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[Union Pacific Rules](#)

UPRR - General Code of Operating Rules

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1.1: Safety

Safety is the most important element in performing duties. Obeying the rules is essential to job safety and continued employment.

Rule Updated Date

April 7, 2010

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1.1.1: Maintaining a Safe Course

In case of doubt or uncertainty, take the safe course.

Rule Updated Date

April 7, 2010

[^Top](#)

1.1.2: Alert and Attentive

Employees must be careful to prevent injuring themselves or others. They must be alert and attentive when performing their duties and plan their work to avoid injury.

Rule Updated Date

April 7, 2010

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1.1.3: Accidents, Injuries, and Defects

Report by the first means of communication any accidents; personal injuries; defects in tracks, bridges or signals; or any unusual condition that may affect the safe and efficient operation of the railroad. Where required, furnish a written report promptly after reporting the incident.

Rule Updated Date

April 7, 2010

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1.1.4: Condition of Equipment and Tools

Employees must check the condition of equipment and tools they use to perform their duties. Employees must not use defective equipment or tools until they are safe to use. Employees must report any defects to the proper authority.

Rule Updated Date

April 7, 2010

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1.2: Personal Injuries and Accidents

Rule Updated Date

April 7, 2010

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1.2.1: Care for Injured

When passengers or employees are injured, do everything reasonable to care for them.

Rule Updated Date

April 7, 2010

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1.2.2: Witnesses

If equipment is involved in personal injury, loss of life, or damage to property, the employee in charge must immediately secure the names, addresses and occupations of all persons involved, including all persons at the scene when the accident occurred and those that arrived soon after. The employee in charge must secure the names regardless of whether these persons admit knowing anything about the accident.

The employee in charge must also obtain the license number of nearby automobiles. When necessary, other employees can assist in obtaining this information, which must be included in reports covering the incident.

Where signaling devices are provided or a flagman is on duty, the employee in charge and assisting employees must try to determine whom, among the witnesses, can testify whether the signaling devices were functioning properly or if the flagman was performing his duties properly.

Rule Updated Date

April 7, 2010

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1.2.3: Equipment Inspection

If an accident results in personal injury or death, all tools, machinery, and other equipment involved, including the accident site, must be inspected promptly by the foreman, another person in charge of the work, or other competent inspectors. The inspector must promptly forward to his manager a report of the inspection. The report must include the condition of the equipment and the names of those making the inspection.

The equipment inspected must be marked for identification and placed in custody of the responsible manager or employee until the claims department is contacted and determines disposition.

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April 7, 2010

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1.2.4: Mechanical Inspection

When engines, cars or other equipment are involved in an accident that results in personal injury or death, the equipment must be inspected before it leaves the accident site.

A mechanical department employee must further inspect the equipment at the first terminal. This employee must promptly report inspection results to the proper manager.

Rule Updated Date

April 7, 2010

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1.2.5: Reporting

All cases of personal injury, while on duty or on company property, must be immediately reported to the proper manager. For injuries that result in medical evaluation and/or treatment from an outside provider, employees must complete the prescribed form.

A personal injury that occurs while off duty that will in any way affect employee performance of duties must be reported to the proper manager as soon as possible. The injured employee must also complete the prescribed form before returning to service.

All cases of occupational illnesses must be immediately reported to the proper manager and the prescribed form completed.

Because railroads are required by Federal Regulations to report injuries and occupational illnesses that meet certain medical treatment criteria, when medical treatment is received from an outside provider, employees must report to their manager medical treatment they receive that is directly related to their injury or illness, including follow-up visits. Below are some examples of the types of medical treatments and instructions employees must report to their manager, if provided, in relation to an injury or occupational illness:

- Medical treatment provided or recommended
- Physical therapy or chiropractic treatments
- Prescriptions and other medications issued or recommended, including dosages
- Lost work day instructions
- Work restriction instructions

Rule Updated Date

April 12, 2017

System Special Instructions

Effective Date: June 1, 2017

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1.2.6: Statements

Except when authorized by the proper manager:

- Information concerning accidents or personal injuries that occur to persons other than employees may be given only to an authorized representative of the railroad or an officer of the law.
- Information about the facts concerning the injury or death of an employee may be given only to a person in interest such as the injured employee, an immediate relative of the injured or deceased employee, an authorized representative of the railroad, or an officer of the law.
- Information in the files or in other privileged or confidential reports of the railroad concerning accidents or personal injuries may be given only to an authorized representative of the railroad.

Rule Updated Date

April 7, 2010

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1.2.7: Furnishing Information

Employees must not withhold information, or fail to give all the facts to those authorized to receive information regarding unusual events, accidents, personal injuries, or rule violation.

Rule Updated Date

April 7, 2010

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1.3: Rules

Rule Updated Date

April 7, 2010

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1.3.1: Rules, Regulations, and Instructions

Safety Rules. Employees must have a copy of, be familiar with, and comply with all safety rules issued in a separate book or in another form.

General Code of Operating Rules. Employees governed by these rules must have a current copy they can refer to while on duty.

Hazardous Materials. Employees who in any way handle hazardous materials must have a copy of the instructions or regulations for handling these materials. Employees must be familiar with and comply with these instructions or regulations.

Air Brakes. Employees whose duties are affected by air brake operation must have a copy of the files and instructions for operating air brakes and train handling. Employees must know and obey these rules and instructions.

Timetable and Special Instructions. Employees whose duties are affected by the timetable and special instructions must have a current copy they can refer to while on duty.

Train Dispatchers and Control Operators. The train dispatchers and control operators must have a copy of rules and instructions for train dispatchers and control operators. They must be familiar with and obey those rules and instructions.

Rules, Regulations and Instructions. Employees must be familiar with and obey all rules, regulations, and instructions and must complete required courses. Employees must pass examinations to check their knowledge of the rules, regulations and instructions as required.

Explanation. Employees must ask their supervisor for an explanation of any rule, regulation, or instruction they are unsure of.

Issued, Canceled, or Modified. Rules may be issued, canceled, or modified by track bulletin, general order or special instructions. When there is a conflict, subdivision special instructions take precedence over system special instructions.

Rule Updated Date

June 1, 2018

System Special Instructions

Effective Date: June 1, 2018

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1.3.2: General Orders

General Orders:

- Are numbered consecutively.
- Are issued and cancelled by the designated manager.
- Contain only information and instructions related to rules or operating practices.
- Replace any rule, special instruction, or regulation that conflicts with the general order.

Before beginning each day's work or trip, crew members and any others whose duties require, must review general orders that apply to the territory they will work on. Employees must each have a current copy of system general orders and subdivision general orders they can refer to while on duty.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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1.3.3: Superintendent Bulletins, Instructions, and Notices

Superintendent bulletins, instructions, notices, and other information are issued and canceled by the designated manager. Before beginning each day's work or trip, crew members and any others whose duties require, must review those that apply to the territory they will work on.

Rule Updated Date

June 1, 2017

System Special Instructions

Effective Date: June 1, 2017

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1.4: Carrying out Rules and Reporting Violations

Employees must cooperate and assist in carrying out the rules and instructions. They must promptly report any violations to the proper supervisor. They must also report any condition or practice that may threaten the safety of trains, passengers, or employees, and any misconduct or negligence that may affect the interest of the railroad.

Rule Updated Date

April 7, 2010

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1.4.1: Good Faith Challenge**A. Right to Challenge**

Federal Regulations have provisions that allow an employee the right to challenge a directive which, based upon the employee's good faith determination, would violate a railroad operating rule relating to:

- Shoving movements.
 - Leaving equipment foul of an adjacent track.
- or

- Handling of hand-operated switches or fixed derails.

B. Good Faith Challenge Procedure

1. An employee may inform a supervisor issuing a directive that a good faith determination has been made that the directive would violate a railroad operating rule relating to:

- Shoving movements.
- Leaving equipment foul of an adjacent track.
or
- Handling of hand-operated switches or fixed derails.

2. The supervisor will not require the employee to comply with the directive until the challenge is resolved. The supervisor may:

- Require the challenging employee to perform other tasks not related to the challenge until the challenge is resolved.
or
- Direct an employee, other than the challenging employee, to perform the challenged task before the challenge is resolved. Employee so directed will be informed of the challenge, and determine that the challenged task does not violate the rules.

C. Resolving Good Faith Challenge

1. A challenge may be resolved by one of the following:

- The supervisor's acceptance of the employee's request.
- An employee's acceptance of the directive.
- An employee's agreement to a compromise solution acceptable to the person issuing the directive.

2. If the challenge cannot be resolved because the supervisor issuing the directive has determined that the employee's challenge has not been made in good faith or there is no alternative to the direct order, the railroad will:

- Provide immediate review by at least one manager, which must not be conducted by the supervisor issuing the challenged directive or that supervisor's subordinate.
- Resolve the challenge using the same options available for resolving the challenge as the initial supervisor.

3. If the manager making the final decision concludes that the challenged directive would not cause the employee to violate any requirement of the involved rules, the reviewing manager's decision shall be final and not subject to further immediate review.

- The manager will inform the employee that Federal law may protect the employee from retaliation, if the employee's refusal to do the work is a lawful, good faith act.
- The employee making the challenge will be afforded an opportunity to document, in writing or electronically, any protest to the manager making the final decision before the employee's tour of duty is complete. The employee will be afforded the opportunity to retain a copy of the protest.

D. Request for Review and Verification of Decision

Upon written request, at the time of the challenge, the employee has the right for further review by the Designated Review Manager. Within 30 days after the expiration of the month during which the challenge occurred, the Designated Review

Manager will verify the proper application of the rule in question. The verification decision shall be made in writing to the employee.

E. Employee Rights and Remedies

The Good Faith Challenge is not intended to abridge any rights or remedies available to the employee under a collective bargaining agreement or any Federal law.

Rule Updated Date

April 7, 2010

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1.5: Drugs and Alcohol

The use or possession of alcoholic beverages while on duty or on company property is prohibited. Employees must not have any measurable alcohol in their breath or in the bodily fluids when reporting for duty, while on duty or while on company property.

The use or possession of intoxicants, over-the-counter or prescription drugs, narcotics, controlled substances, or medication that may adversely affect safe performance is prohibited while on duty or on company property, except medication that is permitted by a medical practitioner and used as prescribed. Employees must not have any prohibited substances in their bodily fluids when reporting for duty, while on duty, or while on company property.

Refusals to provide a test sample or interference or delay in the testing process are also treated as prohibited conduct. This also includes leaving the scene of an accident, tampering or substituting a sample.

Application:

Also refer to the UPRR Drug and Alcohol Policy which governs all employees. Access the policy by using the link:

http://home.www.uprr.com/emp/operating/op_prac/dap/index.shtml

Rule Updated Date

May 2, 2016

System Special Instructions

Effective Date: May 2, 2016

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1.6: Conduct

Employees must not be:

1. Careless of the safety of themselves or others

2. Negligent
3. Insubordinate
4. Dishonest
5. Immoral
6. Quarrelsome
or
7. Discourteous

Any act of hostility, misconduct, or willful disregard or negligence affecting the interest of the company or its employees is cause for dismissal and must be reported. Indifference to duty or to the performance of duty will not be tolerated.

Rule Updated Date

April 7, 2010

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1.6.1: Motor Vehicle Driving Records

A certified conductor, engineer, employee seeking initial certification or employees qualified to drive commercial motor vehicles must report any arrest, citation or conviction to an employee assistance representative at (800)779-1212, within 48 hours for:

- Operating a motor vehicle while under the influence of or impaired by alcohol or a controlled substance.
- Refusal to undergo such testing when a law enforcement official seeks to find out whether a person is operating under the influence of alcohol or a controlled substance.

State-sponsored diversion programs, guilty pleas, and completed state actions to cancel, revoke, suspend, or deny a driver's license are considered convictions as applied to this rule.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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1.6.2: Notification of Felony Convictions

The conduct of any employee leading to conviction of any felony is prohibited. Any employee convicted of a felony must notify the proper authority of that fact within 48 hours after the employee receives notice of the conviction.

Rule Updated Date

April 7, 2010

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1.6.3: Notification of Deteriorating Vision or Hearing

A certified conductor, engineer or employee seeking initial certification who has knowledge that their hearing or vision has deteriorated and cannot be corrected to the minimum acceptable requirement as outlined in federal regulations (20/40 distant visual acuity, 70 degree field of vision, ability to recognize/distinguish between railroad color signals, hearing loss no greater than 40 decibels) must report that fact immediately to the proper authority or the medical department.

Note: A certified conductor, engineer or employee seeking initial certification who has knowledge that a restriction listed on their FRA Certificate has been corrected or improved to meet the minimum acceptable requirement as outlined in federal regulations must report that fact immediately to the proper authority or the medical department (402-544-5234).

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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1.7: Altercations

Employees must not enter into altercations with each other, play practical jokes, or wrestle while on duty or on railroad property.

Rule Updated Date

April 7, 2010

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1.8: Appearance

Employees reporting for duty must be clean and neat. They must wear the prescribed uniform when required.

Rule Updated Date

April 7, 2010

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1.9: Railroad Company

Employees must behave in such a way that the railroad will not be criticized for their actions.

Rule Updated Date

April 7, 2010

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1.10: Games, Reading, or other Media

Employees on duty must not:

- Play games.
- Use personal electronic devices other than provided for in Rule 2.21 (Electronic Devices).
or
- Read magazines, newspapers, or other literature not related to their duties when:
 - o On a train or engine,
 - o Performing safety related activities,
 - or
 - o It would delay or interfere with required duties.

This does not prohibit employees from having such material enclosed in their personal luggage.

Rule Updated Date

April 1, 2015

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1.11: Sleeping

Employees must not sleep while on duty, except as outlined under Rule 1.11.1(Napping). Employees reclined with their eyes closed will be in violation of this rule.

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April 7, 2010

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1.11.1: Napping

TE&Y and Engineering employees, except those working in passenger or commuter service are permitted to nap while on duty when it does not cause a delay to the operations or interfere with the performance of safety-related duties, the safety of the employee, coworkers, or the public under the following conditions:

- The employee has reported on duty and completed all necessary preparations for duty including a job briefing. These duties include reviewing all general orders, track warrants, track bulletins, and all other paperwork.

- The employee responsible for notifying a napping employee work is ready to proceed should allow at least 15 minutes for the napping employee to recover from grogginess which may occur after awaking. Another job briefing must not occur during the 15 minute recovery period, but must take place prior to proceeding with work to ensure all employees are prepared to perform service after the operational delay has concluded.
- The napping employee is relieved of all duties during the napping period. Employees being transported to or from their job duties may nap when no safety sensitive duties are being performed by another employee.

