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Revised: 7/29/2016

DEFINITIONS

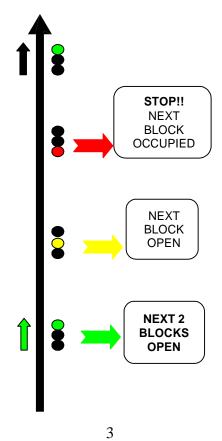
<u>ADVISORY</u> – Information transmitted by **Metro Control** that does not require acknowledgement.

<u>BLOCK</u> – A length of track of defined limits, the use of which is governed by block signals.

<u>BLOCK SYSTEM</u> – A series of consecutive blocks.

- A. <u>Automatic Block System (ABS) A series</u> of consecutive blocks governed by block signals activated by a train, or by certain conditions affecting the use of a block. (See Opposite Page)
- B. Manual Block System (MBS) A method by which train movements in <u>signalized territory</u> must be made under special conditions such as opposing or following moves on single track without signal protection and following moves on double track without signal protection (movement to be made as prescribed in Rule 3.84).

AUTOMATIC BLOCK SYSTEM



<u>BRAKE (TRAIN)</u> – Electric and/or mechanical device to slow trains or bring them to a stop, including:

- A. <u>Dynamic</u> A method of train braking whereby the kinetic energy of a moving train is used to generate electric current by the traction motors, which is then dissipated through resistors.
- B. <u>Friction</u> Power operated system applying stopping forces to brake discs on each axle.



C. <u>Track</u> – An electro magnetic brake located between the wheels of each truck that operates through direct contact with the running rail. Applied as the second step in an emergency braking process.



 $\frac{BULLETIN}{\textbf{Control}} - Information transmitted by \textbf{Metro} \\ \textbf{Control} \ \ that requires acknowledgement.$

<u>CONFIRMED HOLD</u> – A procedure of holding rail transit vehicles including on- track equipment at a location designated by Metro Control.

<u>DIVERGING ROUTE SIGNAL</u> – A fixed signal that displays a flashing green, flashing yellow, or flashing white aspect, or a solid diagonal white bar when a main line switch is aligned for the diverging move.

<u>DETECTABLE</u> <u>WARNING</u> <u>TILE</u> (<u>DWT</u>) – a standardized surface feature built in or applied to walking surfaces or other elements to warn visually impaired people of hazards on a circulation path

<u>DEADMAN</u> – A device used on rail vehicles that must be held in the operating position while the vehicle is in motion and will bring the vehicle to a stop when released.





<u>ELECTRIC LOCK</u> – An electric, time controlled lock device affixed to a track switch.



<u>EMPLOYEE</u> – Any employee of the District or contractor working for the District who has received OTS training.

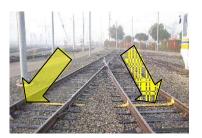
EMPLOYEE IN CHARGE (EIC) – LR Personnel with responsibility for coordinating and ensuring safety, including use of Roadway Worker protections, at a right-of-way worksite. In the case of a "minor task", the EIC would be the Roadway Worker performing the task if alone. Only one EIC may ensure safety over a ROW work zone.

EXTRA TRAIN – A train authorized by **Metro Control** It may be designated as an "extra" with the purpose defined (e.g., work extra, training extra, etc.).

FIFTEEN SECOND RULE – A rule that requires roadway workers to be clear of the tracks 15 seconds prior to the arrival of any train or equipment at maximum authorized speed.

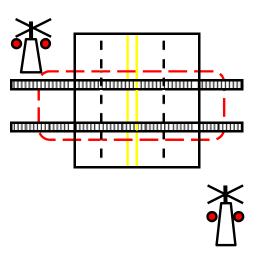
<u>FLAG PERSON</u> - LR Personnel designated to direct or restrict the movement of trains or equipment past a designated point on a track for the purpose of providing OTS. These personnel shall not engage in any other activity other than the sole job of a Flag Person. Where practical and safe, the Flag Person must be in full view of the approaching train.

<u>FOULING POINT</u> – The closest point to which a train may approach a switch from the trailing direction without being in danger of collision with a train passing on another track. Fouling points are indicated by a yellow track tie in the yard.



