

NORFOLK SOUTHERN CORPORATION
OPERATIONS DIVISION

Norfolk, Virginia
August 27, 2018

ODB No. 7

All Concerned:

Operating Rule 20 "Prohibited Acts" is both a Safety Critical Rule and a Cardinal Rule and is being revised to provide additional clarification, prohibit unsafe actions, and permit related safe actions.

A summary of the rule changes is provided as follows:

- Employees are prohibited from riding on the leading end (the front of the rail car in the direction of travel) of a rail car on a shove movement unless the employee is positioned behind a horizontal safety appliance that will prevent an employee from falling off the leading end of the railcar. This restriction is intended to permit employees to ride the leading end of shove movements on certain rail cars based on the rail car's safety appliances. However, employees may only ride a tank car on a **shove movement** when they are positioned on the side of the tank car in the sill step and the tank car is equipped with two vertical grab irons. Additionally, employees are now permitted to ride on the end platform of a tank car during **pull movements**, while maintaining a secure handhold.
- Employees may only be positioned on the leading end of a railcar not equipped with a horizontal safety appliance when operating the handbrake to control movement during gravity dropping operations at approved locations listed in Timetable District Special Instructions.
- Employees may only ride in the sill step of a moving car if it is equipped with two vertical grab irons at least waist high or a horizontal grab iron at least waist high so that the employee can stand upright in the sill step.
- Where close track centers exist and are designated by Special Instructions, employees are prohibited from riding equipment, even when there is no equipment in an adjacent track(s). Employees are permitted to ride the platform of a locomotive in tracks designated with close track centers.
- In intermodal tracks, employees may only ride on the side of equipment where loading, unloading, or parking of trailers, containers, or chassis is NOT performed. Employees are permitted to ride on the platform of a locomotive in all intermodal tracks.
- Employees are prohibited from riding inside or placing their arms or legs inside of railcars, especially those containing lading. An exception to this rule is provided when it's necessary to load or unload material in cars moving no faster than 5 mph and at locations where special instructions govern riding inside of certain car types.
- Employees are prohibited from riding on railcars and in the steps of locomotives when traversing master and/or group retarders.

- Employees are prohibited from reaching over couplers and draw heads to operate appliances, i.e. angle cocks, air hoses, etc., unless using a brake stick as prescribed by rule or when Blue Signal Protection is applied.

Effective **September 4, 2018**, Operating Rule 20 is revised with the changes highlighted in yellow and reads as follows:

20. Prohibited Acts

(a) Riding Equipment

Employees are prohibited from riding:

1. Between moving **rail** cars.
2. **Shove movements on the leading end (front) of rail cars, unless the employee is positioned behind a horizontal safety appliance that will prevent an employee from falling off the leading end of the rail car.**
NOTE: Employees must not ride shove moves on tank cars, **except as permitted by item 10. An employee may be positioned on the leading end of a rail car not equipped with a horizontal safety appliance when necessary to operate the handbrake to control the movement only at approved locations for gravity dropping equipment as listed in Timetable District Special Instructions.**
 This rule does not prohibit an employee from riding under the slope sheet of a hopper or covered hopper.
3. In the sill step of a moving car unless equipped with a horizontal grab iron at least waist high, or two vertical grab irons **at least waist high**, so located that the employee can stand upright on the **sill** step.
4. Equipment on tracks designated by Special Instructions to be restricted account close track centers.
NOTE: This rule does not prohibit an employee from riding on the platform of a locomotive in these tracks.
5. On close clearance side, between, or on leading end (front) of equipment moving adjacent to platform, building, or close-clearance structure. They must not stand between moving equipment and adjacent platform, building, or close-clearance structure.
6. **Equipment on the side of** intermodal yard tracks used for loading, unloading, or parking trailers, containers, or chassis. These areas of the track are commonly called “pad tracks” or “strips.”
NOTE: This rule does not prohibit an employee from riding on the platform of a locomotive in these tracks.

When riding loaded TOFC or COFC equipment, employees must not place any portion of their body in pinch points between:

- Raised bridge plates and equipment loaded on TOFC cars.
- Containers and chassis of highway vehicles loaded on TOFC cars.
- Containers and the container mounting device on COFC cars.

NOTE: A “pinch point” is any point at which it is possible to be caught between the moving parts of equipment, between moving and stationary parts of equipment, or between the material being worked and the moving parts of equipment.

7. The side of equipment on automotive ramp and prep yard tracks, or tracks immediately adjacent to automotive ramp and prep yard tracks, unless specifically authorized by division or terminal instructions.
8. **Inside** or placing arms or legs in cars, **especially cars loaded with lading**, except when necessary to load or unload material in cars moving no faster than 5 MPH or at locations for certain car types governed by special instructions.
9. The end of a car if a shift of lading on adjacent car can cause injury.
10. On tank cars **during shove movements**, unless positioned in the sill step of a tank car equipped with two vertical grab irons.
NOTE: Employees are permitted to ride on the end platform of a tank car with a secure handhold during pull movements.
11. **On railcars and in the steps of locomotives while traversing master and/or group retarders.**

(b) Mounting / Dismounting or Crossing Over Between Equipment

Employees are prohibited from:

1. Crossing over between moving coupled cars, or on end of moving cars.
2. Crossing over between coupled cars unless duties require, then must maintain secure handhold and use a sill (end) platform if possible.

(c) Working On or About the Tracks

Employees are prohibited from:

1. Walking or standing between the rails or in the foul (e.g. head of ties) of a track unless necessary in performance of their duties.
2. Leaving equipment in the foul of any adjacent track.

3. Adjusting couplers or coupling air hoses between equipment on a bowl (classification) track in an automated hump yard until confirmation is received that the switch providing access from the hump has been lined against movement to that track and the control lever for that switch has been blocked.
4. Sitting, standing, or stepping on handrails, brake wheels, cut levers, couplers, sliding center sills or trucks.
NOTE: Employees loading, unloading, or repairing cars may, if necessary, stand on couplers or trucks when equipment is protected by blue signal. Stepping on a coupler and / or cut lever while crossing standing cars protected by blue signal is prohibited.
5. Adjusting couplers or knuckles with foot.
6. Operating hand brakes with foot.
7. Stepping on rails, guard rails, switches, or frogs.
8. Leaning out of windows or from walkways of locomotive when approaching or passing bridge structures that extend above track.
9. Reaching over couplers and draw heads to operate appliances.
NOTE: This is only permitted when using a brake stick as prescribed by rule or when Blue Signal Protection is applied.

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Executive Vice President, and
Chief Operating Officer