

BNSF Railway Safety Vision

We believe every accident or injury is preventable. Our vision is that BNSF Railway will operate free of accidents and injuries. BNSF Railway will achieve this vision through:

A culture that makes safety our highest priority and provides continuous self-examination as to the effectiveness of our safety process and performance...

A work environment, including the resources and tools, that is safe and accident-free where all known hazards will be eliminated or safe-guarded...

Work practices and training for all employees that make safety essential to the tasks we perform...

An empowered work force, including all employees, that takes responsibility for personal safety, the safety of fellow employees, and the communities in which we serve.

This version contains the following updated, added and/or deleted pages:

October 1, 2015: 17.

January 1, 2016: Title page, 3, 30, 31, 32, 33.



TY&E Safety Rules

In Effect at 0001
Central, Mountain and Pacific
Continental Time
January 1, 2015
(Including updates through
January 1, 2016)

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At BNSF Railway, our vision is that we will operate free of accidents and injuries. We work in a safe but unforgiving environment with real risk for incidents with serious consequences. Life/safety critical rules were put in place to prevent serious injuries and fatalities.

Rules and procedures:

- Outline expected practices, set standards and provide a basis for safety training.
- Help us identify and control or minimize risk.

Written rules and procedures cannot protect us; they are merely words. To protect ourselves, we must individually commit to and comply with them. Understanding and appropriately applying rules and procedures are part of BNSF Railway's proactive safety efforts. Our goal is that we all go home safely at the end of the shift.

S-1.0 Core Safety Rules

S-1.1 Job Safety Briefing

Employees will participate in a job safety briefing at the beginning of the shift, before changing jobs and as conditions change. This briefing must include a discussion of the tasks to be performed, present exposures and the associated risks, along with methods to control or minimize any such risks. Employees will identify opportunities throughout the duration of each task to pause the work and re-brief, such as when conditions surrounding the task change. To help in preparing an effective job safety briefing, the following should be considered:

Who

All individuals involved in the tasks, or who are in the work area, must be included in the job safety briefing; including, but not limited to, immediate crew members, supporting or adjacent crew members, supervisors, outside parties or contractors, and other work groups.

What

An engaging, two-way dialogue to ensure that all individuals involved understand the tasks to be performed. This includes a discussion of the tasks, identifying present exposures and the associated risks that are or will be present in the tasks, and reviewing ways to control or minimize such risks. If you see a better way to perform a task, or are not confident in your understanding, talk about it.

Why

To ensure that tasks are done safely and efficiently, without injury or incident, meeting or exceeding BNSF standards.

When

At the beginning of the shift, before changing jobs and as conditions change.

Where

At the work site, in the depot, break room, or locker room, or wherever all individuals involved can gather.

How

The following elements are essential to any job safety briefing:

- Review of the tasks.
- Identification of exposures and the associated risks.
- Assignment of duties and responsibilities.
- Required tools, equipment, materials, processes, and procedures.
- Methods for controlling or minimizing risk.
- Opportunities to pause the work and re-brief.
- Debriefing at the end of the tasks.

At the conclusion of your job safety briefing, all individuals involved must be able to answer the following questions:

- What tasks will we be performing? What will we be doing?
- What are the processes we must follow to complete the tasks?
- What exposures are present in the tasks, and what are the associated risks?
- What can we do to control or minimize the risks?
- What should we do if conditions surrounding the tasks change?
- When should we pause the work and re-brief?

S-1.2 Rights and Responsibilities

We have the right and responsibility to perform our work safely. Our training, skills, work experience, and personal judgment provide the foundation for making safe decisions about work practices.

S-1.2.1 Sufficient Time

Take sufficient time to perform job tasks safely.

S-1.2.2 Authorized and Trained

Perform job tasks only when authorized and trained to perform them.

S-1.2.3 Alert and Attentive

Assure that you are alert and attentive when performing duties.

S-1.2.4 Co-Workers Warned

Warn co-workers of all unsafe practices and/or conditions.

S-1.2.5 Safety Rules, Mandates, Instructions, Training Practices and Policies

Comply with all applicable safety rules, mandates, instructions, training practices, and policies.

- BNSF Policies can be found on the BNSF Intranet.
- Employees without Intranet access may request a copy of any applicable policy from a supervisor.

S-1.2.6 Warning Signs

Comply with verbal warnings, warning signs, posted instructions, and placards identifying restricted areas, safety and health precautions, or potential hazards.

S-1.2.7 Two or More People

Do not perform a task alone that can only safely be performed by two or more people.

S-1.2.8 Reporting

Make reports of incidents immediately to the proper manager.