ISLAND CIRCUITRY -

A section of track that activates the grade crossing per rule 7.8.



<u>LIGHT RAIL PERSONNEL</u> –Regional Transit employees who are safety sensitive and have specialized training including certification in the Light Rail Rule Book.

<u>LINE OF SIGHT</u> – The ability to stop within one half the range of vision.

LOOK OUT - Trained and qualified Light Rail Personnel designated to provide on- track-safety to LR Personnel and to provide advance warning of approaching trains or equipment. These LR Personnel shall not engage in any other activity other than the sole job of a Look Out and remain in a place of safety.

LRT- Light rail transit. LRV – Light rail vehicle.

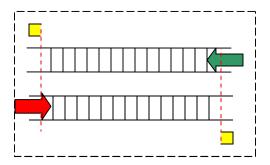
<u>METRO CONTROL</u> – The central office of the rail division that authorizes all train movements on the main line.

MINOR TASK – Tasks without tools unless approved where an individual can continue to look out at least every five seconds for oncoming trains or equipment and where they can be performed without violating the 15 second rule.

Minor tasks are limited to the following:

- Retrieving or removing an item from the track.
- Switch tending, including the use of a switch bar.
- o Taking photographs with a stand-alone camera.
- o A visual inspection at a specific location, deemed an immediate concern or need.
- o The use of any CPUC approved tool or task

OCCUPIED STATION - A station is considered occupied when a train has entered the station and passed the E/H Ramp for the opposing direction of travel.



<u>OPERATING BULLETIN</u> - Written instructions and/or orders issued daily by **Metro Control** .

<u>OPERATING TIMETABLE</u> – The written authority for revenue trains to operate on the main line subject to the times and conditions of the timetable.

OVERHEAD CONTACT SYSTEM (OCS)

That part of the overhead line equipment including the catenary, catenary supports, overhead wire, foundations, counterweights and other equipment and assemblies, that delivers electric power from the substation to the LRV.



PA - Public address system

<u>PANTOGRAPH</u> – A current collection device mounted on the A-section of the LRV.



<u>PLACE OF SAFETY</u> – A space along the Right of Way which is identified where person or persons can safely get sufficiently clear of any on-track equipment moving on any track.

<u>PROCEED WITH CAUTION</u> – To operate at a speed according to conditions, prepared to stop short of a train, unlined switch, or other obstruction, or before reaching a stop aspect or signal.

<u>REVENUE TRAIN</u> – A train designated by the LRT timetable.

<u>REVERSE RUN</u> – Double Track: Operation against the normal current of traffic. Single Track: Changing direction of operation at any location other than a terminal.

<u>ROADWAY EQUIPMENT</u> – A fixed steel wheel machine used on the track for maintenance, repair, construction, or inspection of track.

ROADWAY WORKER – Any Light Rail Personnel or authorized person performing work on or along the Right of Way.

R-O-W - Right of Way - The area of property the track passes through.

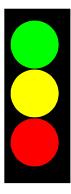
Semi-exclusive R-O-W has protected grade crossings and restricted access which may be posted as "private property no trespassing." It is only accessible to Light Rail Vehicles and authorized Light Rail Personnel.

Non-exclusive R-O-W is the area where trains run in mixed traffic with embedded track on paved streets passing through intersections and pedestrian walkways or malls. <u>SIGNAL</u> – A method or device conveying information affecting movement of a train.

A. <u>Approach Signal</u> – A fixed signal used in connection with one or more signals to govern the approach to a block signal.

B. <u>Audible Signal</u> – A signal in which the indication is given by long and short sounds of the horn.

C. <u>Block Signal</u> – A fixed signal at the entrance of a block to govern trains entering and using that block.



The aspects of a Block Signal also give an "Approach Signal" indication based upon the occupancy in the next two blocks.

K. Reverse Route Signal – A fixed signal that displays a flashing red or a flashing white bar aspect.

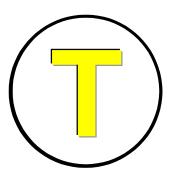
Flashing red indicates a reverse route has been established.