Transportation Employee Requirements:

- When napping in a designated napping facility, one member of the assigned crew or work team must remain awake at all times to perform any work related duties including ensuring that all employees are ready to commence work promptly after the delay has ended. If the entire crew requests time to nap, the supervisor on duty may grant the request if doing so does not jeopardize the safety of the employees, the public, or train operations and will be responsible for ensuring the crew is ready to commence work promptly after the delay has ended.
- A job briefing must be conducted to review the conditions of the napping period and to reach agreement as to who will nap and who must remain awake. The employee's supervisor or co-worker has the right and responsibility to refuse to allow another employee to take a nap if doing so could jeopardize safety or cause undue delay to operations.
- Before napping is allowed **on a locomotive:**
 1. The employee in charge of the locomotive controls must:
 - Make at least a 10 pound brake pipe reduction.
 - Place generator field switch in the "OFF" position.
 - Center and remove the reverser, if removable.
 2. The employee who is to remain awake must remain on the locomotive while others on the locomotive are napping, except when inspecting passing trains.

Engineering Employee Requirements:

- Employee must request a nap from their immediate supervisor and identify the location where the nap is to take place. The supervisor may grant the request if doing so does not jeopardize the safety of employees, the public or train operations. In no case may the employee nap foul of any track or in an area where equipment is operating.
- Before napping is allowed **on maintenance of way equipment:** The operator of the equipment must ensure the equipment is properly tied down, secured against movement and adequately ventilated.
- When on a road in a company vehicle, at least one employee in addition to the employee driving the vehicle must stay awake to help the driver identify potential hazards ahead.

Rule Updated Date

May 2, 2016

System Special Instructions

Effective Date: May 2, 2016

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1.12: Weapons

While on duty or on railroad property, employees must not have firearms or other deadly weapons, including knives with a blade longer than 3 inches. However, railroad police are authorized to possess firearms in the course of their work.

Application:

Also refer to UPRR Policy to Address Violence & Abusive Behavior in the Work Place. Access the policy by using the link: <http://home.www.uprr.com/emp/ec/policy/violence.shtml>

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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1.13: Reporting and Complying with Instructions

Employees will report to and comply with instructions from supervisors who have the proper jurisdiction. Employees will comply with instructions issued by managers of various departments when the instructions apply to their duties.

Rule Updated Date

April 7, 2010

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1.14: Employee Jurisdiction

Employees are under the jurisdiction of the supervisors of the railroad they are operating on. When operating on another railroad, unless otherwise instructed, employees will be governed by:

- Safety rules, air brake and train handling rules and hazardous materials instructions of the railroad they are employed by.
- The operating rules, timetable and special instructions of the railroad they are operating on.

Rule Updated Date

April 7, 2010

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1.15: Duty - Reporting or Absence

Employees must report for duty at the designated time and place with the necessary equipment to perform their duties. They must spend their time on duty working only for the railroad. Employees must not leave their assignment, exchange duties, or allow others to fill their assignment without proper authority.

Continued failure by employees to protect their employment will be cause for dismissal.

Rule Updated Date

April 7, 2010

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1.16: Subject to Call

Employees subject to call must indicate where they can be reached and must not be absent from their calling place without notifying those required to call them.

Rule Updated Date

April 7, 2010

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1.17: Hours of Service Law

Employees must be familiar and comply with the requirements of the federal hours of service law, including accurate reporting. Employees are expected to use off-duty time so they are prepared for work.

If an employee is called to report for duty before legal off-duty time has expired, before accepting the call to work the employee must notify the individual making the call that off-duty time has not expired.

A. Notification

When communication is available, employees must notify the train dispatcher or another authority of the time the law requires them to be off duty. Employees must provide notification early enough that they may be relieved, or transportation provided, before they exceed the hours of service.

B. Exceeding the Law

Employees must not exceed the hours of service law without proper authority. However, they must not leave trains, engines, or cars on the main track without proper protection. Employees must secure trains properly and, if possible, before they exceed the hours of service. Except as provided by this paragraph, employees are then relieved of all duties.

Rule Updated Date

October 10, 2017

System Special Instructions

Effective Date: June 1, 2018

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1.18: Unauthorized Employment

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.

Rule Updated Date

April 7, 2010

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1.19: Care of Property

Employees are responsible for properly using and caring for railroad property. Employees must return the property when the proper authority requests them to do so. Employees must not use railroad property for their personal use.

Rule Updated Date

April 7, 2010

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1.20: Alert to Train Movement

Employees must expect the movement of trains, engines, cars or other movable equipment at any time, on any track and in either direction.

Employees must not stand on the track in front of an approaching engine, car or other moving equipment.

Employees must be aware of the location of structures or obstructions where clearances are close.

Rule Updated Date

April 7, 2010

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1.21: Occupying Roof

Employees whose duties require them to occupy the roof of a car or engine must do so only with proper authority and when the equipment is standing.

Rule Updated Date

April 7, 2010

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1.22: Unauthorized Persons on Equipment

Do not permit unauthorized persons on equipment.

Promptly notify the train dispatcher or supervisor when unauthorized persons or emergency responders are observed on, under or between railroad equipment.

When made aware of emergency responders on, under or between railroad equipment, train dispatcher or supervisor must arrange for a qualified employee to inspect all affected equipment to verify proper securement as soon as practical.

Rule Updated Date

April 1, 2015

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1.23: Altering Equipment

Without proper authority, employees must not alter, nullify, change the design of, or in any manner restrict or interfere with the normal function of any device or equipment on engines, cars, or other railroad property, except in the case of an emergency. Employees must report to the proper supervisor changes made in an emergency.

Rule Updated Date

April 7, 2010

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1.23.1: Locomotive-Mounted Safety Devices

A. Tampering with or Disabling

Employees are prohibited from:

- Tampering with or disabling any locomotive mounted safety device.
- Operating or failing to take appropriate action to prevent a train from being operated when the controlling locomotive of that train is equipped with a disabled safety device, except as provided in part C of this rule.

Safety devices include crew alertness devices, automatic cab signal devices, automatic train control/train stop devices, and audio, video and other recording devices concerning operations.

B. Inspection of Locomotive-Mounted Safety Devices

The engineer must make a visual inspection of accessible safety devices in the controlling locomotive cab, nose or vestibule, or in the cab control car when taking charge of a locomotive or train to ensure that:

- Nothing interferes with their intended function.

- Switches and breakers controlling the devices are in proper position.
- Seals, as appropriate, are properly applied.
- There is no apparent damage to the device.

If any exceptions are detected, immediately report them to the train dispatcher.

C. Operation of Trains with Defective or Disabled Locomotive-mounted Safety Devices

Locomotives or cab control cars with defective or disabled safety devices must not be operated as the controlling unit unless:

- Provided for in the operating rules,
or
- Authorized by the train dispatcher.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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1.24: Clean Property

Railroad property must be kept in a clean, orderly, and safe condition. Railroad buildings, facilities, or equipment must not be damaged or defaced. Only information authorized by the proper manager or required by law may be posted on railroad property.

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April 7, 2010

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1.25: Credit or Property

Unless specifically authorized, employees must not use the railroad's credit and must not receive or pay out money on the railroad account. Employees must not sell or in any way get rid of railroad property without proper authority. Employees must care for all articles of value found on railroad property and promptly report the articles to the proper authority.

Rule Updated Date

April 7, 2010

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1.26: Gratuities

Employees must not discriminate among railroad customers. Employees must not accept gifts or rewards from customers, suppliers, or contractors of the railroad unless authorized by the proper authority.

Rule Updated Date

April 7, 2010

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1.27: Divulging Information

Employees who make up, handle, or care for any of the following must not allow an unauthorized person to access them or disclose any information contained in them:

- Correspondence
- Reports
- Books
- Bills of lading
- Waybills
- Tickets
- Statistics

Employees are responsible for all activity with their assigned User ID's and are responsible for protecting the confidentiality of information accessed. Sharing passwords is prohibited. Unauthorized use of another person's User ID and password is prohibited.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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1.28: Fire

Employees must take every precaution to prevent loss and damage by fire.

Employees must report promptly to the train dispatcher any fires seen on or near the right of way, unless the fires are being controlled. If there is danger of the fire spreading to a bridge or other structure, crew members must stop their train and help extinguish the fire.

Cause of fire, if known, must be promptly reported.

Rule Updated Date

April 7, 2010

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1.29: Avoiding Delays

Crew members must operate trains and engines safely and efficiently. All employees must avoid unnecessary delays.

When possible, train or engine crews wanting to stop the train to eat must ask the train dispatcher at least one hour and thirty minutes before the desired stop.

Rule Updated Date

April 7, 2010

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1.30: Riding Engine

When possible, crew members on the head end of freight trains must ride in the control compartment of the engine.

When riding on the head end, the conductor will ride in the control compartment.

Rule Updated Date

April 7, 2010

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1.31: Repairs to Foreign Cars

Crew members who repair foreign cars must report the repairs on the prescribed form.

Rule Updated Date

April 7, 2010

[^Top](#)

1.32: Overheated Wheels

When overheated wheels are found on a train, the train must be stopped and held a minimum of 10 minutes to allow the heat to equalize through the wheel.

Rule Updated Date

April 7, 2010

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1.33: Inspection of Freight Cars

When personnel are not on duty primarily to inspect freight cars, each car placed in the train may be moved after it receives a safety inspection as follows:

- Cars must be checked for:
 - Leaning.
 - Sagging.
 - Improper position on the truck.
 - Objects hanging or dragging from the car or extending from the side.
 - Insecurely attached doors.
 - Broken or missing safety appliances.
 - Contents leaking from placarded hazardous material car.
 - Insecure coupling device.
 - Overheated wheel or journal.
 - Broken or cracked wheel.
 - Brake that fails to release.
 - Staff type brake not in fully raised position.
 - Any apparent hazard that could cause an accident
- Open top loads, including trailers and containers on flat cars, must be loaded safely.
- If width or height approaches clearance restrictions, movement must be cleared with the proper authority.

A freight car with any defect that makes movement unsafe must be corrected or set out of the train. When a defect is discovered enroute, note the type of defect on proper tag and attach a tag on each side of the car.

A freight car with three bad order tags indicating that the car is safe to move may be moved to the nearest car repair point. The conductor will remove one bad order tag from the side with two tags. The conductor will use the written information from the tag to inform other crew members of the restrictions.

Application:

1. When a defect is discovered, note the type of defect on proper tag and attach a tag on each side of the car.
2. Open top rail equipment loaded with wood chips or bark must be covered with approved netting.
3. When applicable, inspections required by Hazardous Materials Instructions must be completed.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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1.34: Flat Spots

If a wheel on a piece of equipment has a flat spot more than 2-1/2 inches long, or if the wheel has adjoining flat spots that are each at least 2 inches long, the equipment must not be moved faster than 10 MPH. Such equipment in a train must be set out at the first available point.

Rule Updated Date

April 7, 2010

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1.35: Dump Doors

Be sure dump doors on cars are closed after a load is dumped. If cars must be moved short distances with the dump doors open, make sure the doors and chains will clear tracks and crossings.

Rule Updated Date

April 7, 2010

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1.36: Excessive Dimension Loads

Place excessive dimension loads on or near the head end of trains.

Instructions will be issued to trains handling excessive dimension loads. If no instructions have been issued regarding handling the car, the conductor will immediately notify the train dispatcher.

Crew members handling excessive dimension equipment must ensure that the equipment will clear nearby objects, including equipment on adjacent tracks. If the train cannot reach a point with enough clearance, crew members must make sure protection is provided against movements on adjacent tracks.

Rule Updated Date

April 7, 2010

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1.37: Open Top Loads

Flat cars, open top cars, and open top TOFCs/COFCs with loads that are likely to shift must not be placed in trains next to the following if train length and makeup permit:

- Occupied outfit car

- Passenger car
- Occupied locomotive or occupied caboose.
- Shipment of automotive vehicles and machinery that is not fully enclosed

This restriction does not apply to cars with permanent tie-downs.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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1.38: Shipments Susceptible to Damage

Shipments with painted or finished surfaces susceptible to damage, such as automobiles, trucks, tractors, combines, and other similar equipment or machinery, must not be placed closer than the fifth car behind open top cars loaded with commodities such as coal, sand, gravel, lime, soda ash, etc. subject to wind, vapor or fume action on adjacent cars. Exceptions include shipments susceptible to damage that are:

- Loaded in cars that fully enclose the shipments.
or
- Fully protected by a covering.

An open top car loaded with sand, gravel, lime, soda ash, etc., subject to wind, vapor, or fume action in other than a solid unit train must not be placed immediately ahead of an occupied caboose.

Rule Updated Date

April 7, 2010

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1.39: Accuracy of Speed Indicator

The engineer must verify speed indicator accuracy as soon as possible after taking charge of the engine. If the speed indicator is not accurate to within 3 MPH plus or minus at speeds of 10 to 30 MPH and to within 5 MPH plus or minus at speeds above 30 MPH, the engineer must immediately report the variance to the train dispatcher.

Rule Updated Date

April 7, 2010

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1.40: Reporting Engine Defects

The engineer will report any engine defect on the proper form and notify the relieving engineer, when needed.

Rule Updated Date

April 7, 2010

[^Top](#)

1.41: Engines Coupled to Occupied Passenger Cars

Engines coupled to equipment that includes occupied passenger cars must not be left without an authorized employee in charge.

Rule Updated Date

April 7, 2010

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1.42: Trains Detoured

When trains are detoured over another railroad, the engineer of the detoured train will operate the engine, unless otherwise approved by a manager of the railroad the train is being detoured over.

The pilot will inform the engineer of speed restrictions, signals, sidings, etc. to make sure the train detours over the railroad safely.

Rule Updated Date

April 7, 2010

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1.43: Stopped in Tunnels

A. Engine or Train Stopped in Tunnel

When an engine is stopped in a tunnel and cannot move promptly, crew members must:

1. Shut down diesel engine at once.
2. Shut down Waukesha or similar type engine.
3. Make a full service air brake application.
4. Apply hand brakes to prevent movement in case the air brakes leak off.

B. Passenger Train Stopped in Tunnel or Deep Snow

Crew members of a passenger train stopped in a tunnel or deep snow must:

1. Shut off any air circulating systems including:

- a. Air conditioning
- b. Ice Machines
- c. Generators

2. Shut air intake shutters.

3. Turn off blower fans.

C. Notification if Stopped in Tunnel or Deep Snow

The train dispatcher should be notified immediately so that proper arrangements can be made to protect persons and equipment.

D. When These Requirements Will Not Apply

These requirements will not apply if air currents carry the exhaust gases away from the train. Safety of passengers and crew members must be the first consideration.

Rule Updated Date

April 7, 2010

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1.44: Duties of Train Dispatchers

Train dispatchers supervise train movement and any employees connected with that movement.

Rule Updated Date

April 7, 2010

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1.45: Duties of Control Operators and Operators

Control Operators and operators are under the direction of the train dispatcher when their duties concern handling track warrants, track bulletins, lineups, the movement of trains, and any other instructions issued by the train dispatcher.

Rule Updated Date

April 7, 2010

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1.46: Duties of Yardmasters

The yardmaster is responsible for and shall directly supervise yard crews, clerks, and all other employees working in the yard. The yardmaster must see that they work in a safe, efficient, and economical manner, according to the rules, regulations, and instructions of the railroad. Yardmasters must ensure the prompt and regular movement of cars, especially the proper makeup of trains and their movement into and out of the yard.

At locations where yardmasters are on duty, employees in train, engine, and yard service must comply with the yardmaster's instructions. At locations where no yardmaster is on duty, these employees will work according to the instructions of designated employees.

