



OR



OPERATING RULES

EFFECTIVE APRIL 15, 2023



OPERATING RULES

NORFOLK SOUTHERN CORPORATION

These rules govern operations on the railroad subsidiaries of Norfolk Southern Corporation. On the effective date, these rules supersede all previous rules and instructions.

Further instructions may be issued by proper authority.

PAUL DUNCAN

Executive Vice President and Chief Operating Officer

EFFECTIVE: APRIL 15, 2023

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GENERAL NOTICE

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

Obedience to the rules is essential to safety.

Willingness to obey the rules is necessary in order to enter or remain in the service. Past practices not in conformity with the rules are unacceptable as an excuse for noncompliance.

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

To obtain promotion, ability must be shown for greater responsibility.

Operating Rules have evolved from the experience of many people on many railroads over many years. This process will be continuing, and constructive suggestions to improve Operating Rules should be submitted to the employee's supervisor.

SECURING EQUIPMENT

224. Hand Brakes

- (a) When an engine is to be detached, equipment left standing must be properly secured with a sufficient number of effective hand brakes. Air brakes must not be depended upon to hold cars or an unattended engine. After the engine is re-coupled, hand brakes must not be released until the air brake system is properly charged.
- (b) Engines or cars must not be coupled to until it is known that they are secured.
- (c) Cars set off with defective hand brakes must be properly secured and when possible coupled to cars having effective hand brakes.

225. Hand Brake Requirements

Car(s) left standing must be secured with hand brakes as follows:

- 1 car — 1 hand brake
- 2 cars — 2 hand brakes *

***EXCEPTION:** When setting a car off on line-of-road with a defective hand brake, only 1 additional car with an effective hand brake applied will be required.

- Three or more cars — 2 hand brakes, plus a sufficient number of additional hand brakes to secure the cut of cars.

NOTE: When applying brakes on cars equipped with multiple hand brakes, all hand brakes on the car must be applied and will be counted as 1 car – 1 handbrake.

These instructions do not supersede Special Instructions at terminals and yards.

226. Testing Hand Brakes

When necessary to control cars by hand brakes, it must be determined that the brakes are working properly.

227. Securement of Key Trains

- (a) Except as outlined below, no Key Train or rail cars meeting the definition of a Key Train may be left unattended on a main track or siding outside of a yard or terminal.
1. A properly secured train or railcar may be left unattended at locations specified by timetable or special instructions, or
 2. A properly secured train or rail car may be left unattended:
 - Four (4) hours or less by an on-duty crew during normal railroad activity (e.g. switching operations, swapping locomotives, doubling grade, assisting another train, cutting crossings, etc.).
 - When authorized by the Train Dispatcher during interruption of normal railroad operations (e.g. crew hours of service or no crew available, yard congestion, unable to interchange or deliver to customer due to track capacity, etc.).
 - When authorized by the Train Dispatcher account route impassable (e.g. derailment, mechanical or track/signal defect, crossing accident, inclement weather, or natural/man-made disaster, etc.).
- (b) A Key Train or rail cars meeting the definition of a Key Train left unattended on a main track or siding outside of a yard or terminal must be secured in accordance with all rules and special instructions, and:
1. A test, in accordance with **NS-1, Rule C102**, must be performed to determine that the applied hand brakes are sufficient to secure the equipment.
 2. The reverser must be removed and secured if the controlling locomotive cannot be locked.
- (c) Except when an on-duty crew is leaving properly secured cars unattended during normal railroad activity, the Conductor or Engineer must notify the Train Dispatcher of the following information prior to leaving the equipment unattended:
- Number of hand brakes applied
 - Tonnage and length of train or rail cars
 - Train type, e.g. intermodal, mixed freight, coal train, etc.

- Grade (i.e. ascending or descending), and any relevant weather conditions
- Location of the reverser if removed from the controlling locomotive

The Train Dispatcher must confirm with the Engineer or Conductor that a successful C-102 Test was performed.

228. Securement of Equipment

Anytime emergency responders have been on, under, or between rail equipment, the equipment must not be left unattended until an inspection for proper securement is performed by a qualified employee.

GENERAL SWITCHING REQUIREMENTS

229. Switching Operations

(a) Safe and Efficient Switching

During switching operations, employees must work safely and efficiently, and avoid personal injury, damage to equipment, lading or structures, and fouling other tracks.

(b) Stretching

Prior to shoving, equipment must be stretched to ensure that all cars and / or locomotives are coupled.

230. Proper Understanding between Crews When Switching

When switching at stations or in yards where more than 1 engine may be working on or into the same track, there must be a proper understanding between the crews involved.

231. Running or Flying Switches or Dropping Cars

(a) Running or flying switches are prohibited.

(b) Gravity dropping cars is permitted when it will not endanger employees, equipment, and lading. Before dropping cars by gravity, crewmembers must conduct a Job Safety Briefing to fully understand the movement. They must:

1. Verify the track has sufficient room to hold the car(s).
2. Check the switch for proper operation.
3. Test hand brakes.
4. Cars may only be dropped by gravity overhand-operated switches.

(c) Dropping cars must not be made:

1. With cars displaying hazardous material placards.
2. With cars containing people.
3. To tracks occupied by cars containing people.