Flashing white bar aspect indicates traffic preemption is established.

L. Reverse Run Signal – A dwarf signal that displays a solid red aspect. Used for reverse running in double track areas.



P. <u>Traffic Indicator Signal</u> – A fixed signal that displays a yellow "T" to indicate when traffic signals permitting LRV movement are displayed. Traffic controls prohibiting turns that conflict with LRV movement are not displayed.



SIGNAL ASPECT – The appearance of a signal.

<u>SIGNAL FIXED</u> – A signal of fixed location indicating a condition affecting the movement of a train. Fixed signal covers such signals as block, interlocking, reduce speed, resume speed signs, stop signs, switch position indicators, yard limit signs and other means for displaying indications that govern the movement of a train (traffic signals are excluded).

<u>SLOW ORDER</u> – An order requiring a reduction of the normal authorized speed on a portion of track.

<u>SPECIAL INSTRUCTIONS</u> – Written, oral, or radio instructions that draw attention to and/or govern movements on any portion of track in the system.

SPEED:

- A. Normal The maximum authorized speed.
- B. Restricted A speed that will permit stopping short of a train, obstruction or switch not properly lined, but not exceeding 10 mph.
- C. Slow A speed that will permit stopping within one-half the range of vision but not exceeding 25 mph.
- D. Walking An extremely slow speed which would allow a person on foot to walk at a normal pace along side of the train as it is moving.
- E. Yard A speed that will permit stopping within one-half the range of vision but not exceeding 10 mph.

<u>SWITCH</u> – A pair of switch points with their fastenings and operating rods providing the means for establishing a route from one track to another.

A. <u>Crossover</u> – A pair of switches and connecting track in double track areas arranged so that a train can proceed from one track to the other.



B. Facing Point – A switch placed so the switch points face the approaching train.



<u>TRACK WORK</u> – The rails, switches, frogs, fastenings, pads, ties and ballast or track support slab over which trains are operated.

A. <u>Double Track</u> – Two main tracks where the current of traffic is in a specified direction on each track.



B. <u>Main</u> (main line) – The track so designated by the map in the public timetable.

E. $\underline{\text{Single Track}}-\text{One main track on which trains are operated in both directions.}$



F. $\underline{\text{Spur}} - \text{A}$ secondary track with access from only one end.



YARD – A system of tracks provided for the making up of trains, storing LRVs and for other purposes, over which movements not authorized by timetable or train order may be made, subject to prescribed signals, rules, and special instructions.

SECTION 1: GENERAL RULES

- 1.0 Light Rail Personnel must conduct themselves in a safe, courteous, professional and cooperative manner at all times.
- 1.1 Being under the influence of liquor, illegal drugs or misuse of all other drugs while on duty is prohibited. Light Rail Personnel so charged will be subject to the provisions of their respective labor agreements.
- 1.2 The use of tobacco or electronic cigarette products by Light Rail Personnel while in an LRV or non-revenue vehicle is prohibited. Use is only permitted in the designated outdoor areas provided.
- 1.3 Light Rail Personnel are responsible for reading the Bulletin Board each day prior to starting work.
- 1.4 Light Rail Personnel shall not permit their attention to be diverted from the operation of their vehicle.
- 1.5 When on duty, Light Rail Personnel must carry a reliable watch, adjusted to the correct time.

- 1.6 Light Rail Personnel must report immediately to **Metro Control** all accidents, injuries or conditions that they observe that may endanger the safety of passengers, employees, system security or the general public. Written reports, if required, must be turned in within the time limits.
- 1.7 All Light Rail Personnel shall wear their regulation uniform or any additional authorized items while on duty.
- 1.8 Light Rail Personnel are responsible for the safe and proper handling of lost articles.
- 1.9 Light Rail Personnel are responsible for carrying out the instruction of supervisory Light Rail Personnel or other persons of proper authority (e.g., police officer or fire fighter). Any unsafe instructions must be reported immediately.
- 1.10 Violation of any rule or procedure without proper authorization is not permitted.
- 1.11 Gambling while on duty or on District property is not permitted.
- 1.12 Inattention to duty by any Light Rail Personnel is prohibited.