Rule Updated Date

April 7, 2010

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1.47: Duties of Crew Members

The conductor and the engineer are responsible for the safety and protection of their train and observance of the rules. They must ensure that their subordinates are familiar with their duties, determine the extent of their experience and knowledge of the rules, and instruct them, when necessary, on how to perform their work properly and safely. If any conditions are not covered by the rules, they must take precautions to provide protection.

When the conductor is not present, other crew members must obey the instructions of the engineer concerning rules, safety, and protection of the train.

A. Conductor Responsibilities

1. Supervises the Operation

The conductor supervises the operation and administration of the train (if trains are combined with more than one conductor on board, the conductor with the most seniority takes charge). All persons employed on the train must obey the conductor's instructions, unless the instructions endanger the train's safety or violate 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.

2. Restrictions on Equipment

The conductor must advise the engineer and train dispatcher of any restriction placed on equipment being handled.

3. Calling Attention to Restrictions

The conductor must remind the engineer that the train is approaching an area restricted by:

- Limits of authority.
- Track warrant.
- Radio speed restriction.

or

- Track bulletin.

The conductor must inform the engineer after the train passes the last station, but at least 2 miles from the restriction.

4. Freight Conductors

Freight conductors are responsible for the freight carried by their train. They are also responsible for ensuring that the freight is delivered with any accompanying documents to its destination or terminals. Freight conductors must maintain any required records.

5. Conductor Report Form

UPRR crews operating on a foreign railroad are required to properly complete a UPRR form or a foreign railroad form as required by UPRR rules. Foreign railroad crews operating on the UPRR are governed by that railroad's rule concerning awareness forms.

"Conductor Report Form" (FORM 20849) must be maintained as follows (**also see Item 10-K**):

a. Road freight conductors, including locals and switchers but not including yard or passenger conductors, are required to complete the Conductors Report. However, yard conductors performing road service on the main track (transfer, relief service, etc.) will be required to complete the Conductors Report Form.

Remote control operators are not required to maintain a Conductor Report Form except when required by Item 10-K.

The report will include:

- The name of other than Clear wayside signals, speed of the train as head end passes and, as appropriate, a "Z" or "X".
- After passing an Approach or Diverging Approach signal the next wayside signal must be entered regardless of signal indication including the speed of the train (even if the signal is Clear).
- Train defect detector results from all detectors (except "%" detectors) and mile post. "X" will identify in cab communication of results.
- Approaching temporary speed restrictions that affect the train. (Enter speed of restriction on form).
- Approaching the end of authority unless additional authority has been granted to continue on the main track. If the additional authority contains a Box 2 (after arrival) it must be included on the form.
- Train delays.
- Restricted Speed documentation. Every 2 miles that the train is operating at Restricted Speed, enter mile post location, time, train speed, a "Z" to indicate that the information was communicated between crew members and amount of air brake application if any, (None, Minimum, 10#, etc.).
- On the main track in non-signaled territory, the time, train's milepost location, and speed every 5 miles and record an "X" to indicate the information was communicated between crew members. (Comply with bullet 7 if operating at Restricted Speed).
- On Subdivisions with a CG location (as listed in SSI Item 8), record the time and speed of the train as the train crests the grade. Enter an "X" to indicate the information was communicated between crew members.

Entries will be made when head end of train is at or about the mile post location of required entry. Entries will be sequential and legible.

EXAMPLES:

| LOCATION | SIGNAL NAME OR TDD ANNOUNCEMENT | TIME | COMMENTS & DELAYS |
|----------|---------------------------------------|------|-------------------|
|----------|---------------------------------------|------|-------------------|

| | | | |
|-------|-----|------|---------------------|
| 87.3 | AA | 0535 | X - 52 MPH |
| 89.1 | A | 0543 | Z - 33 MPH |
| Y091 | S | 0558 | X - Stop - 8" delay |
| 92.5 | RP | 0617 | Z - 12 MPH |
| 94.5 | RS | 0625 | Z - 8 MPH - None |
| 101.3 | TSR | 0643 | Z - 30 MPH |
| 103.3 | ND | 0657 | X |
| 115.0 | XH | 0715 | Z - 15 MPH |
| 129.0 | | 0755 | PU - 8 cars - 30" |
| 135.0 | EA | 0840 | Z |

Note :

1. Abbreviations may be used. e.g. (Advance Approach = AA; Diverging Clear = DC; Diverging Approach = DA; Approach = A; Approach Diverging = AD; Restricting = R; Restricted Proceed = RP; Stop = S; Speed Restriction (temporary) = TSR; End of Authority = E/A; Crossing Restrictions (received enroute) = XC, XI, XH; Cab Red Zone = Z; In-Cab Communication = X; ND = No Defects; Restricted Speed = RS.

2. Enter MP location where Cab Red Zone begins and/or in-cab communication takes place when other entries are required. However, entry may be made with signal entry when passing signal.

3. Enter delays.

b. The conductor's report must be completed (and signed on the last page to signify report is complete and accurate) on each trip or tour of duty. If the form is not available, record the information as required. Reports of the last 5 round trips (a minimum of 5 days) must be kept in your possession while on duty, and presented to a Manager upon request.

c. Do not erase information entered on the form. If an error is made, cross out the entry and write the correct entry.

d. Conductors with a valid Class 1 "Certificate to Operate Locomotives": When conductors with a valid Class 1 "Certificate to Operate Locomotives" are allowed to operate the engine the time and location (beginning and ending) will be noted on the conductors report form. Entries on the form will not be required during this time period except entries required by Item 10 K.

B. Engineer Responsibilities

1. Operating the Engine

The engineer is responsible for safely and efficiently operating the engine. Crew members must obey the engineer's instructions that concern operating the engine. A student engineer or other qualified employee may operate the engine only under the direct and immediate supervision of the engineer. The engineer must closely monitor the employee's performance. The engineer must be in a position to take immediate action as necessary. Employee that operates an engine must have a current certificate in their possession.

2. Special Handling

The engineer must check with the conductor to determine if any cars or units in the train require special handling.

C. All Crew Members' Responsibilities

1. Crew Members in Control Compartment

Crew members in the control compartment must communicate to each other any restrictions or other known conditions and required actions that affect the safe operation of their train sufficiently in advance of such condition to allow the engineer to take proper action. If proper action is not being taken, crew members must remind engineer of such condition and required action.

Crew members in the control compartment must be alert for signals. Crew members must:

- Communicate clearly to each other the name of signals affecting their train as soon as signals become visible or audible.
- Continue to observe signals and announce any change of aspect until the train passes the signal.
- Communicate clearly to each other the speed of the train as it passes a signal with an indication other than Clear.
- Immediately remind the engineer of the rule requirement if the signal is not complied with.

2. Radio Transmission

Except when switching a crew member must transmit the engine number, direction, location and signal name (include track number in multiple main track CTC territory) when the head end of the train:

A. Passes a signal that requires:

- Being prepared to Stop at the next signal.
- Being prepared to pass next signal at Restricted Speed.
or
- Restricted speed.

B. Stops for a signal that requires stopping.

However, instructions may be issued to identify locations where this radio transmission is not required.

3. Proper Action

If engineer and/or conductor fail to comply with a signal indication or take proper action to comply with a restriction or rule, crew members must immediately take action to ensure safety, using the emergency brake valve to stop the train, if necessary.

4. Performing Work

Before work is performed at a location, the crew must discuss how the work will be performed, which switches/derails will be used, what method will be used to pass signals, close clearances and any other safety related concerns. When work is completed, the crew will confirm that work was completed as planned, switches and derails are in proper position and any unforeseen safety concerns are properly reported.

Rule Updated Date

September 19, 2018

System Special Instructions

Effective Date: May 1, 2016

General Order

Effective Date: September 19, 2018

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1.47.1: Cab Red Zone

During a Cab Red Zone (CRZ), an environment must be created in the locomotive control compartment that focuses exclusively on controlling the train, verbally communicating restrictions, and proper application of the rules. The conductor must be in the control compartment unless required to perform other duties (i.e. to operate switches, be at a road crossing, passenger train duties, etc.).

A Cab Red Zone exists during critical times such as:

- Operating at Restricted Speed. (Does not apply when switching.)
- Operating on a block signal indication less favorable than Advance Approach.
- Copying mandatory directives.
- Approaching a Form B restriction.
- Approaching a temporary speed restriction that affects the train.
- Approaching the end of the train's authority.

The following restrictions or conditions are required during a Cab Red Zone:

- Cab communication is restricted to immediate responsibilities for safe train operation.
- Radio communication with the dispatcher or other employees must be limited to the train's immediate movement or conditions that affect the safety of trains.
- A crew member other than the employee operating the controls will be required to handle radio communications when that crew member is in the control compartment.
Exception: Rule 33.6.1 (Operating Responsibilities with Manned Helper.)
- If proper action is not being taken, crew members must remind each other of the Cab Red Zone and/or take appropriate action to stop the train.

Application: As contained within this rule, approaching is defined as two miles from the restriction or end of the train's authority.

Rule Updated Date

June 1, 2017

System Special Instructions

Effective Date: June 1, 2017

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1.47.2: Training and Familiarization

Employees assigned to a position for the purpose of training or familiarization must be under the direct and immediate supervision of a qualified employee at all times. The qualified employee must closely monitor the employee's performance and must be in a position to take immediate action as necessary. Any employee requiring certification must have a current certificate in his possession.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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1.48: Time

While on duty, crew members must have a watch. Other employees must have access to a watch or clock.

The watch or clock must:

- Be in good working condition and reliable.
- Display hours, minutes, and seconds.
- Not vary from the correct time by more than 30 seconds.
- Be compared with the time source designated in special instructions.

Rule Updated Date

April 7, 2010

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[Union Pacific Rules](#)

UPRR - General Code of Operating Rules

2.0: RAILROAD RADIO AND COMMUNICATION RULES

Chapter Introduction

Change Chapter 2.0 title to read:

Railroad Radio and Communication Rules

- [2.1: Transmitting](#)
- [2.2: Required Identification](#)
- [2.3: Repetition](#)
- [2.4: Ending Transmission](#)
- [2.5: Communication Redundancy](#)
- [2.6: Communication Not Understood or Incomplete](#)
- [2.7: Monitoring Radio Transmissions](#)
- [2.8: Acknowledgment](#)
- [2.9: Misuse of Radio Communications](#)
- [2.10: Emergency Calls](#)
- [2.11: Prohibited Transmissions](#)
- [2.12: Fixed Signal Information](#)
- [2.14: Transmission of Mandatory Directives](#)
- [2.14.1: Verbally Transmitting and Repeating Mandatory Directives](#)
- [2.15: Phonetic Alphabet](#)
- [2.16: Assigned Frequencies](#)
- [2.17: Radio Testing](#)
- [2.18: Malfunctioning Radio](#)
- [2.19: Blasting Operations](#)
- [2.20: Internal Adjustments](#)
- [2.21: Electronic Devices](#)

2.1: Transmitting

Any employee operating a radio must do the following:

- Before transmitting, listen long enough to make sure the channel is not being used.
- Give the required identification
- Not proceed with further transmission until acknowledgment is received .

Application:**Normal Dispatcher Call-in Procedure**

To contact the train dispatcher from the field:

1. Ensure that you are on the correct dispatcher radio channel for the area you are in. The radio channel is identified in timetable subdivision instructions under Radio Display (SI-RD).
2. On the radio key pad, dial "*" plus the 2-digit code for the dispatcher you wish to call. (For example, "*20").

Note: After dialing the "*XX" digits, you should receive an acknowledgment tone on your radio indicating the call-in has been detected and processed. If you do not hear the acknowledgment tone you will need to re-dial the code.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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2.2: Required Identification

Employees transmitting or acknowledging a radio communication must begin with the required identification. The identification must include the following in this order:

- For base or wayside stations:
 - Name or initials of the railroad
 - Name and location or other unique designation
- For mobile units:
 - Name or initials of the railroad
 - Train name (number), engine number, or words that identify the precise mobile unit.

If communication continues without interruption, repeat the identification every 15 minutes.

Short Identification

After making a positive identification for switching, classification, and similar operations within a yard, fixed and mobile units may use a short identification after the initial transmission and acknowledgment.

Application:

During switching operations, short identification must be unique enough to ensure no misunderstanding as to whom the communication is intended for or could be misinterpreted. Job numbers alone could be misinterpreted as car counts, track number or other equipment etc. "10 back up 5" must not be used. Instead use "Job 10 back up 5 cars; Yard Job 10 back up 5 cars" or "DY10 back up 5 cars".

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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2.3: Repetition

An employee who receives a transmission must repeat it to the person transmitting the message, except when the communication:

- Concerns yard switching operations.
- Is a recorded message from an automatic alarm device.
or
- Is general and does not contain any information, instruction, or advice that could affect the safety of a railroad operation.

When a mandatory directive or instruction concerning train movement has been repeated correctly, the repeat must be acknowledged as correct.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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2.4: Ending Transmission

Employees using a radio for transmissions must state to the employee receiving the transmission the following as it applies to indicate the communication has ended or is completed:

"OVER" - when a response is expected

or

"OUT" preceded by required identification - when no response is expected.

However, these requirements do not apply to yard switching operations.

Rule Updated Date

April 7, 2010

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2.5: Communication Redundancy

The controlling unit of any train that requires an air brake test must be equipped with an operative radio, unless relieved by Rule 2.18 (Malfunctioning Radio). In addition, these trains must have a second means of communication, which may include:

- An operative radio on any unit in the consist.
- A portable radio
or
- Other wireless communication device.

Rule Updated Date

April 7, 2010

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2.6: Communication Not Understood or Incomplete

An employee who does not understand a radio communication or who receives a communication that is incomplete must not act upon the communication and must treat it as if it was not sent.

| |
|--|
| EXCEPTION: An employee who receives information that may affect the safety of employees or the public or cause damage to property must take the safe course. When necessary, stop movement until the communication is understood. |
|--|

Rule Updated Date

April 7, 2010

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2.7: Monitoring Radio Transmissions

Radios in attended base stations or mobile units must be turned on to the appropriate channel with the volume loud enough to receive communications. Employees attending base stations or mobile units must acknowledge all transmissions directed to the station or unit.

Rule Updated Date

April 7, 2010

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2.8: Acknowledgment

An employee receiving a radio call must acknowledge the call immediately unless doing so would interfere with safety.

Rule Updated Date

April 7, 2010

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2.9: Misuse of Radio Communications

| |
|---|
| Employees must not use radio communication to avoid complying with any rule. |
|---|

Rule Updated Date

April 7, 2010

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2.10: Emergency Calls

Emergency calls will begin with the words "Emergency, Emergency, Emergency". These calls will be used to cover initial reports of hazardous conditions which could result in death or injury, damage to property or serious disruption of railroad operations such as:

- Derailments
- Collisions
- Storms
- Washouts
- Fires
- Track obstructions
- or
- Emergency brake applications.

In addition, emergency calls must be made for the following:

- Overrunning limits of authority
- or
- Overrunning Stop indications.

Emergency calls must contain as much complete information on the incident as possible.