S-1.2.9 Horseplay

Conduct yourself in a way that supports a safe work environment—free of horseplay, practical jokes, and harassment.

S-1.2.10 “Bill of Rights” Relative to Employees Riding in Transport Vehicles

A large percentage of our employees are transported to and from various locations. To ensure safety issues are addressed while transporting in vehicles, all employees are empowered to take the necessary steps to ensure a safe workplace for ourselves and our co-workers. Exercise the following rights with regard to riding in transport vehicles.

Right 1

Expect transport vehicles to be properly serviced, maintained, and in good working order. In addition, contract vans must be clean with all seat belts and all safety appliances working.

Right 2

Expect a job safety briefing regarding movements to be made, route to be taken, location of safety appliances, i.e. fire extinguisher, first aid kit, emergency response plan in the event of a medical emergency, etc.

Right 3

Expect the vehicle to be parked in the most accessible, safest location closest to the passenger pick up/drop off location. Consider the surrounding area and vehicle clearances when positioning the vehicle. When practical, stop the vehicle off any public roadways.

Right 4

Expect the vehicle to be secured against movement after it has stopped for loading or unloading passengers and baggage, by placing the vehicle in park, securing the parking brake and shutting off the engine.

Right 5

Expect the vehicle to be positioned, when possible, to avoid backup movement. When necessary to back a vehicle with BNSF employees as passengers, expect the driver to request assistance by positioning a crew member or other employee outside the vehicle, near the back of the vehicle to guide the movement. Before backing a vehicle, the driver and all passengers will conduct a job safety briefing to ensure that employees remain clear of the expected movement.

Right 6

During hazardous weather conditions, expect the driver to not use cruise control, and have the necessary traction devices, studs or chains, when weather requires and allowable by law. If weather reports or actual conditions indicate it is not safe to do so, travel may be canceled or delayed. Immediately notify the dispatcher and your supervisor if the trip is canceled or delayed.

Right 7

Expect that the driver will not be distracted from driving by such things as eating, drinking or operating electronic devices.

Right 8

Expect every van used to transport employees between stations to have a functional two-way radio, which could be a crew member's pack-set, tuned to the appropriate railroad frequency.

Right 9

Expect that the driver will require all employees to have seat belts on before the vehicle is moved, and will stop the vehicle when the driver is aware that seat belts are removed by any occupant. We cannot safely rely on the driver assuring that all employees remain buckled up after the vehicle is in motion. As co-workers, we are obligated to constantly remind each other to wear seat belts where required and to follow all rules that pertain to our work place.

Right 10

Expect that all doors are securely closed before departure.

Right 11

Expect to be reminded of the BNSF No Smoking Policy, as necessary.

Right 12

Our employees are empowered with the right to refuse to be transported in an unsafe vehicle or be driven by a driver who does not meet the aforementioned criteria. The sole responsibility of our safety cannot rest on just the driver.

S-1.2.11 Medical Conditions

All employees are responsible to ensure their personal medical condition does not interfere with their ability to safely perform their duties.

Employees with medical conditions (such as uncontrolled diabetes, high blood pressure, sleep disorders including apnea, visual impairment, hearing impairment, etc.) that may adversely affect their ability to work safely must inform their medical practitioner of their job duties.

The medical provider must determine that any prescribed treatment including medication will not impair the employee from safely performing their job duties. The employee must notify their physician/medical provider if prescribed treatment and/or medication is affecting their ability to safely perform their job duties.

S-1.2.12 Medical Examinations

The Medical Department will determine when medical examinations are necessary, the content of such examinations, and requirements for participation as the needs arise. Employees subject to these examinations must follow any and all requirements as issued.

S-1.2.13 Conflict of Interest

Officers and employees of the company must not have personal interests which might conflict or appear to conflict with the interests of the company or its affiliates or which might influence or appear to influence their judgment in performing their duties. The outside activities and affairs of all officers and employees should be conducted so as to avoid loss or embarrassment to the company and its affiliates.

Employees must not engage in another business or occupation that would create a conflict of interest with their employment on the railroad or would interfere with their availability for service or the proper performance of their duties.

This rule is designed to foster a standard of conduct which reflects credit in the eyes of the public on the company, its officers, and its employees, and which protects the reputation and financial well-being of the company.

In addition, there is no intent to interfere with the personal interests or activities of officers and employees.

S-1.4 Tools and Equipment**S-1.4.1 Inspection**

Inspect tools and equipment for defects before and during use. Repair or remove from service those that fail inspection. Promptly tag and report to your supervisor or person in charge any defect(s). If necessary, guard the hazard.