- 1.13 Light Rail Personnel must notify **Metro Control** immediately if damage to grade crossing equipment has been reported or observed.
- 1.14 Light Rail Personnel are responsible for the care and security of equipment and shall report any instance of loss or damage.
- 1.15 Light Rail Personnel shall not obstruct or tamper with any camera system. Light Rail Personnel so charged will be subject to the provisions of their respective labor agreements.
- 1.16 Whenever operating a train, all cell phones and PED's must be powered off and stowed in compliance with CPUC GO 172 series.
- 1.17 While working as a roadway worker fouling the track or controlling train movement, the use of cell phones or personal electronic devices (PED's) are strictly prohibited.

Rules 1.16 and 1.17 will be enforced within the context of a "Zero Tolerance Policy" established by the District.

SECTION 2: OPERATING RULES

- 2.0 All Train Operators shall be required to report twenty (:20) minutes before their runs are scheduled to pull out of the division and five (:05) minutes before making a relief.
- 2.1 Before pulling out of the yard the LRV(s) shall be thoroughly inspected for defects. Anytime a defect is identified it must be noted on the Operator Trouble Report form for repair and defects affecting safe operation must be reported immediately to **Metro Control**
- 2.2 If a relief operator fails to appear at the scheduled time, the operator due to be relieved must notify **Metro Control** immediately. When requested, the operator must continue in route until relieved.
- 2.3 Operators shall have a current **OPERATING BULLETIN**, operating timetable, and other required supplies and equipment in their possession while on duty.
- 2.4 Operators must obtain permission from **Metro Control** before taking any train or hi-rail equipment onto the main line, and must report to **Metro Control** when clear of the main line.

- 2.5 Passenger stops will be made at every station by in-service revenue trains, unless instructed otherwise.
- 2.6 Whenever announcements are not made automatically, the train operator will announce the station name upon approaching a passenger station.
- 2.7 Trains not making passenger stops at stations shall not exceed 20 mph through stations. Non-revenue trains shall, by using the external PA system, announce "This train is out of service" and sound a continuous gong.
- 2.8 No open container of food or drink is permitted inside the operator's cab at any time.
- 2.9 Operators must not allow any person without proper authority to ride in the LRV cabs or stand at open doorways or windows. (See list of authorized staff LR SOP 12 101)
- 2.10 Light Rail Personnel shall pay particular attention to all Wayside warning devices or indicators, and notify **Metro Control** if a failure is observed.

2.11 The railroad lamp shall be on at all times except as stated below.

During the hours of darkness, neither high beam headlights nor the railroad lamp will be displayed when:

- a. a train meets another;
- b. standing or operating on yard tracks;
- c. they impair the vision of opposing traffic or others;
- d. operating in dense fog

Exception See Rule 6.9

- 2.12 Operators must have the interior passenger lights on at all times.
- 2.13 Operation contrary to the operating timetable is not permitted unless authorized by **Metro Control** .
- 2.14 Operators must report to **Metro Control** if their train is three minutes late at each and every intermediate time point.

- 2.15 Operators leaving a terminal must report to **Metro Control** as soon as their departure becomes one minute late if the expected train's location or status is unknown.
- 2.16 While operating trains on public streets, operators must comply with all traffic laws, except as provided for in Rule 3.24 and Rule 6.5.
- 2.17 The backing of LRV(s) is not permitted.
- 2.18 When coupling LRV(s), the operator must:
 - a. stop not more than six (6) feet from the point where coupling is to be made;
 - b. inspect couplers to insure alignment;
 - c. couple at a speed not to exceed 2 m.p.h.;
 - d. verify that electrical heads have extended or the drum switch is activated;
 - e. verify the proper number of LRVs in consist before proceeding
 - f. make a service brake-test application before exceeding restricted speed.

