Dispatchers must be qualified on a dispatching district, including its physical characteristics, before accepting an assignment. A Dispatcher who has not performed service on a dispatching district during the previous 12 months must not accept assignment to that position without approval of the designated officer.

902. Responsibilities

Dispatchers are in charge of the movement of trains and have supervision over employees connected with those trains. They will issue authorities for movement and other instructions as required for the safe and efficient movement of trains and track cars. At locations controlled by Dispatchers, they will arrange the use of blocks, tracks, interlocking switches, and signals for the prompt movement of trains. Where the rules require Dispatchers to record the application of blocking devices, they must ensure that the blocking devices applied afford the necessary protection. They must maintain the Record of Train Movements in black ink, except track car movements and blocking devices, which must be recorded in red ink. When records are maintained by computer, the black/red ink requirement does not apply. Dispatchers must provide necessary information to properly authorized railroad officials and public safety authorities.

Dispatchers must report any violation of the Operating Rules and any irregularity relating to the movement of trains.

They must keep informed of weather and unusual conditions that may affect the movement of trains.

They must be qualified on the Electrical Operating Instructions, if they dispatch electrified territory.

When the rules require Dispatchers to ensure that a track is clear of approaching, opposing, or following movements before granting track occupancy or fouling authority, the Dispatcher must continue to provide that protection until it is no longer necessary.

903. Transfer Record

When being relieved, Dispatchers must prepare a transfer, listing:

1. All outstanding and unfulfilled Form D's, Plate Orders, authorities, and messages.

2. The number of the last General Order, Bulletin Order, and Division Notice.
3. Any other information relative to existing conditions.

The relieving Dispatcher must be certain that he understands the information contained in the transfer and must sign it in the presence of the Dispatcher being relieved.

904. Verification of Instructions

Upon assuming duty the Dispatcher must verify with the affected Operators that they have all Form D's, Plate Orders, and other instructions that are in effect and addressed to or in care of their location.

905. Blocking Devices

Whenever the use of blocking devices is required, a record must be maintained. This record must be made at once, never from memory or memoranda. If the record is manually recorded it must be on the prescribed form, and must indicate the time blocking devices are applied and removed. Signal lever numbers and the position and number of all affected switch levers must be indicated.

Example of record:

BDA 6 sig., 3 sw. nor., 11 sw. rev. — 9:01 a.m.
BDR 6 sig., 3 sw. nor., 11 sw. rev. — 9:05 a.m.

EXCEPTION: At locations controlled by the Dispatcher, he will not be required to record individual switch and signal lever numbers. He must record the time that blocking devices are applied and removed, as well as location and track number.

When a panel blocking device capable of providing the necessary protection is in service, it will be used in lieu of blocking the signal and switch levers. A record must be made of the time the panel blocking device is applied and the time it is removed. This record must indicate the track and the direction affected.

Example of record:

PBDA No. 3 track East — 3:45 a.m.
PBDR No. 3 track East — 5:26 a.m.

Once blocking devices have been applied, they must not be removed until:

1. Protection is no longer required.

or

2. It is necessary to route a train around a protected track.

Before removing or authorizing the removal of a blocking device to route a train around a protected track, alternate route and blocking device protection must be established to ensure that the affected track is never unprotected. When movement is completed, original blocking device protection must be restored immediately. The application of alternate blocking device protection need not be recorded.

(Rule 905 Continued)

Before issuing a Form D or Plate Order requiring the application of a blocking device, the Dispatcher must instruct the Operators involved to place the appropriate signals in Stop position and apply blocking devices. After this step has been completed and confirmed by the Operator, the appropriate Form D or Plate Order may be issued.

When the rules require Dispatchers to apply or ensure the application of blocking devices at locations where it is not possible to do so, the Dispatcher must ensure that movements to be held are restricted by rule, special instruction, or Form D.