All employees must give absolute priority to an emergency communication. Unless they are answering or aiding the emergency call, employees must not transmit until they are certain no interference will result.

Application:

Emergency Call-in Procedure

The Emergency call-in code is "911" throughout the entire UPRR system. To contact the train dispatcher in case of an emergency:

1. Ensure that you are on the dispatcher's radio channel for the area you are in. The radio channel is identified in timetable subdivision instructions under Radio Display (SI-RD).

2. Dial DTMF digits "911" on the radio key pad.

Note: After dialing the "911" digits, you should receive an acknowledgment tone on your radio indicating the emergency call-in has been detected and processed. If you do not hear the acknowledgment tone you will need to resend the "911" code.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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2.11: Prohibited Transmissions

Employees must not transmit a false emergency or an unnecessary or unidentified communication. Employees must not use indecent language over the radio. Employees must not reveal the existence, contents, or meaning of any communication (except emergency communications) to persons other than those it is intended for, or those whose duties may require knowing about it.

Rule Updated Date

April 7, 2010

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2.12: Fixed Signal Information

Employees must not use the radio to give information to a train or engine crew about the name, position, aspect, or indication displayed by a fixed signal, unless the information is given between members of the same crew or the information is needed to warn of an emergency.

Rule Updated Date

April 7, 2010

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2.14: Transmission of Mandatory Directives

When transmitted by radio, mandatory directives must conform to applicable operating rules and the following:

- The train dispatcher must state which mandatory directive will be transmitted.
- The employee must inform the train dispatcher when ready to copy stating the employee's occupation (ex. conductor, engineer, foreman, maintainer), name and location on the main track or where the main track will be entered. An employee operating the controls of a moving engine may not copy mandatory directives. In addition, mandatory directives must not be transmitted to the crew of a moving train if the conductor, engineer or train dispatcher feels that the transmission could adversely affect the safe operation of the train.
- The employee receiving a mandatory directive must copy it in writing using the format outlined in the operating rules.
- Before a mandatory directive is acted upon, the conductor and engineer must each have a written copy and each crew member must read and understand it.
- When transmitting a track restriction directly to a train, the restriction will be issued using the following format: (Train ID) do not exceed (speed) between (location) and (location) (add track when necessary). If no flags are displayed, the words "No flags are displayed" will be added to the format.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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2.14.1: Verbally Transmitting and Repeating Mandatory Directives

When transmitting and repeating mandatory directives, numbers must be spoken by digit (zero, one, two, three, etc.). However, exact multiples of hundreds and thousands may be stated as such (600 = six hundred). A decimal point must be spoken as "point", "dot", or "decimal", and a hyphen must be spoken as "dash".

Rule Updated Date

January 6, 2016

System Special Instructions

Effective Date: May 2, 2016

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2.15: Phonetic Alphabet

If necessary, a phonetic alphabet (Alpha, Bravo, Charlie, etc.) will be used to pronounce clearly any letter used as an initial, except initial letters of the railroads.

Rule Updated Date

April 7, 2010

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2.16: Assigned Frequencies

The railroad must authorize any radio transmitters used in railroad service. Radio transmitter must operate on frequencies the Federal Communications Commission assigned the railroad. Employees are prohibited from using other transmitters or railroad frequencies not assigned to that particular territory.

Rule Updated Date

April 7, 2010

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2.17: Radio Testing

Test radios to be used as soon as possible before beginning of work assignment.

The radio test must include an exchange of voice transmissions with another radio. The test must confirm the quality of the radio's transmission.

Rule Updated Date

April 7, 2010

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2.18: Malfunctioning Radio

Malfunctioning radios must not be used. As soon as possible, notify each crew member and the train dispatcher or other affected employees that the radio is not working.

If a radio fails on the controlling locomotive enroute, the train may continue until:

- The next calendar day inspection
- **OR**
- The nearest forward point where the radio can be repaired or replaced, whichever occurs first.

Rule Updated Date

April 7, 2010

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2.19: Blasting Operations

Employees must not operate radio transmitter located less than 250 feet from blasting operations.

Rule Updated Date

April 7, 2010

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2.20: Internal Adjustments

Employees are prohibited from making internal adjustments to a railroad radio unless they are specifically authorized by the FCC or hold a current Certified Technicians Certificate. Employees authorized to make adjustments must carry their FCC operator license, Certified Technicians Certificate, or verification card while on duty.

Rule Updated Date

April 7, 2010

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2.21: Electronic Devices

The restrictions in this rule apply to use of personal and railroad-supplied electronic devices by railroad operating employees and does not affect the use of railroad radios under FRA regulations. A railroad operating employee must not use an electronic device that would interfere with the performance of safety related duties. Electronic Devices must not be used to verbally obtain or release a mandatory directive when radio communication is available.

Railroad Supplied Electronic Devices

Unless required to be powered on for purposes of timely, automated updating or transmission of information, railroad-supplied electronic devices must be powered off with any earpiece removed from the ear, and stowed when not in use. These devices may be used for exchange of work related information during train operations with railroad supervisors, dispatchers, customers, NCSC, or customer service employees.

Crew members authorized to use railroad-supplied electronic devices may use such devices when:

- A job briefing is held and all crewmembers agree the device is safe to use.
- Not on a moving train.
- The crewmember using the device is not fouling the track.

Note: For Work Order Reporting Devices, refer to System Special Instructions Item 15.

Prohibited Use:

Personal Electronic devices are prohibited from use while on duty in safety-related situations and must turned off and stowed with any earpiece removed from the ear. Except as described below, use by any crew member in the cab of a controlling locomotive is prohibited when:

- On a moving train.
- Any member of the crew is on the ground or on moving equipment.
- Any railroad employee is assisting in preparation of the train, engine or on-track equipment for movement.

Permitted Use:

After conducting a safety briefing with all crew members and agreeing the use of the device is safe, an electronic device may be used as follows:

- Respond to an emergency situation involving the operation of the railroad, an emergency encountered on duty, or when necessary due to a radio malfunction.
- A camera may be used to take a photograph of a safety hazard or a violation of a rail safety law, regulation, order or standard provided it is a standalone camera. A camera that is part of a cell phone or other similar multi-functional electronic device is not included in this exception unless it is a railroad-supplied device and is used for an authorized business purpose. The camera must be turned off immediately after the photograph is taken and the camera is not used by an employee at the controls of moving equipment.
- Personal stand alone calculator or digital watch whose only purpose is as a timepiece and medical devices that are consistent with railroad's standards as necessary in the performance of duties.
- Deadheading in a non-controlling unit or automobile, limo, etc.
- May be used for voice communication in the cab of a locomotive on the condition that the device is turned off and stowed as soon as the call is completed.
- May be used to refer to a railroad rule, special instruction, timetable, or other directive if the wireless capability of the device is disabled.
- In a crew-room for voice communication or to update rules, documents, or other company provided electronic media. An electronic device may be used for other purposes (Texting / Internet) in a crew room when all job related duties have been completed.
- In the body of a business car or passenger train – as long as use does not interfere with safety-related duties of the crewmember or other employees.

Engineering Employees

When cell phone use is allowed, employees must follow all applicable federal, state and local laws. Use of electronic devices is governed by the following:

- Before using an electronic device, determine that it is safe to do so.
- Operators of vehicles and equipment, including hyrails, must not use an electronic device while equipment is moving. A computer may be used for business purposes, however, the operator must stop equipment when necessary to enter or view information. If the computer is not equipped with a screen black out process that blacks out the screen when equipment is moving faster than 5 MPH, the device screen must not be viewable to the operator. Passengers may use cell phones or computers as long as their use doesn't distract the driver from safely operating the equipment.

Employees must not use electronic devices when:

- Standing or walking on a roadway.
- Foul of any track.
- In close proximity to men or equipment working on or off track.

Mechanical Employees**Prohibited Use**

Personal use of electronic devices is prohibited:

- Outside of designated meal times and
- Outside of designated break areas or office areas.

These devices must be stowed away, out of the work area (e.g., personal locker), and not on your person.

Permitted Use

Personal use of electronic devices, including cell phones, is permitted during designated meal periods in designated break or office areas.

Employees in Supervisory positions (Foreman, Foreman General, Manager, etc.) are permitted to use cell phones for business purposes only.

Elected Union Representatives are only permitted to use cell phones for company business purposes when it pertains to their duties as a union representative.

Business use of company issued electronic devices, including company issued cell phones, is permitted for Mechanical craft employees whose duties have been identified and authorized to require such use.

All permitted use of electronic devices is restricted to business use and must not be used while:

- In a red zone.
- Walking in PPE required areas.
- Operating any vehicle (locomotives, car movers, forklifts, scooters, man lifts, etc.)
- Operating or in close proximity of operating machinery.
- Moving locomotives.
- Performing any safety sensitive work activity.
- In the line of fire.

Premium Operations

UPRR intermodal ramp employees will be governed by the following:

In addition to rule 74.3, with exception of company data devices at the gate or equipment VMU's, no one may use any electronic device while on a UPRR intermodal ramp with the following exceptions:

- Use of electronic devices should be limited in nature and cell phones must be powered off and not used when in a red zone or when operating ramp related equipment of any kind. Electronic devices may not be used when working on the ground, in mechanical areas, in and around any type of equipment or when performing any type of safety sensitive task.
- Operators of over the road trucks, passenger vehicles and repair type vehicles are permitted to use cell phones only when a hands free device is used along with voice activated or speed dialing or when parked in designated parking areas. Gate lanes are not designated parking areas for this purpose. The use of a cell phone for anything other than voice communication is prohibited while operating a motor vehicle.
- Use of electronic devices is permitted only in break areas, office areas or in parked passenger or over the road type vehicles in designated parking areas.

Rule Updated Date

September 19, 2018

System Special Instructions

Effective Date: May 31, 2018

General Order

Effective Date: September 19, 2018

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[Union Pacific Rules](#)

UPRR - General Code of Operating Rules

4.0: TIMETABLES

- [4.1: New Timetable](#)
- [4.1.1: Notice of New Timetable](#)
- [4.2: Special Instructions](#)
- [4.3: Timetable Characters](#)

4.1: New Timetable

The moment a new timetable goes into effect, it will replace the previous one.

Rule Updated Date

April 7, 2010

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4.1.1: Notice of New Timetable

At least 24 hours before a new timetable goes into effect, notification will be made by general order. A track bulletin will also be issued at least 24 hours before the new timetable goes into effect and continue for 6 days after the effective date.

Rule Updated Date

April 7, 2010

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4.2: Special Instructions

Special instructions will replace any rule or regulation with which they conflict.

Rule Updated Date

April 7, 2010

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4.3: Timetable Characters

Timetable characters are letters and symbols located in the timetable station column. These letters and symbols indicate the special conditions at specific locations (such as yard limits and manual interlockings). A timetable station column may also

include information on the method of operation (such as TWC, ABS, CTC, or DTC). Explanation of characters will be shown in the timetable or special instructions.

Rule Updated Date

April 1, 2015

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Union Pacific Rules

UPRR - General Code of Operating Rules

9.0: BLOCK SYSTEM RULES

- [9.1: Signal Aspects and Indications](#)
- [9.2: Location of Signals](#)
- [9.3: What Signals Govern](#)
- [9.4: Improperly Displayed Signals or Absent Lights](#)
- [9.5: Where Stop Must Be Made](#)
- [9.5.1: Changing Established Route](#)
- [9.5.2: Protection If Signal Appliance or Track Is Damaged](#)
- [9.5.3: Protection During Repairs](#)
- [9.5.4: Authority to Proceed](#)
- [9.5.5: Reporting Delays](#)
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- [9.13: When Instructed to Operate Dual Control Switches by Hand](#)
- [9.13.1: Hand Operation of Dual Control Switches](#)
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- [9.14: Movement with the Current of Traffic](#)
- [9.14.1: Reporting Clear of a Track Having a Current of Traffic](#)
- [9.14.2: Controlled Block System \(CBS\)](#)
- [9.15: Track Permits](#)
- [9.15.1: Issuing Track Permits](#)
- [9.15.2: Clearing Track Permits](#)
- [9.16: Stop and Proceed Indication](#)
- [9.17: Entering Main Track at Hand-Operated or Spring Switch](#)

- [9.17.1: Signal Protection in ABS by Lining Switch](#)
- [9.18: Electrically Locked Switches and Derails](#)
- [9.19: Leaving Equipment in Signal System](#)
- [9.20: Clear Track Circuits](#)
- [9.21: Overlap Circuits](#)
- [9.22: Standing on Sanded Rail](#)
- [9.23: Suspension of Block System](#)
- [9.23.1: Guidelines While Block System Is Suspended](#)
- [9.24: Call Lights](#)

9.1: Signal Aspects and Indications

Distant, block, and interlocking signal aspects and indications are shown in the special instructions.

Signal aspects are identified by the position of semaphore arms, color of lights, flashing of lights, position of lights, or any combination. Aspects may be qualified by marker plate, number plate, letter plate, or marker light.

Signals may display color light aspects or semaphore arms and color lights.

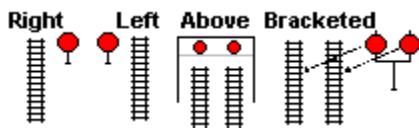
Rule Updated Date

April 7, 2010

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9.2: Location of Signals

When viewed from the train, block and interlocking signals are generally to the right of the track. However, they may be located to the left or above the track. To display indications for two tracks, two bracketed signals may be located on a supporting mast. The signal to the right governs the track to the right, and the signal to the left governs the track to the left.



[Diagram A]

Rule Updated Date

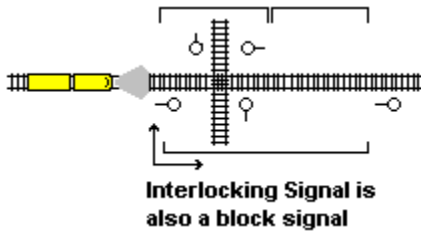
April 7, 2010

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9.3: What Signals Govern

Block signals, cab signals, or both govern the use of blocks.

Interlocking signals govern the use of interlocking routes. Where a track is signaled beyond the interlocking limits in the direction of movement, the interlocking signal is also a block signal.



[Diagram A]

All other rules, where required, remain in effect when complying with the indication of block and interlocking signals.

Rule Updated Date

April 7, 2010

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9.4: Improperly Displayed Signals or Absent Lights

Except as shown in block, cab, and interlocking signal aspects in the special instructions, if a light is absent, a white light is displayed where a colored or lunar light should be, or additional colored or lunar lights are displayed, regard a block or interlocking signal as displaying the most restrictive indication it can give. However, when the semaphore arm position is plainly seen, that aspect will govern.

Rule Updated Date

April 7, 2010

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9.5: Where Stop Must Be Made

When movement is being made beyond a block signal requiring a train to be prepared to stop at the next signal, the stop must be made before any part of a train passes the block signal requiring the train to stop.

If a train overruns any block signal that requires it to stop, the crew must:

- Warn other trains at once by radio.
- Stop the train immediately.
- Report it to the train dispatcher.