- 2.19 In case of a traction power failure, operators must:
 - a. STOP immediately
 - b. notify **Metro Control**
 - c. if safe, visually inspect all pantographs and OCS for damage. Do not lower the pantograph unless instructed.
 - d. obtain permission from **Metro Control** before proceeding.
- 2.20 Signal aspects must be strictly observed. Passing a restrictive or loss of power signal without authorization from **Metro Control** is **not** permitted.
- 2.21 Holding the DEADMAN by any means other than the operator's hand or foot is prohibited.
- 2.22 Unnecessary use of the PA is prohibited.
- 2.23 The track brake must not be used over switches except in an emergency. Anytime track brakes are applied over switches **Metro Control** must be notified immediately to have Wayside Light Rail Personnel inspect the switch for damage and or sand.

- 2.24 Operators must proceed with caution, when operating under "Line of Sight" rules outside of ABS territory.
- 2.25 Operators entering a station that is occupied by another LRV shall:
 - a. not exceed restricted speed.
 - b. sound the gong continuously until past the trailing cab of the opposing train.

See "Occupied Station". Under Definitions

- 2.26 Operators shall enter the proper route code to display the appropriate destination signs at each end of the train.
- 2.27 Operators must comply with all operating instructions.
- 2.28 Unnecessary schedule delays are prohibited.
- 2.29 Station stops must be made with the passenger door directly behind the operator aligned with the Senior & Disabled boarding ramp.

- 2.30 Operators must not leave an LRV standing beyond the fouling point limits.
- 2.31 Reverse running on the main line is prohibited unless authorized by **Metro Control** .
- 2.32 Light Rail Personnel must obtain permission from **Metro Control** before utilizing any route selector or TWC Command to cancel a route, grade crossing protection or select an alternate route.
- 2.33 Train number indicators must be properly displayed in the cabs at each end of the train.
- 2.34 Operators reporting for duty will obtain track status from Metro Control. Gold Line/Green Line Operators will obtain a Track Status update at the time of their relief.
- 2.35 Operation in ED/APC is prohibited unless authorized by **Metro Control**. Before moving in ED/APC, the Operator must confirm that all doors have closed and passengers are clear of the train.
- 2.36 Operators shall properly deploy the S&D equipment at the leading cab to avoid personal injury and or damage to equipment.

- 2.37 Operators are responsible for having the correct TWC route and train number entered at all times.
- 2.38 When entering a TWC Command, the operating cab must be over a TWC loop with an "over the loop" icon displayed on the TWC display panel.
- 2.39 When leaving a terminal, operators shall notify **Metro Control** with the Train number, the Route Code and Lead LRV number if a Gold Line Train.

If the departure is not on schedule, notify Metro Control how many minutes late.

2.40 LRV (s) are stored with the drive- brake lever placed in neutral (coast) / B5 - UTDC, the mode selector placed in the zero (non-cab active) position, key switch turned off and the key removed (if equipped). Additional measures are taken for cars stored at remote locations which include securing cab doors, and deaccessing (locking) exterior doors.

- 3.5 When a train has been brought to a stop due to a fixed signal indicating "stop," the operator must immediately call **Metro Control** for instructions.
- 3.6 Repairs to signals must not be made by other than authorized Light Rail Personnel.

SIGNAL COLORS

3.20 Signal Colors indicate the following:

Aspect Stop

Red Proceed with

Caution

Yellow Proceed

Green Switch Alignment

Indicator

Yellow X White As prescribed by the

rules

Red over Yellow Stop - proceed with

caution after authorization

Flashing Green Proceed - Divergent

move

Flashing Yellow Proceed with Caution -

Divergent move

Numbered Flashing Exiting the Mainline -

White Divergent move

Flashing Red Lined for reverse route

SIGNAL COLORS

HorizontalWhite Bar Stop

Vertical White Bar Proceed - Straight

Diagonal White Bar Proceed - Divergent

move

Flashing Horizontal Proceed - Reverse

White Bar Route

> White T **Proceed with Caution**

with full Traffic Signal

Protection

Yellow T **Proceed with Caution**

> without Full Traffic signal protection

Flashing White With a black P and a

diagonal slash

Stop – call METRO

CONTROL

- 3.25 A nearside crossing signal displaying a diagonal yellow aspect indicates that the grade crossing arm should be in the fully lowered position. The Operator shall proceed with caution after the appropriate audible warning has been sounded.
- 3.26 A nearside crossing signal displaying a vertical red aspect indicates that the grade crossing arm has not been lowered. The operator shall make a complete stop before passing the signal. **Metro Control** must be notified immediately and the train shall not proceed without authorization.
- 3.27 A Station Leaving Signal is a special block signal providing indications of track occupancy of the next two blocks while simultaneously indicating grade crossing protection. Operators may proceed with caution on a "yellow" aspect but remain aware the next aspect could be "red".