OPERATORS

920. Receiving Instructions

Operators report to and receive their instructions from the Superintendent or other designated officer. They must obey the instructions of the Dispatchers and other employees having jurisdiction, and advise them immediately of any occurrence that might affect proper operation or safety of train movements. They must comply with the instructions of officers of other departments on matters pertaining to those departments.

921. Assignment to a Position; Qualification

Operators must be qualified at a TBS or interlocking station before accepting an assignment for duty. When they have not performed service on a position during the previous 12 months, they must not accept assignment to that position without approval of the designated officer.

922. Responsibilities

Operators are responsible for the delivery of authorities for movement and other instructions that may be required by these rules, for the safe and efficient movement of trains and track cars. They will arrange the use of blocks, tracks, interlocking switches, and signals for the prompt movement of trains. They must maintain the Station Record of Train Movements in black ink, except track car movements and blocking devices, which must be made in red ink. When records are maintained by computer, the black/red ink requirement does not apply.

They must promptly record and report to the Dispatcher the following information on all trains: direction, time of arrival, time of departure, and (when directed) the engine number.

In cases where the rules require that Operators apply blocking devices, they must ensure that the blocking devices applied provide the necessary protection.

When the rules require Operators to ensure that a track is clear of approaching, opposing, or following movements before granting track occupancy or fouling authority, the Operator must continue to provide that protection until it is no longer necessary.

923. Reporting Weather Conditions and Unusual Conditions

Operators must report the weather and unusual conditions (such as derailment, vandalism, etc.) as required. In case of sudden changes such as high water, storms, or fog, they must promptly advise the Dispatcher.

924. Operating of Devices

Operators must operate hand-operated switches, movable bridges, and other devices as required. They will operate power control boards and such other devices as directed.

925. Blocking Devices

Whenever the use of blocking devices is required, a record must be maintained. This record must be made at once, never from memory or memoranda. If the record is manually recorded it must be on the prescribed form, and must indicate the time blocking devices are applied and removed. Signal lever numbers and the position and number of all affected switch levers must be indicated.

Example of record:

BDA 6 sig., 3 sw. nor., 11 sw. rev. — 9:01 a.m.
BDR 6 sig., 3 sw. nor., 11 sw. rev. — 9:05 a.m.

When a panel blocking device capable of providing the necessary protection is in service, it will be used in lieu of blocking signal and switch levers. A record must be made of the time the panel blocking device is applied and the time the panel blocking device is removed, indicating the track and the direction affected.

Example of record:

PBDA No. 3 track East — 3:45 a.m.
PBDR No. 3 track East — 5:26 a.m.

When blocking devices have been applied by order of the Dispatcher, they must not be removed until authorized by the Dispatcher. Before requesting the removal of a blocking device to route a train around a protected track, alternate route and blocking device protection must be established to ensure that the affected track is never unprotected. The Dispatcher must be notified. When movement is completed, original blocking device protection must be restored immediately and the Dispatcher notified. The application of alternate blocking device protection need not be recorded.

When the rules require Operators to apply blocking devices at locations where it is not possible to do so, the Operator must ensure that movements to be held are restricted by rule, special instruction, or Form D.

926. Presence on Duty; Relief

Operators must not leave their station until relieved. They must notify the Dispatcher promptly if their relief fails to report at the prescribed time.

927. Transfer Record

When being relieved, Operators must complete the transfer record, including all necessary information. The relieving Operator must:

1. Read this information aloud to the Operator being relieved to ensure complete understanding,

AND

2. Sign this record in his presence.

928. Verification of Instructions

Upon assuming duty, Operators must contact the Dispatcher and verify that they are in possession of all Form D's, Plate Orders, and other instructions that are in effect and addressed to or in care of their location.

TRAIN SERVICE EMPLOYEES

940. Conductors and Trainmen: Receiving Instructions

Conductors and Trainmen report to and receive their instructions from the Superintendent or other designated officer. They must obey the instructions of Transportation Supervisors, Dispatchers, Operators, Yardmasters, and Station Masters within their jurisdiction, and from officers of other departments on matters pertaining to those departments. Conductors must be qualified on the physical characteristics of the territory over which they are to operate.