Rule Updated Date

April 7, 2010

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9.5.1: Changing Established Route

Except to avoid an accident, after a controlled signal has been cleared for a closely approaching train, the control operator must not change the signal before the approaching train's engineer has assured the control operator that he can comply with the signal change. Do not establish or authorize a conflicting route until communicating with the approaching train's crew and ensuring that the train has stopped clear of the conflicting route.

The control operator must not establish a conflicting route into an occupied block or interlocking limits, or authorize a conflicting movement, unless it is safe to do so.

The control operator must avoid operating the device controlling a switch, derail, movable point frog, or lock when any portion of a train is on or closely approaching the equipment.

Rule Updated Date

April 7, 2010

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9.5.2: Protection If Signal Appliance or Track Is Damaged

If a signal or signal appliance functions improperly or the track is damaged, signals that govern movements on affected routes must display a Stop indication. No movements on such routes may be permitted until track and signal appliances are examined and movement can occur safely.

Rule Updated Date

April 7, 2010

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9.5.3: Protection During Repairs

Within CTC limits or within manual interlocking limits (unless track bulletin Form B is in effect), when a switch, movable point frog, derail, or signal is under repair or is disconnected, or when the track is obstructed or removed from service, display Stop indications for all affected routes. In addition, block or mark any controls to prevent their operation.

Maintenance forces must contact the control operator before beginning repairs, disconnecting equipment, obstructing the track, or removing the track from service. Switches, movable point frogs, and derails must be spiked or secured in the required position if any movement over them occurs before repairs are complete.

Rule Updated Date

April 7, 2010

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9.5.4: Authority to Proceed

Except when a signal is used to provide protection within CTC limits or at manual interlockings, control operators must not give hand signals or verbally authorize movement beyond a Stop indication when a proceed indication can be displayed for the movement.

At manual interlockings, control operators must give hand signals so that crew members can understand the signals and know which train they are intended for.

Rule Updated Date

April 7, 2010

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9.5.5: Reporting Delays

When a controlled signal displays a proceed indication, notify the control operator immediately if movement cannot occur promptly.

Rule Updated Date

April 7, 2010

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9.5.6: Track Occupancy Indicator

Where track occupancy indicators are located, employees must observe the indication before fouling a circuit or changing the derail or a main track switch.

When an occupied indication is displayed, trains or equipment must not foul the main track unless movement is properly protected.

Track occupancy indications do not authorize movement or relieve employees from protecting movements as required by the rules.

Rule Updated Date

April 7, 2010

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9.6: Change of Signal Indication

If a signal displaying a proceed indication changes to an indication requiring a train to stop, the train must stop at once. Report such a signal change to the train dispatcher.

Rule Updated Date

April 7, 2010

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9.7: Failure to Display Most Restrictive Indication

When a block is occupied, or when a switch protected by a signal is changed from its normal position and that signal fails to display its most restrictive indication, regard the signal as displaying Stop. The train must stop immediately, and employees must warn others by radio of the exact location and status of the train. Contact the train dispatcher or control operator and do not move the train without permission.

Rule Updated Date

April 7, 2010

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9.8: Next Governing Signal

A train may comply with the next signal's indication when its aspect can be clearly seen and the signal governs the track where movement is occurring or will be made.

When the PTC display indicates the next governing signal will not require a stop, the train may proceed prepared to enter the next block complying with the signal indication governing that block.

This does not apply when a rule or previous signal indication requires movement at restricted speed.

Rule Updated Date

September 19, 2018

System Special Instructions

Effective Date: May 31, 2018

General Order

Effective Date: September 19, 2018

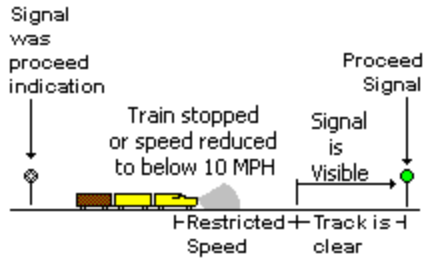
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9.9: Train Delayed Within a Block

If a train has entered a block on a proceed indication that does not require restricted speed, and the train stops or its speed is reduced below 10 MPH, the train must:

A. ABS

Proceed at restricted 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.



[Diagram A]^

B. CTC or Manual Interlocking Limits

Proceed prepared to stop at the next signal until the next signal is visible and that signal displays a proceed indication.

Passenger trains operating in push/pull service must not exceed 40 MPH until the next signal is visible and that signal displays a proceed indication.

C. ACS

Operate according to cab signal indication.

Rule Updated Date

June 1, 2018

System Special Instructions

Effective Date: June 1, 2018

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9.9.1: Approach to Automatic Interlocking

A train must proceed prepared to stop at the interlocking signal when:

- Moving below 25 MPH and passing a signal that governs the approach to an automatic interlocking.
or
- Speed is reduced to below 25 MPH after passing a signal that governs the approach to an automatic interlocking.

The train must continue to move prepared to stop at the interlocking signal until the train reaches a point approximately 1,000 feet from that signal. If the interlocking signal then indicates proceed, the train may resume speed.

Rule Updated Date

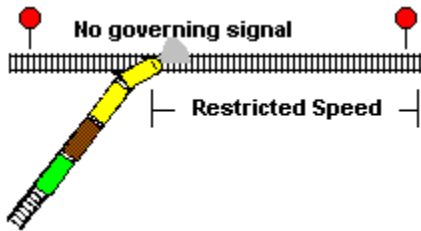
April 7, 2010

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9.10: Initiating Movement Between Signals

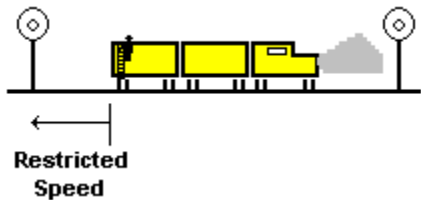
When one of the following occurs, move at restricted speed until the leading wheels have passed the next governing signal or the end of the block system:

- The train enters a block with no governing signal.



[Diagram A]

- The previous signal indication is unknown.
- Movements in the opposite direction from which the block was entered.



[Diagram B]

Exception

If a train is within ACS or ATC territory with operative cab signals, the train may operate according to the cab signal indication.

Rule Updated Date

April 7, 2010

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9.11: Movement from Signal Requiring Restricted Speed

When a train passes a signal requiring movement at restricted speed, the train must move at restricted speed until its leading wheels have passed the next governing signal or the end of the block system.

Exception:

If a train is within ACS or ATC territory, with operative cab signals, the train may immediately comply with the cab signal indication.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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9.12: Stop Indications

Rule Updated Date

April 7, 2010

[^Top](#)

9.12.1: CTC Territory

At a signal displaying a Stop indication, if no conflicting movement is evident, the train will be governed as follows:

- A crew member must immediately contact the control operator unless the train is:
 - Within track and time limits.
 - or
 - Entering track and time limits from any point other than either end of the track and time limits.
- Before authorizing the train to proceed, the control operator must know that the route is properly lined and no conflicting movement is occupying or authorized to enter the track between that signal and the next absolute signal governing movement or the end of CTC where applicable.
- When the train receives these instructions, "After stopping, (train) at (location) has authority to pass signal displaying Stop indication," specifying the route where applicable. The train must move at restricted speed.
- If the signal governs movement over a drawbridge, a crew member must verify that the bridge is in the proper position for the train to pass.

Exception

Conflicting Movement. When the control operator has stopped a conflicting movement, he may then authorize another train to proceed in the same limits, advising both crews of movement to be made. If the stopped movement is later permitted to proceed, that train must move at restricted speed until its leading wheels have passed the next governing signal or the end of the block system.

Rule Updated Date

April 1, 2015

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9.12.2: Manual Interlockings

At a signal displaying a Stop indication, if no conflicting movement is evident, the train will be governed as follows:

- A crew member must immediately contact the control operator.
- Before authorizing the train to proceed, the control operator must know that the route is properly lined and no conflicting movement is occupying or authorized to enter the track between that signal and the next absolute signal governing movement or the end of interlocking limits where applicable.
- The control operator may authorize the train to proceed by using hand signals or the following instructions, "After stopping, (train) at (location) has authority to pass signal displaying Stop indication," specifying the route where applicable. The train must move at restricted speed.
- If the signal governs movement over a drawbridge, a crew member must verify that the bridge is in the proper position for the train to pass.

Before proceeding into or continuing in CTC territory, the manual interlocking control operator must be sure that the CTC control operator has given authority to proceed.

Exception

Conflicting Movement. When the control operator has stopped a conflicting movement, he may then authorize another train to proceed, advising both crews of movements to be made. If the stopped movement is later permitted to proceed, that train must move at restricted speed until its leading wheels have passed the next governing signal or the end of the block system.

Rule Updated Date

April 7, 2010

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9.12.3: Automatic Interlockings

At a signal displaying a Stop indication, the crew will be governed by instructions in the release box, special instructions, or other instructions. After complying with the instructions that allow the train to proceed, if signal continues to display a Stop indication, the train must move at restricted speed. However, if there is a conflicting movement, the train must not proceed until the movement has passed or stopped, and both crews agree on the next movement.

Rule Updated Date

April 7, 2010

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9.12.4: ABS Territory

At a signal displaying a Stop indication outside interlocking limits, the train will be governed as follows:

A. Main Track

On a main track, except where Rule 9.14 (Movement with the Current of Traffic) is in effect, after stopping, a train authorized beyond the signal may proceed at restricted speed under any of the following conditions:

1. Authority beyond the signal is joint with other trains or employees.
2. To permit an engine, with or without cars, to couple to its train or to a standing cut of cars, if the track between the engine and cars is clear.
3. A crew member has contacted the train dispatcher and obtained permission to pass the Stop indication. However, if the train dispatcher cannot be contacted, move 100 feet past the signal, wait 5 minutes, then proceed at restricted speed.

B. Movement with the Current of Traffic

On a main track where Rule 9.14 (Movement with the Current of Traffic) is in effect, after stopping, a crew member must contact the train dispatcher or control operator and obtain permission to pass the Stop indication, then proceed at restricted speed. However, if the signal governs movement to a single main track, comply with Rule 9.17 (Entering Main Track at Hand-Operated or Spring Switch), then proceed at restricted speed.

C. Siding or Other Track

If the signal governs movements from a siding or other track to the main track, comply with Rule 9.17 (Entering Main Track at Hand-Operated or Spring Switch), then proceed at restricted speed.

D. Control Point Locations

At control point locations, if no conflicting movement is evident, a crew member must immediately contact the control operator for authority to pass the Stop indication unless the control point is within the trains track permit limits.

Application:

Examples of joint authority beyond the signal in Part A 1: Work Between, Yard Limits, Restricted Limits.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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9.13: When Instructed to Operate Dual Control Switches by Hand

If the control operator cannot line the dual control switch to the desired position, or the control machine does not indicate that the switch is lined and locked, before authorizing movement the control operator and crew must have a clear understanding specifying:

- The control point.
- Route.
- Switch(s) that must be operated by hand.

The control operator may then authorize movement past the Stop indication and instruct the employee to operate the switch(s) by hand.

Movement may then proceed as authorized only after a clear understanding is reached with all crew members specifying the control point, route and switch(s) that must be operated by hand.

Before passing over a switch specified by the dispatcher, the train must stop and the employee must operate the switch by hand as outlined in Rule 9.13.1 (Hand Operation of Dual Control Switches). After at least one unit or car has passed over the switch points, the employee must return the switch to power unless otherwise instructed by the control operator. If any additional facing point switches are in the route, the crew must stop and verify the switches are lined for the intended route and the switch points fit properly.

Rule Updated Date

May 2, 2016

System Special Instructions

Effective Date: May 2, 2016

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9.13.1: Hand Operation of Dual Control Switches

An employee must get permission from the control operator to operate a dual control switch by hand. Operate the switch as follows:

- Unlock the switch lock.
- Place the selector lever in the HAND position or remove the hand crank from the holder.
- Operate the hand throw lever until the switch points are seen to move when the lever is operated, even if the switch is lined for the intended route.
- Line the switch for the intended route, or insert the crank on the shaft and turn the crank as far as it will turn until the switch is in the desired position. Remove the crank from the shaft, but do not return it to the crank holder.
- Return the switch to power by restoring the selector lever to the POWER or MOTOR position and lock. Or, return the crank to the holder and secure it with the switch lock. Notify the control operator after power to the switch is restored.

When the selector lever is in the HAND position or the crank has been removed from the holder, signals governing movements over the switch will display Stop indication, and movements will be governed by the employee operating the switch. Notify the engineer, if possible, when the switch is in hand operation and when it has been restored to power operation.

For other types of switch machines, follow the above procedure using the instructions for operation posted at the switch or by special instructions.

Rule Updated Date

April 1, 2015

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9.13.2: Performing Switching

When necessary to place a dual control switch in hand operation to perform switching the crew must:

- Complete a job briefing with the control operator on moves to be made.
- Receive authority to enter the control point.
- Receive permission to place the switch in hand operation.

Crew will then comply with Rule 9.13.1, except do not return switch to power until final movement has been made over the switch.

Notify the control operator when switch has been returned to power. Further movements must be made by signal indication or as authorized by the control operator.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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9.14: Movement with the Current of Traffic

On tracks designated in the timetable, trains will run with the current of traffic, if the train dispatcher or control operator gives authorization or a controlled signal indicates proceed.

Rule Updated Date

April 1, 2015

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9.14.1: Reporting Clear of a Track Having a Current of Traffic

A train without a crew member on the rear and operating on a track having a current of traffic may report clear of the limits or report having passed a specific location only when it is known the train is complete. This must be determined by one of the following ways:

- The rear of the train has a rear-end telemetry device, and air pressure on the head-end device indicates brake pipe continuity.
- An employee verifies the marker is on the rear of the train.
- A crew member can observe the rear car of the train on which the marker is placed.

- The train is stopped and an inspection verifies that the marker is on the rear car of the train.
- A trackside warning detector transmits an axle count for the train, and axle count duplicates the axle count transmitted by the previous trackside warning detector.

In addition, a train clearing in a siding or other track must comply with requirements outlined in Rule 8.3 (Main Track Switches) before reporting clear of the limits.

Rule Updated Date

April 7, 2010

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9.14.2: Controlled Block System (CBS)

On tracks designated in the timetable, movements will run in the direction specified by verbal authority from the train dispatcher or a controlled signal displaying a proceed indication. This authority will establish the current of traffic for the movement. Before granting authority, the train dispatcher must know that conflicting movements are protected.

A train must not enter or occupy any track in CBS limits unless:

- A controlled signal indicates proceed.
or
- Verbal authority is granted.

A movement must proceed only in the direction authorized unless authority is granted by Rule 9.15 (Track Permits).

A movement authorized in one direction must report to the train dispatcher when it has cleared the main track within CBS limits. A movement that clears the main track within CBS limits must not reenter that track without new authority unless within Track Permit limits.

In CBS limits, Rule 9.15 (Track Permits) is in effect.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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9.15: Track Permits

On tracks designated in the timetable, a track permit will authorize a train, track car, machine, or employee to occupy the main track or tracks between specific points. The track permit must be issued by a designated control operator under the direction of the train dispatcher. Within these limits, movements may be made in either direction according to signal indication.