BLOCK SIGNALS

- 3.80 Block Signals control normal train movement within the blocks but do not permit the movement of trains contrary to the operating timetable or other rules, nor dispense with the use or the observance of other signals.
- 3.81 Operators shall not exit the main line at an interlocking signal until a red over yellow or flashing white aspect has been displayed.
- 3.82 Rules for signal by-pass: Operators are solely responsible for the safe operation of the train and verification of proper switch alignment.
- a. Operators must bring the train to a full stop prior to passing the signal that indicates "stop."
- b. Operators will contact **Metro Control** stating train number and signal location (e.g. "train #8 at signal N 712 with a red aspect").

- c. METRO Control <u>may</u> authorize the train to pass the signal if there is no conflicting movement or other unsafe condition.
- d. A train permitted to proceed must not exceed **slow speed** until it passes the next properly displayed aspect.

- e. Trains must perform a full service stop just prior to occupying a switch.
- 3.83 Under special conditions, instead of a Signal By-Pass **Metro Control** may issue an "Authorization to Pass" a stop aspect when the Controller is aware a signal will be red prior to the trains arrival at the signal.
- a. The "Authorization to Pass" a Stop Signal" is granted with an effective time.
- b. The train is not required to come to a complete stop prior to the signal displaying stop aspect.
- c. Trains may "proceed with caution" at the normal speed limit for that area on the mainline.
- d. Instructions may include proceeding to a point of reference or coupling into an LRV.
- e. Trains must perform a full service stop just prior to occupying a switch.

SECTION 5: SPEED RULES

- 5.0 Basic Speed Rule: The operator shall at all times operate at a safe speed that is consistent with weather, visibility, track conditions, traffic, and all signal indications.
- 5.1 The maximum authorized speed while operating on the main line will be 55 mph unless otherwise provided.
- 5.2 The legal speed limit while operating in non-exclusive ROW or side alignment separated with a 6" curb shall be the legal speed of parallel traffic but not to exceed 35 mph.
- 5.3 The maximum authorized speed while operating on the "K" Street and "O" Street pedestrian malls shall be 20 mph.
- 5.4 The maximum allowable speed upon entry to, and while traversing the length of the station platform, is limited to 20 mph.
- 5.5 When entering a reduced speed area, operators must be in compliance with the required speed prior to the operating cab entering the reduced speed area.

- 5.6 When leaving a reduced speed area, the operating cab must pass a resume speed indication before speed is increased.
- 5.7 The maximum authorized speed on any track that is not the main line track shall be 10 mph unless otherwise provided.
- 5.8 The maximum authorized speed in the shop shall be 4 mph.
- 5.9 The maximum authorized speed when coupling LRVs shall be 2 mph.
- 5.10 A "stop ahead" sign requires the operator to reduce speed to restricted speed before passing the "stop ahead" sign.
- 5.11 Speed signs indicate the maximum m.p.h. at which trains may be operated under <u>normal conditions</u>.
- 5.12 The maximum authorized speed while utilizing a main line crossover shall be 15 mph unless otherwise provided.
- 5.13 Trains must proceed with caution when entering a work zone protected by stop sign or a Flag Person.