941. Conductors: Authority and Responsibilities

Conductors have general charge of the train to which they are assigned, and all persons employed thereon are subject to their instructions. They are responsible for all of the following:

1. The prompt movement of their train.
2. The safety and care of their train and the passengers and commodities carried.
3. The vigilance, conduct and proper performance of duty of the persons employed thereon.
4. The observance and enforcement of all rules and instructions.

Whenever necessary, Conductors must instruct crew members concerning the proper performance of their duties.

Conductors must report all delays on the prescribed form.

942. Position of Conductor and Trainmen on Freight Trains and Engine Movements

When occupying the engine consist of a freight train or engine movement, the Conductor must ride the lead unit. The Trainmen must also ride in the lead unit, unless instructed by the Conductor to ride elsewhere.

ENGINE SERVICE EMPLOYEES

950. Receiving Instructions; Governing Instructions

Engine Service Employees report to and receive instructions from the Superintendent or other designated officer. They will be governed by current mechanical, electrical, and air brake instructions pertaining to the safety, inspection, preparation and operation of trains and engines. Engineers must be qualified on the physical characteristics of the territory over which they are to operate.

951. Executing Instructions

Engine Service Employees must obey the instructions of Transportation Supervisors, Dispatchers, Operators, Yardmasters, and Station Masters within their jurisdiction. They must also obey the instructions of the Conductor in charge of their train as to the general management of the train. Exceptions to carrying out instructions may be made only if the instructions would endanger safety or commit a violation of the rules.

952. Qualification; Checking Inspection Forms

Engine Service Employees must be qualified on the type of engine to which they are assigned, including any devices or auxiliaries attached to it. At a point where no mechanical forces are on duty, they will check the prescribed form in the cab to be sure that the unit or units of the engine consist have been inspected within the previous calendar day.

953. Engine Unit(s) not within Date: Inspection

If the engine unit or units are not within date, Engine Service Employees will make an inspection. After making the inspection, they will:

1. Record the date, time and location on the prescribed form in the cab,
- AND
2. Prepare and sign the regular work report.

954. Inspection by Mechanical Forces

At points where mechanical forces have made an inspection of the condition of the engine, Engine Service Employees will accept this inspection. Engine air brake tests are an exception: Engine Service Employees must make these tests.

955. End-of-Trip Report

At the end of the trip, Engine Service Employees must make a written report on the prescribed form. When a defect occurs en route, the Dispatcher must be notified as soon as possible without delay to the train.

956. Observing Signals; Moving Engine

Engine Service Employees will be responsible for the observance of all signals and for controlling movements accordingly. To prevent injury to persons, to prevent damage to property and lading, and to avoid collisions and derailments they must:

1. Regulate the speed of their train,
- AND
2. Exercise discretion, care and vigilance in moving their train.

957. Acting as Pilot

While acting as a Pilot, Engine Service Employees will operate the engine, unless otherwise instructed. In the absence of a qualified Conductor they must perform the duties of Conductor and conform to the rules relating to that position. They may enlist the assistance of crew members in any duties relative to the prompt and safe movement of their trains. They will promptly report irregularities or failures.

958. Visibility Compromised: Regulating Speed

If anything distracts attention from a constant lookout ahead or if weather conditions make observation of signals in any way doubtful, Engine Service Employees must at once regulate the speed of their train to ensure safety.

959. Train with More than One Engine

When a train has more than one engine, the rules apply equally to the Engineer of each engine. However, the use of the engine bell, whistle, and air brake must be limited to the leading engine, except in an emergency.

960. Engineer's Responsibility for Other Employees

The Engineer is responsible for the vigilance and conduct of other employees on the engine. He will see that they are familiar with their duties and instruct them if necessary.

961. Engineer Certificate

Certified Engineers must carry their current Locomotive Engineer certificate while on duty as a Locomotive Engineer.