Limits designated by a switch extend only to the signal governing movement over the switch, unless otherwise designated.

A train must obtain authority to pass a controlled signal displaying Stop indication to enter track permit limits. Within track permit limits a train, after stopping, may pass a signal displaying Stop indication at restricted speed without further authority, except when signal governs movement at an interlocking.

Rule Updated Date

April 7, 2010

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9.15.1: Issuing Track Permits

The track permit may only be issued when:

- Limits are clear.
- Limits are occupied by the train, track car, machine, or employee who will receive the track permit.
- Limits are occupied by a train, track car, machine, or employee holding a track permit.
- or
- All trains moving on signal indication without a track permit have passed the location where the track will be fouled.

The track permit limits must be protected by controlled signals. The designated control operator must know the following before issuing a track permit:

- Each controlled signal protecting the limits displays a Stop indication.
- Marking or blocking devices prevent displaying signals for movement into the limits.
- The designated control operator and each control operator who controls signals to protect the limits understand the limits, have provided protection, and have recorded the track permit on the prescribed form.

Track Permit Acknowledgment

Track permit authority must be recorded and repeated to the control operator. Acknowledgment must be received before being acted upon.

The employee will repeat the preprinted and information transmitted by the train dispatcher including what has been entered in the summary, "This authority has (total number) boxes marked: (individual box numbers)."

The control operator must maintain a record of the authority granted.

More than One Track Permit

If more than one track permit is in effect at any time within the same limits, all affected trains or employees must be notified.

Trains must move at restricted speed within these limits.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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9.15.2: Clearing Track Permits

Marking or blocking devices must not be changed or removed until the limits have been released to the control operator.

Track permit limits must be cleared and reported clear to the control operator before time expires. If the track permit is released before time expires, all equipment must be clear of the limits and reported clear to the designated control operator. However, if no other track permit has been granted within the same limits, the train may request release of the track permit. Signal indications will then govern the train if the control operator verbally authorizes the release, specifying direction of movement if required.

When necessary to modify the expiration time, an employee and the control operator must communicate before the time expires to adjust the time granted. If the employee cannot contact the control operator and the time limit expires, authority is extended until the control operator is contacted.

Employees reporting clear of track permit authority must state:

- Their name or other identification.
- Track permit number being released.
- Limits being released.

Releasing Portion of Limits

When a crew member informs the control operator that the authority is released between two specific points, the authority is considered void between those points. This track release must begin at the outer limit of the authority.

Rule Updated Date

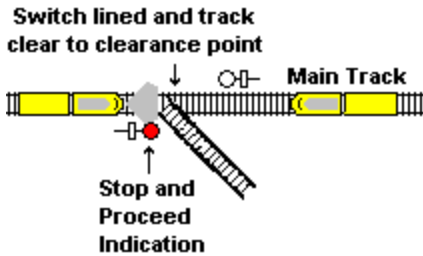
April 7, 2010

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9.16: Stop and Proceed Indication

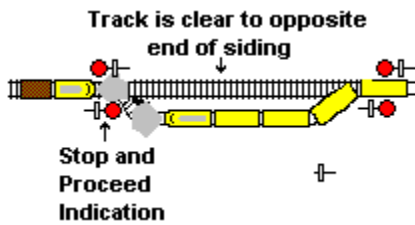
At a signal displaying a Stop and Proceed indication, the train will be governed as follows:

1. The train must stop, then proceed at restricted speed.
or
2. The train may pass the signal at restricted speed without stopping to do any of the following:
 - a. Leave the main track when the switch is lined for movement and the track is clear from the signal to the clearance point.



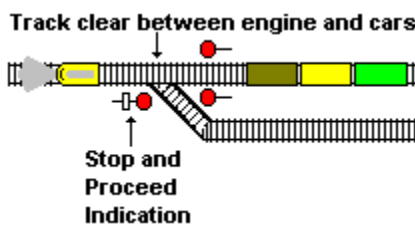
[Diagram A]

b. Continue on the main track when meeting or passing a train, and the main track is clear to the opposite end of the siding where a train is fouling the main track.



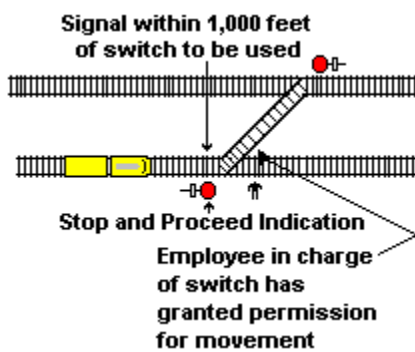
[Diagram B]

c. Permit an engine, with or without cars, to couple to its train or to a standing cut of cars, if the track between the engine and cars is clear.



[Diagram C]

d. Enter a switch that is less than 1,000 feet beyond the signal, and the employee in charge of the switch has granted permission for movement.



[Diagram D]

e. Continue on the main track when proceeding at restricted speed due to rule or previous signal indication.

f. Move within track and time, work and time, work between, track permit, or track out of service limits.

Rule Updated Date

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9.17: Entering Main Track at Hand-Operated or Spring Switch

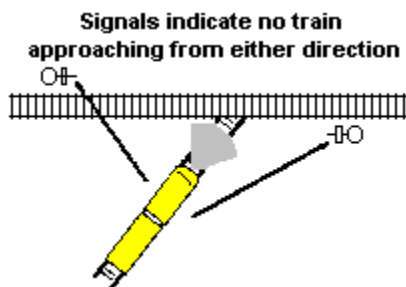
Within CTC territory and manual interlocking limits, the control operator must authorize the train to enter the track at a hand-operated or spring switch where no governing signal exists. The control operator must verify that there are no conflicting movements before giving the authority.

In ABS territory, when authorized to enter the signaled track, a crew member or switch tender must open the switch and wait 5 minutes at the switch to establish block signal protection. If at the end of 5 minutes the employee does not hear or see movement approaching, the train may enter the signaled track. At a crossover, line the switch in the track the train is on, wait the 5 minutes, then line the other switch of the crossover.

A. When Hand Operation of a Spring Switch or 5 Minute Wait Is Not Required

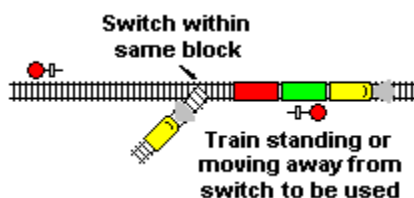
Waiting 5 minutes or operating the spring switch by hand is not required [unless prescribed by Rule 8.9 (Movement over Spring Switches)]^ under any of the following conditions:

1. Switch is equipped with an electric lock.
2. Track occupancy indicator indicates track is clear at locations specified in timetable special instructions.
3. Block signal governing movement to signaled track indicates proceed.
4. Block signals governing movements on the signaled track indicate that no train is approaching from either direction.



[Diagram A]^^^

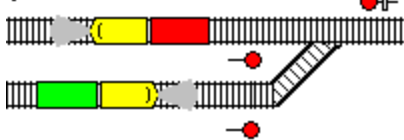
5. Block to be entered is occupied by a train, engine, or car that is standing or moving away from the switch to be used.



[Diagram B]^^^

6. Main track between siding switches is occupied by a train that has been met or a standing train that will be passed.

Track occupied by train met or passed



[Diagram C]^^^

7. Train is entering a main track outside of yard limits for authorized movement against the current of traffic.
8. Rule 6.14 (Restricted Limits) is in effect, provided movement does not occur beyond restricted limits for 5 minutes after the main track circuit is fouled, unless a block signal displays a proceed indication.
9. Work and time authority is granted within DTC.
10. Track permit authorizes movement.
- or
11. Track warrant outside yard limits authorizes WORK BETWEEN two specific points.

Rule Updated Date

April 1, 2015

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Effective Date: April 1, 2015

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9.17.1: Signal Protection in ABS by Lining Switch

When a train or engine is within ABS limits and requires action as necessary to stop other trains, this may be provided by lining and locking a main track switch against movement at or beyond the point where the train or engine will stop movement or clear the main track.

If the switch is located within a block other than the one occupied, do not make movements until 5 minutes after the switch has been lined. Also, make sure no train or engine is between the switch and the train or engine being protected or is within or closely approaching the block where the switch is located.

Except where Rule 6.13 (Yard Limits) or Rule 6.14 (Restricted Limits) is in effect, a train must receive permission from the train dispatcher before crossing over to or obstructing another main track signaled for movement in one or both directions.

Train dispatcher must ensure that no other movements against the current of traffic have been or will be authorized. Crew members must notify the train dispatcher when their movement is clear of the other main track.

In addition, before crossing over or fouling a main track, trains must comply with the following:

- a. Do not move until 5 minutes after lining the switch.
- b. Locate the block signal that protects the switch against trains moving with the current of traffic. To move against the current of traffic past that signal, pull the leading engine or car 100 feet beyond the signal. Wait 10 minutes before moving any further against the current of traffic. Then proceed at restricted speed.
- c.

To move against the current of traffic beyond any further signals, obtain authority as outlined in Rule 14.6 (Movement Against the Current of Traffic) or Rule 15.3 (Authorizing Movement Against the Current of Traffic).

Rule Updated Date

April 7, 2010

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9.18: Electrically Locked Switches and Derails

Special instructions or instructions posted near the switch will govern the operation of switches and derails equipped with electric locks.

To enter a main track within interlocking or CTC limits, employees must not open the case of door or unlock an electrically locked switch or derail without track and time or authority from the control operator.

Emergency Release

If the electric lock includes an emergency release, do not break the seal on the release or operate the release without permission from the control operator or train dispatcher. However, when communication has failed, the seal may be broken and/or the release operated:

- To permit a train to leave the main track.
- or**
- To permit a train that has authority to enter the main track. Train must not enter the main track until 5 minutes after the seal is broken and/or the release operated.

Notify the control operator or train dispatcher when the seal has been broken and/or the emergency release operated.

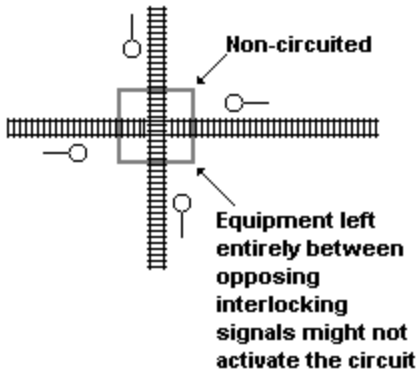
Rule Updated Date

April 7, 2010

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9.19: Leaving Equipment in Signal System

Engines, cars, or equipment must not be detached and left standing entirely between the opposing interlocking signals that govern movements at a railroad crossing at grade.



[Diagram A]

Do not depend upon track equipment, other than engines or cars to actuate block signals, interlocking signals, or highway crossing signals or to be under the protection of such signals.

Rule Updated Date

April 7, 2010

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9.20: Clear Track Circuits

A train, engine, car, or equipment left standing on sidings or other tracks must be clear of insulated joints at clearance points.

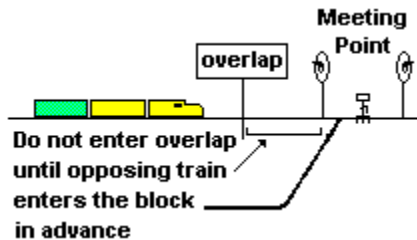
Rule Updated Date

April 7, 2010

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9.21: Overlap Circuits

Overlaps may be identified by overlap signs. A train on the main track at a meeting point must not pass an overlap sign location or open a switch within the overlap until the opposing train has entered the block.



[Diagram A]

A preceding train must clear the overlap as soon as possible to avoid delaying a following train.

Unless otherwise instructed by the train dispatcher, a train on a siding at a meeting or passing point must not pass an overlap sign location until authorized to leave the siding.

Rule Updated Date

April 7, 2010

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9.22: Standing on Sanded Rail

Do not allow an engine with less than three cars, or cuts of four cars or less, to stand on a sanded rail.

Rule Updated Date

April 7, 2010

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9.23: Suspension of Block System

When authorized, a track bulletin may suspend the block system or sections of it.

Do not suspend the block system or sections of it until all trains and control operators in the affected territory have been notified by track bulletin specifying the limits of the suspension.

Track bulletins issued to suspend the block system must not be delivered to trains entering the affected territory until the affected limits are clear of trains, or until the track bulletin has been transmitted or delivered to all trains within the limits.

Rule Updated Date

April 7, 2010

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9.23.1: Guidelines While Block System Is Suspended

When a block system or sections of it are suspended, the following guidelines govern:

A Track Bulletin will specify, when applicable:

- The affected tracks and milepost limits of the suspension.
- The location(s) of flagmen who may authorize trains to enter or to proceed at intermediate locations within the suspended limits, specifying track(s) when necessary.
- The position of dual control switches at the end of multiple main tracks.
- Dual control switches that have been locked in hand operation for main track movement.
- Actions to be taken where automatic crossing warning devices are affected.
- When track warrants may be used to authorize movement.

Crew members must:

- Follow rules that apply to non-signaled territory and not exceed 59 MPH for passenger trains or 49 MPH for other trains.

- Disregard extinguished or illuminated block and interlocking signals, unless specified by track bulletin, except when those signals:
 - Govern movements over railroad crossings at grade.
 - Are connected with trackside warning detectors.
- Approach the beginning and end of the suspended limits prepared to stop. When suspension ends at a block signal identified as in service, trains must approach that signal prepared to stop until its aspect can be clearly seen.
- If suspension begins at an in service control point, signal indication will only authorize movement through the control point, not beyond it.
- If suspension does not end at a signal identified as in service, trains leaving the limits and moving into block system territory must move at restricted speed to the first signal in service beyond the limits.

Movements over Railroad Crossings at Grade and Drawbridges:

- Signals that govern movement over railroad crossings at grade and drawbridges must be regarded as displaying a Stop indication, regardless of the aspect displayed, unless the track bulletin specifies that the signals are in service or flagman at that location authorizes movement.
- Crew members must not rely on time release or key controller operation as adequate protection to move over the crossing, unless instructed that they are in service.

Dual Control Switches:

Unless notification has been received from the train dispatcher that dual control switches are:

- Locked in hand operation and are lined for intended movement.
- or
- Attended by a flagman;

Trains must stop and crew member must:

- Hand operate and lock dual control switches for main track movement.
- Leave switches locked in hand operation.
- Notify the train dispatcher that switches have been locked in hand operation and lined for main track movement.

Remote control switches not equipped for hand operation will be spiked or clamped and all concerned notified.

Spring Switches:

Spring switches removed from service must be spiked and those concerned notified. If spring switches are left in service, trains making facing point movements must be prepared to stop and test the switch, unless it is known that the switch is properly lined for the diverging route.

Block System Returned to Normal:

Train Dispatcher must notify crew members within the affected territory before permitting other trains to enter the limits when the block signal system will be returned to normal operation.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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9.24: Call Lights

When a call light is on, any employee who sees it, unless the employee is on a moving train, must contact the control operator immediately.