SECTION 7: EMERGENCY AND SAFETY

- 7.0 The safety of passengers and the public is the first consideration. All Light Rail Personnel are required to exercise constant care to prevent injury to persons or damage to property.
- 7.1 When involved in an occurrence:
 - call Metro Control giving type of occurrence, location, and injuries if known;
 - b. obtain occurrence report information;
 - c. remain at the scene until instructed by **Metro Control** .
- 7.2 In case of fire, the operator shall do everything possible to prevent injury to passengers or damage to equipment. In the event of fire or smoke:
 - a. call **Metro Control** giving the location, and injuries if known;
 - b. if passengers are in danger, stop immediately, lower the pantograph and evacuate the train;
 - c. If passengers are not in immediate danger, proceed to the next station or point where fire equipment can approach the train, providing **Metro Control** with that location, lower the pantograph and evacuate the train;

After passengers have evacuated, the operator should take all precautions to ensure their safety and extinguish the fire if possible.

- 7.3 Light Rail Personnel will consider any overhead wire or electrical apparatus of any type "live at all times" until proper safety measures have been taken and Wayside has verified it is safe.
- 7.4 Light Rail Personnel must not step upon the head of the rail or in the area of any moveable part of a switch.
- 7.5 Prior to entering or exiting the shop ensure power is energized then:
 - a. make a safety stop;
 - b. inspect both sides of the LRV;
 - c. verify flip up bridge for OCS is in proper position;
 - c. make an external PA announcement, stating which track is to be used.
 - d. sound the gong continuously until the operating cab has passed through the shop entrance.

SECTION 9: RADIO OPERATION

- 9.0 Light Rail Personnel shall inspect the condition and proper operation of their assigned communication equipment and report any visual or operational problems to **Metro Control**.
- 9.1 Light Rail Personnel are responsible for the care and security of all equipment.
- 9.2 Light Rail Personnel shall be responsible for the proper setting of radio controls.
- 9.3 Light Rail Personnel shall operate the radio in a clear, concise, and professional manner and shall not discuss anything other than official business.
- 9.4 Light Rail Personnel shall monitor all radio traffic paying special attention to information that applies to their operation.
- 9.5 When emergency information is being transmitted, Light Rail Personnel shall refrain from interruptions until conversation pertaining to that emergency has ended.

- 9.6 Whenever the Priority Channel Marker (PCM) has been activated, the following procedure must be followed:
 - During the first three (3) minutes, no radio traffic, other than communications which pertain to the emergency are to be transmitted.
 - b. After the initial three (3) minutes, communications that are required for train movements may be transmitted, (e.g. signal bypass, operating mainline switches, entering or exiting the mainline, proceeding without a train meet, vehicles blocking the tracks, or disabling electrical/mechanical failures).
 - c. **Metro Control** will make an advisory to resume normal radio traffic when the situation is stable.
 - d. Should another emergency arise while the above procedure is in effect, Light Rail Personnel will notify **Metro Control** immediately.
- 9.7 Light Rail Personnel must report to **Metro Control** the observance of any crime, suspicious acts, or situations that may be potentially hazardous.

- 9.8 When a "BULLETIN" is transmitted, acknowledgment shall be given according to train numbers, starting with the lowest. If a train fails to acknowledge the bulletin; subsequent trains must wait for the Controller's prompt to respond out of sequence.
- 9.9 Light Rail Personnel must keep radios in their possession at all times, and will remain available to transmit or receive information unless otherwise instructed.
- 9.10 All Light Rail Personnel working on or near the ROW must have a working radio and must be monitoring the proper radio channel for their area of work.
- 9.11 Communication between trains is **not** permitted without authorization from **Metro Control** except in the case of an emergency.

COMMON RADIO CODES USED

CODE SITUATION

- 1 Bomb Threat
- 2 Non-serious Accident No injuries requiring medical transport and no vehicle damages requiring a tow.
- 3 Serious Accident or Tow Only Injuries requiring transport medical and/or vehicle damages requiring a tow.

3-D Derailment

- 4 Cancel/No Further Assistance Needed
- 5 Fire

LESS COMMON RADIO CODES USED

- 7 Meal Break
- 8 Unsanitary condition
- 12 Request for RTPS I.D. Check on Enforce Channel
- 415 Disturbance (specify type)
- 816 Biohazard condition
- 908 End of Shift or Watch
- 909 In Service
- 915 Telephone Call Requested (specify location)
- 940 Meet at (specify location)