Rule Updated Date

April 7, 2010

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[Union Pacific Rules](#)

[UPRR - General Code of Operating Rules](#)

10.0: RULES APPLICABLE ONLY IN CENTRALIZED TRAFFIC CONTROL (CTC)

- [10.1: Authority to Enter CTC Limits](#)
- [10.2: Clearing Through Hand-Operated Switches](#)
- [10.3: Track and Time](#)
- [10.3.1: Protection of Limits](#)
- [10.3.2: Protection of Machines, Track Cars, or Employees](#)
- [10.3.3: Joint Track and Time](#)
- [10.3.4: Track and Time Acknowledgment](#)

10.1: Authority to Enter CTC Limits

CTC limits are designated in the timetable. Sidings within CTC limits are controlled sidings and are governed by CTC rules. A train must not enter or occupy any track where CTC is in effect unless a controlled signal displays a proceed indication or the control operator authorizes:

- Movement past a Stop indication under Rule 9.12.1 (CTC Territory).
- A train to enter track between block signals as follows: "(Train) at (location) has authority to enter (track) and proceed (direction)." After entering the track, the train is authorized to move only in the direction specified.

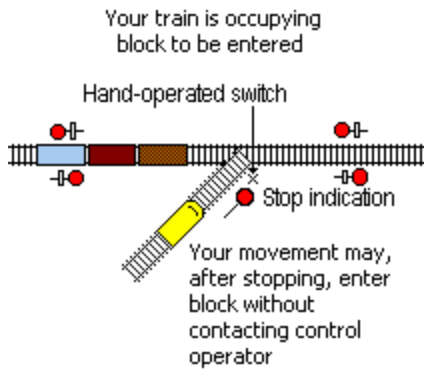
or

- Track and Time under Rule 10.3 (Track and Time).

Signal Governing Movement Over a Hand-Operated Switch

If a signal governs movement over a hand-operated switch that is not electrically locked, the control operator must authorize the train to enter or occupy any track where CTC is in effect before the switch is opened. After the switch is opened, if the signal does not display a proceed indication, a crew member must wait 10 minutes at the switch. After the 10 minute wait if the signal does not display a proceed indication, move the train at restricted speed and notify the control operator.

However, if the block to be entered is occupied by its own standing train or when the hand-operated switch remains open, the movement may, after stopping, pass an absolute signal displaying a Stop indication without waiting 10 minutes and without contacting the control operator.



[Diagram A]^

Rule Updated Date

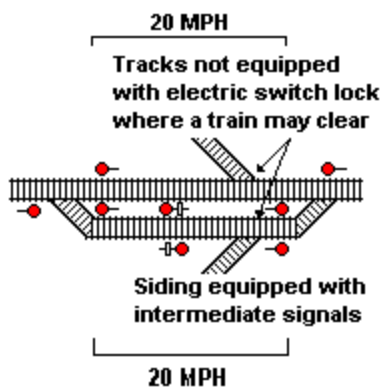
July 2, 2013

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10.2: Clearing Through Hand-Operated Switches

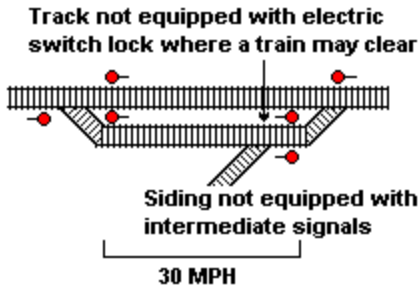
Where CTC is in effect, a train must not clear in any track at a hand-operated switch not equipped with an electric switch lock, except under one of the following conditions:

- Where the permanent maximum authorized speed does not exceed 20 MPH on the main track or a controlled siding equipped with an intermediate signal.



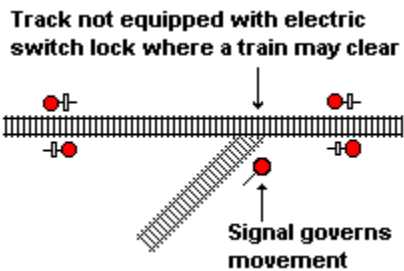
[Diagram A]

- Where the permanent maximum authorized speed does not exceed 30 MPH on a controlled siding not equipped with an intermediate signal.



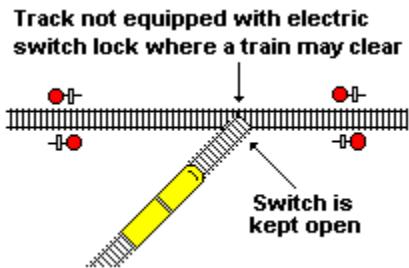
[Diagram B]

- Where a signal governs movement to a track where CTC is in effect.



[Diagram C]

- When the hand-operated switch is kept open.



[Diagram D]

Rule Updated Date

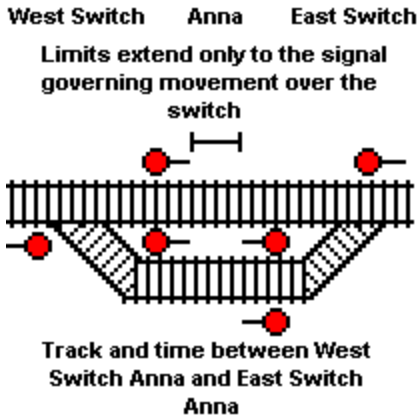
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10.3: Track and Time

The control operator may authorize a train to occupy a track or tracks within specified limits for a certain time period. Authority must include track designation, track limits, and either a time limit or the words 'until released'. The train may use the track in either direction within the specified limits according to signal indication until the limits are verbally released.

Limits designated by a switch extend only to the signal governing movement over the switch unless otherwise designated.



[Diagram A.]^^^

Track and time does not authorize trains to occupy the track(s) within interlocking limits.

A. Passing Signal Displaying Stop or Stop and Proceed Indication

Except at interlockings, trains granted track and time:

1. After stopping at a signal displaying a Stop indication, must be granted verbal authority to enter the limits at either end. Verbal authority is not required after stopping within the limits or when entering the limits at any other location. Train must move at restricted speed.
2. Must observe the requirements for inspection of spring switches.
3. May pass a signal within the limits displaying Stop and Proceed indication without stopping.

B. Time Limits

Trains must release track and time before the time granted expires. When necessary to modify the expiration time, an employee and the control operator must communicate before time expires to adjust the time granted. If the employee cannot contact the control operator and the time limit expires, authority is extended until the control operator is contacted.

C. Releasing When Within the Limits

Employees releasing track and time must state:

- Their name or other identification.
- The track and time limits being released, including number, if applicable.

If no other employee has received track and time within the same limits, a train may release track and time to move in a specified direction. Signal indications will then govern the train, if the control operator verbally authorizes the release specifying direction of movement.

D. Releasing Portion of Limits.

When a crew member informs the control operator that the authority is released between two specific points, the authority is considered void between those points. This track release must begin at the outer limit of the authority.

Application of the second paragraph:

When the track and time includes "Switch Yes," the limits include that switch and the track between the absolute signals governing movement over the switch.

Application of the boxed sentence:

Track and time limits are sometimes issued across an interlocking. Track and time provides authority to be on the main track in CTC on both sides of the interlocking; however, it does not provide authority to occupy the interlocking limits. Interlocking rules must be complied with.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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10.3.1: Protection of Limits

Before granting track and time, the control operator must apply blocking or marking devices to the control machine to prevent movement into the limits. The control operator may only grant track and time:

1. If the limits are clear.
2. If the limits are occupied by a train with track and time or that will receive track and time.
3. For an engine to switch a train standing within the limits. Crew members on the engine must provide protection against possible movement of the standing train, if necessary.
or
4. After all trains moving within the limits that do not have track and time have passed the location where the track will be occupied, and the employee has been notified that authority is granted behind such trains.

Blocking or marking devices must not be changed or removed until limits have been released to the control operator.

Rule Updated Date

April 7, 2010

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10.3.2: Protection of Machines, Track Cars, or Employees

Machines, track cars, or employees will receive track and time in the same manner as trains.

Machines, track cars, or employees must be clear of the limits before the employee granted track and time releases the authority.

Rule Updated Date

April 7, 2010

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10.3.3: Joint Track and Time

Before track and time is granted where limits will be jointly occupied, the control operator must issue joint track and time to all trains, machines, track cars or employees within the same limits or that will enter the limits. Trains must move at restricted speed within joint track and time limits.

Rule Updated Date

April 7, 2010

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10.3.4: Track and Time Acknowledgment

Track and time authority must be recorded and repeated to the control operator. Acknowledgment must be received before being acted upon.

The employee will repeat the preprinted information and information transmitted by the train dispatcher including what has been entered in the summary, "This authority has (total number) boxes marked: (individual box numbers)."

Rule Updated Date

April 1, 2015

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Effective Date: April 1, 2015

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[Union Pacific Rules](#)

UPRR - General Code of Operating Rules

15.0: TRACK BULLETIN RULES

- [15.0: TRACK BULLETIN RULES - TRACK CONDITION SUMMARY](#)
- [15.1: Track Bulletins](#)
- [15.1.1: Changing Address of Track Warrants or Track Bulletins](#)
- [15.2: Protection by Track Bulletin Form B](#)
- [15.2.1: Protection for On-Track Equipment](#)
- [15.2.2: Protection of Non-Railroad Contractors](#)
- [15.3: Authorizing Movement Against the Current of Traffic](#)
- [15.4: Protection when Tracks Removed from Service](#)
- [15.5: Protection When Tracks Blocked With Equipment](#)
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- [15.11: Not Used](#)
- [15.12: Relief of Engineer or Conductor During Trip](#)
- [15.12.1: Relief of Engineer or Conductor at Crew Change](#)
- [15.13: Voiding Track Bulletins](#)
- [15.13.1: Verbally Raising a Speed Restriction](#)
- [15.14: Delivering Track Bulletins](#)

15.0: TRACK BULLETIN RULES - TRACK CONDITION SUMMARY

Form B's will have asterisks before and after the bulletin. When flags are displayed in less than the prescribed distance, the milepost and direction will be shown. If flags are not displayed "NOT" will be shown.

Example: Track Condition Summary

NO: (Track Warrant) TO: (Train ID)

Subdivision (000)

42683(2) 42554(3) 42276(2) 42034

| LINE NO. | LIMITS | | TRACK(S) | FLAG | FOR | FROM | UNTIL |
|----------|---------|-------|----------|-------|-----|------|-----------|
| | FROM MP | TO MP | AFFECTED | AT MP | DIR | DATE | DATE TIME |

FORM A NO. 42683

| | | | | | | | |
|----|------|----|----|------|----|-----|---------------|
| 1. | 43.9 | 44 | 40 | MT 2 | 43 | WWD | 04/07/14 1220 |
|----|------|----|----|------|----|-----|---------------|

| | | | | | | | |
|----|------|------|----|------|--|--|---------------|
| 2. | 46.6 | 47.1 | 40 | MT 2 | | | 04/11/14 1318 |
|----|------|------|----|------|--|--|---------------|

FORM A NO. 42554

| | | | | | | | |
|----|----|------|----|------|--|--|---------------|
| 1. | 51 | 51.2 | 40 | MT 2 | | | 04/10/14 1102 |
|----|----|------|----|------|--|--|---------------|

| | | | | | | | |
|----|------|------|----|------|--|--|---------------|
| 2. | 55.5 | 55.6 | 40 | MT 2 | | | 04/10/14 0100 |
|----|------|------|----|------|--|--|---------------|

| LINE NO. | LIMITS | | TIME | TRACK(S) | FLAG | FOR | GANG |
|----------|---------|-------|------------|----------|-------|-----|--------------|
| | FROM MP | TO MP | FROM UNTIL | AFFECTED | AT MP | DIR | NO / FOREMAN |

*****FORM B NO. 42276*****

ON 04/14/14 RULE 15.2 APPLIES WITHIN THE FOLLOWING LIMITS:

| | | | | | | | |
|----|-----|-----|-----------|------|-----|-----|-----------|
| 1. | 113 | 118 | 0700 1900 | MT 1 | 112 | WWD | 4763 GUTZ |
|----|-----|-----|-----------|------|-----|-----|-----------|

| | | | | | | | |
|----|-----|-----|-----------|------|-----|-----|-----------|
| 2. | 113 | 118 | 0700 1900 | MT 2 | 112 | WWD | 4763 GUTZ |
|----|-----|-----|-----------|------|-----|-----|-----------|

| LINE NO. | LIMITS | | TRACK(S) | FLAG | FOR | FROM | UNTIL |
|----------|---------|-------|----------|-------|-----|------|-----------|
| | FROM MP | TO MP | AFFECTED | AT MP | DIR | DATE | DATE TIME |

FORM A NO. 42554

| | | | | | | | |
|----|-------|-------|----|------|--|--|---------------|
| 3. | 114.4 | 116.3 | 60 | MT 2 | | | 04/10/14 1118 |
|----|-------|-------|----|------|--|--|---------------|

FORM C NO. 42034

Date 04/03/14

1. SIDING AT WILD OUT OF SERVICE SWITCHES ARE SPIKED AND TAGGED

For Train Movements in the Opposite Direction.

Example: Track Condition Summary

NO: (Track Warrant) TO: (Train ID)

Subdivision (000)

42276(2) 42554(3) 42683(2) 42034

LINE LIMITS TIME TRACK(S) FLAG FOR GANG
NO. FROM MP TO MP FROM UNTIL AFFECTED AT MP DIR NO / FOREMAN

*****FORM B NO. 42276*****

ON 04/14/14 RULE 15.2 APPLIES WITHIN THE FOLLOWING LIMITS:

1. 118 113 0700 1900 MT 1 112 WWD 4763 GUTZ

2. 118 113 0700 1900 MT 2 112 WWD 4763 GUTZ

LINE LIMITS TRACK(S) FLAG FOR FROM UNTIL
NO. FROM MP TO MP MPH AFFECTED FLAG AT MP DIR DATE TIME DATE TIME

FORM A NO. 42554

3. 116.3 114.4 60 MT 2 04/10/14 1118

2. 55.6 55.5 40 MT 2 04/10/14 0100

1. 51.2 51 40 MT 2 04/10/14 1102

FORM A NO. 42683

2. 47.1 46.6 40 MT 2 04/11/14 1318

1. 44 43.9 40 MT 2 43 WWD 04/07/14 1220

FORM C NO. 42034

DATE 04/03/14

1. SIDING AT WILD OUT OF SERVICE SWITCHES ARE SPIKED AND TAGGED

Below the last line of data there will be a blank line then the page number. Nothing should be printed below the page number.

OK times and Train Dispatchers initials are not shown.

Form A and Form B Track Bulletins

On the subdivision summary page, the track bulletin number for Form A and Form B bulletins will have, in parenthesis, the number of line items for that track bulletin. Because of the sorting by milepost, any particular Form A or Form B bulletin may be split by another Form A or Form B in the body of the Track Condition Summary.

Form C Track Bulletins

Form C track bulletins for a particular subdivision will be listed after the Form A and Form B bulletins for that subdivision with two exceptions.

- Listed first on the Track Condition Summary will be Form C bulletins that apply to the entire system. The subdivision heading will be "System Bulletin All Subdivisions".
- Form C bulletins issued on multiple subdivisions will be listed next. These will only be listed once; the subdivision heading will show all the subdivisions that the bulletin has been issued on.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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15.1: Track Bulletins

Track bulletins must not be changed unless specified by Rules 15.1.1 (Changing Address of Track Warrants or Track Bulletins) or Rule 15.13 (Voiding Track Bulletins). The train dispatcher will issue track bulletins as required. Track bulletins will contain information on all conditions that affect safe train or engine movement. Forms other than track bulletin Forms A and B may be used when necessary.

Receipt and Comparison of Track Bulletins

At their initial station, unless otherwise instructed by the train dispatcher, the conductor and engineer must receive track bulletins affecting their train's movement:

- By a track warrant, unless the track warrant shows 'NONE' or 'NO.'
- or
- In a manner designated by special instructions. All rules that apply to track bulletins also apply.

The conductor and engineer must have copies of all track bulletins and other instructions required. Each crew member must read and understand them.

All crew members are responsible for complying with the requirements of track bulletins and reminding each other of those requirements.

At the initial station, when outbound crew members receive track warrants and track bulletins from inbound crew members, the conductor and engineer must compare the track warrants and track bulletins with each other and with the train dispatcher before proceeding.

At locations where track warrants listing track bulletins are received by printer or fax, crew members must verify that route description, if printed, covers the intended route of their train and that the track warrant includes the correct train ID and train symbol of their train. If it does not, contact the train dispatcher and determine if the track warrant is valid. Also, crew members must check the date and "OK" time on the track warrant and if the track warrant is over 4 hours old, contact the train dispatcher and determine if additional track bulletins are needed.

Note: After receiving track warrant, if a crew is assigned to operate a train with a train symbol different than the one listed on their track warrant, the above applies.

Application:

Having a copy of the '**Track Condition Summary**' meets the requirement of having a copy of the bulletins listed.

Rule Updated Date

May 2, 2016

System Special Instructions

Effective Date: May 2, 2016

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15.1.1: Changing Address of Track Warrants or Track Bulletins

If the address must be changed on a track warrant used to deliver track bulletins only or a track bulletin that does not grant authority according to Rule 15.3 (Authorizing Movement Against the Current of Traffic), the train dispatcher may verbally change the track warrant number, train symbol, engine identification, direction, or date. However, crews performing yard or hostling service, using the main track at a yard or terminal, may change the engine number or train symbol on track warrants or track bulletins received from the train dispatcher without communicating with the train dispatcher.

Rule Updated Date

July 18, 2017

System Special Instructions

Effective Date: June 1, 2018

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15.2: Protection by Track Bulletin Form B

Display track flags as specified in Rule 5.4.3 (Display of Yellow-Red Flag) and Rule 5.4.7 (Display of Red Flag).

A train must not enter the limits unless instructed by the employee in charge. A train within the limits at the time the track bulletin Form B takes effect must not make further movement until instructed by the employee in charge.

A crew member must attempt to contact the employee in charge sufficiently in advance to avoid delay, giving the train's location and track being used. The crew member must inform the employee in charge if there are any excessive dimension loads in the train. The employee in charge will use the following format to establish communication with the train:

Foreman (name and/or gang number) using Track Bulletin No.____ (specifying line number when necessary) between MP____ and MP____ (specifying subdivision when necessary).

Trains within the limits, unless otherwise restricted, must move at the speed(s) specified by the employee in charge as stated in Item A (Instructions).

A. Instructions

After communication with the train has been established, the employee in charge will use the following format to grant a train permission to proceed through the Form B limits:

- (Train ID) may pass the red flag at MP____ and proceed at (one of the following), (specifying track when necessary):
 - "Maximum Authorized Speed"
 - "Restricted Speed"
 - A speed specified by the employee in charge

Two additional speeds may be given to restrict a train's movement through a portion of the limits, by adding the following:

- Do not exceed ____MPH between/at MP____ and MP____ (or other location).

To require a train to stop at a designated location within the limits, add the following:

- Stop at MP____ (or other location) until additional instructions are received.

When men or equipment foul adjacent track(s), add the following:

- Men or equipment fouling (specify track).

B. Repeat Instructions

A crew member must repeat the above instructions, and the employee giving the instructions must acknowledge them before they can be followed.

Once instructions are received from employee in charge, if the track route changes from previous instructions received, contact employee in charge to determine that original instructions received are valid on new track route before proceeding on the new route. The movement must not change direction without permission from the

employee in charge.

Application:

When two Form B track bulletins meet at adjoining subdivisions resulting in a continuous Form B restriction with the same employee in charge and the same time limits, the employee in charge may grant permission and give instructions to the train concerning both Form B's at the same time. The communication will begin using the following format:

Foreman (name) using 2 track bulletins. Track Bulletin No. ____ Line No. ____ Subdivision ____ and Track Bulletin No. ____ Line No. ____ Subdivision ____ between MP ____ and MP ____ (outer mileposts).

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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15.2.1: Protection for On-Track Equipment

Track bulletin Form B may be used to protect on-track equipment, such as rail detector cars, without using yellow-red flags. Identify protected equipment in the track bulletin.

While trains, engines, and protected equipment are in track bulletin limits, they will otherwise be governed by Rule 15.2 (Protection by Track Bulletin Form B). The same track bulletin must not protect other gangs and equipment.

Rule Updated Date

April 7, 2010

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15.2.2: Protection of Non-Railroad Contractors

When authorized non-railroad employees or non-railroad contractors are working near a main track or controlled siding, protection will be provided as outlined below.

- When working within 10 feet of the track, protection will be provided by use of a track bulletin, track and time, track permit, track warrant, or other means of protection. Except in California or when work will be performed foul of the track, a Form C track bulletin may be used:

"EFFECTIVE ON (DATE) FROM (TIME) UNTIL (TIME) BETWEEN MP___ AND MP___
PROCEED PREPARED TO STOP SHORT OF MENAND EQUIPMENT NOT TO EXCEED
20 MPH UNLESS INSTRUCTED OTHERWISE BY FOREMAN (NAME)."

Train receiving track bulletin must proceed within the limits prepared to stop short of men and equipment and not exceed 20 MPH until leading wheels have cleared the limits unless instructed otherwise by the employee in charge. Whistle signal 5.8.2 (8) will be sounded.

- When working between 10 and 25 feet of the track, trains will be notified of their presence by issuance of a Form C track bulletin that reads:

"CONTRACTORS ARE WORKING AT LEAST 10 FEET FROM THE TRACK AT THE
FOLLOWING LOCATION(S): (IDENTIFIED AT MP___ OR BETWEEN MP___ and
MP___)."

A watchman must ensure workers and equipment remain at least 10 feet from the track.

Railroad employees who observe work being performed within the boundaries of railroad right-of-way without notification as outlined above should report this information to the train dispatcher for further action.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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15.3: Authorizing Movement Against the Current of Traffic

Where Rule 9.14 (Movement with the Current of Traffic) is in effect, a track bulletin may authorize movement against the current of traffic as follows:

1. "(Train) will use _____ track against the current of traffic (point) to (point)."

The train must use only the track specified between these points. Opposing trains must not leave the last point until the train arrives. The train dispatcher must not authorize a following train to move against the current of traffic until the previous train has cleared the last point.

The example may be modified as follows:

- a. "After (opposing train) arrives at (point) (train) will use _____ track against the current of traffic (point) to (point)."

The train that will move against the current of traffic must not leave the first point until the opposing train arrives.

Trains directly affected in both directions must receive this track bulletin and must not:

- Clear the main track.

- Allow a following train to pass.
OR
 - Pass a preceding train, unless authorized by the train dispatcher.
2. "(Time) until (time) (date) all trains use ____ track between (point) and (point). All trains must stop before fouling _____ track between these points unless directed to proceed by employee in charge of switches or by train dispatcher."

This bulletin may also contain information on public crossing protection, switches spiked, intermediate flagman, and so forth.

Following Movement. A train may not follow another train against the current of traffic until the previous train has cleared the limits, passed a designated location, or passed a flagman located at the next intermediate point. Flag protection is not required against following trains.

Flagman Provided. When flagmen are provided, the example will be modified by adding:

- "Intermediate flagman located at (point). Trains moving against the current of traffic must stop short of flagman unless directed to proceed."

Extending Time. Time may be extended by issuing another track bulletin as follows:

- "Track bulletin No. __ is extended until (time)."

This bulletin will be used when one or more tracks will be removed from service, and all trains in both directions must use the remaining track as directed by the train dispatcher or an employee in charge of switches at each end of the designated limits.

The train dispatcher will authorize movement between the designated points and issue the track bulletin and necessary instructions to the employee in charge of switches. This employee may verbally direct movement or use hand signals. Also, the train dispatcher may use a controlled signal indication to authorize movement.

All affected trains must receive a copy of the track bulletin.

Rule Updated Date

April 7, 2010

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15.4: Protection when Tracks Removed from Service

Before a track is removed from service it must be protected.

A track bulletin may protect tracks removed from service by designating the track and naming the points at each end of the track. Trains must not use this track unless the track bulletin states the name or title of an employee who may authorize use. This person will direct all movements. Movements must be made at restricted speed unless instructed otherwise by the employee in charge. Movements may then proceed as instructed and in accordance with signal indications.

The control operator must grant authority to pass an absolute signal displaying a Stop indication at control points at either end of the out of service track. Except at interlockings, after stopping, movements may pass Stop indications within the out of service track. When required, the train dispatcher must advise crews of alternate routes and switch positions.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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15.5: Protection When Tracks Blocked With Equipment

Notify the train dispatcher when main tracks, sidings, or other tracks that are normally clear are blocked with equipment and cannot be cleared.

When the main track is blocked, provide protection as specified by Rule 6.20 (Equipment Left on Main Track).

Rule Updated Date

April 7, 2010

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15.6: Change of a General Order, Special Instruction, or Rule

When authorized by the designated manager, a track bulletin may be used to issue, change, or cancel general orders, special instructions, or rules.

General orders or special instructions cancelled by track bulletins must not be reinstated. The track bulletin must remain in effect until the general order that contains the change is posted.

Rule Updated Date

April 7, 2010

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15.7: Copying Track Bulletins

The conductor and the engineer must each have a copy of the track bulletins issued to their train, and each crew member must read and understand them. The copy must show the date. The following must occur when track bulletins are transmitted verbally:

1. An employee will enter all of the information on the track bulletin.
2. The employee will repeat the information to the train dispatcher.
3. The train dispatcher will check it and, if correct, will say "OK" and give the time and his initials.
4. The employee will enter the "OK" time and the train dispatcher's initials on the track bulletin and repeat them to the train dispatcher.

Employees may relay track bulletins.

Rule Updated Date

April 7, 2010

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15.8: Duplicating Track Bulletins

Employees who reproduce track bulletins with a duplicating machine do not need to repeat them to the train dispatcher.

Duplicated track bulletins must not be delivered or used until they are checked and verified as:

- Legible.
- Duplicated in their entirety.

Rule Updated Date

April 7, 2010

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15.9: Mechanical Transmission of Track Bulletins

Repetition is not required when track bulletins are transmitted mechanically. The "OK" time will be given when the track bulletin is issued.

Rule Updated Date

April 7, 2010

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15.10: Retaining Track Bulletins

Employees must keep and comply with track bulletins on all trips during the tour of duty when track bulletins were received.

When directed by the train dispatcher, track bulletins may be retained for use during the next tour of duty. Before initiating movement on the main track on the next tour of duty, a crew member must verify from the train dispatcher that no additional track bulletins are needed.

Rule Updated Date

April 7, 2010

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15.11: Not Used

Rule Updated Date

April 7, 2010

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15.12: Relief of Engineer or Conductor During Trip

When being relieved before a trip is finished, contact the train dispatcher and comply with instructions concerning the handling of track warrants, track bulletins, and other instructions.

When crew members are called to relieve a train at other than the initial station, crew members must contact the train dispatcher before leaving the initial station and determine if any track warrants, track bulletins, or other instructions must be obtained.

Comparison of Information

The relieving conductor and engineer must compare:

- Track warrants, track bulletins, instructions, and pertinent information with each other.
- Their track warrant for bulletins number with the train dispatcher. The train dispatcher will verify that the warrant includes all required track bulletins and will provide any additional restrictions required for the route.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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15.12.1: Relief of Engineer or Conductor at Crew Change

When making a crew change, relieving crew members must determine from the inbound crew if there are any unforeseen restrictions issued that have not been fulfilled/traversed or tasks in progress (e.g. air test). When not relieved by another crew, the inbound crew must leave this information in writing for the relieving crew and notify the dispatcher of tasks not completed. In addition, at locations where a yardmaster is on duty, the yardmaster must also be notified.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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15.13: Voiding Track Bulletins

To void a numbered line on a track bulletin, a part of a track bulletin, or an entire track bulletin, the train dispatcher may do one of the following:

A. Voiding Track Bulletins Verbally

Void the track bulletin by verbally using one of the following examples:

1. "Line (number) of track bulletin No. reading (quote the line to be voided) is void."
2. "That part of track bulletin No. reading (quote the part to be voided) is void."
3. "Track bulletin No. is void."

Employee must repeat the information to the train dispatcher. If correct, the word "VOID" will be entered to indicate that portion is no longer in effect.

B. Issue Track Bulletin or a Track Warrant to Void a Track Bulletin

Issue a track bulletin or use the lines designated on Box 12 on a track warrant using one of the following examples:

1. "Line (number) of track bulletin No. ___ is void."
2. "That part of track bulletin No. ___ reading (quote the part to be voided) is void."
3. "Track bulletin No. ___ is void."

Where paper copies are used, employee will keep a copy of the track warrant or track bulletin that made it void and the word "VOID" will be entered to indicate that portion is no longer in effect.

The track bulletin or the part of the track bulletin indicated will no longer be in effect.

Rule Updated Date

September 15, 2015

System Special Instructions

Effective Date: May 2, 2016

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15.13.1: Verbally Raising a Speed Restriction

The train dispatcher may verbally raise the speed on an existing speed restriction, Rule 2.14 (Mandatory Directive) applies. The train dispatcher must identify the existing speed restriction; e.g., Form A 1234, line 2. After a crew member informs the train dispatcher they have located the speed restriction and are ready to copy, the train dispatcher will use the following format:

(Train ID) Track Bulletin _____, Line No MP ___ to MP ___, ___MPH (adding track if necessary), speed is increased to ___ MPH.

The employee will draw a line through the existing speed on the track condition summary form, write the new speed adjacent to the old speed, and then repeat the information to the train dispatcher. If the information is correct, the train dispatcher will state "OK", with the time and the train dispatcher's initials, which must be repeated by the employee.

The new speed must not be acted upon until the train dispatcher states "OK", and gives the time and the train dispatcher's initials.

Rule Updated Date

April 1, 2015

System Special Instructions

Effective Date: April 1, 2015

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15.14: Delivering Track Bulletins

Employees who copy track bulletins for delivery must deliver copies to all those addressed, unless the track bulletin is voided or transferred to a relieving employee. When employees have delivered copies to all addressed, they must keep a copy on file.

Rule Updated Date

April 7, 2010

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