

Report of Derailment/Collision

1. Upon notification of a derailment or collision:
 - a. Obtain exact location (railroad milepost and public access information, if known).
 - b. Protect the location.
2. Determine if ambulance or other emergency response is needed. If not known, assume ambulance is needed. Determine if crew is OK, needs assistance or relief.

3. Notify RMCC – **Blue icon on AVTEC** (or call [REDACTED]) providing following information:
 - a. Verify ambulance or other emergency response is needed
 - b. Type of incident (crossing accident, derailment, collision type either vehicle or train) What has derailed (Train, locomotive(s) railcar(s), or on-rail equipment)
 - c. Where does the ambulance need to go? (Subdivision, Mile Pole, City, State, nearest street crossing, and any local landmarks or information)
 - d. How many people are injured? What are their injuries if known?
 - e. Is there any hazmat involved?
 - f. Train Dispatcher name, position number & contact number
 - g. Train symbol and lead unit
 - h. Other critical information:
 - Available HAZMAT information
 - Nearest road crossing or public access, including information about crossings that may be blocked
 - Any additional information for emergency response
 - Is there a manager on scene or a contact number?

4. Notify Corridor Manager of all known information.
5. Contact crew(s) and inform them RMCC has been notified. Gather any additional available information.

>>>If the incident involves a **Passenger Train Emergency**, Dispatchers and Corridor Manager must ALSO follow instructions for **Passenger Train Emergency** in the Emergency Response Book and **PTEPP**.

Other Dispatcher Instructions:

- Determine if any adjacent tracks, including other adjacent modes of transportation, or public roads are obstructed and protect if necessary
- Gather information on number of cars and condition of cars (upright, on their sides, damage, commodities, leaking, etc.)
- Verify that track inspector and/or signal maintainer is notified

If train contains any HazMat or TIH/PIH cars, determine the following (Ref. Sect VIII, Form 8620, HazMat Response Instructions):

- Exact location of the emergency (station, mile post location, nearest street or crossing);
- Type of emergency;
- Status of crew members;
- Cars involved, including the initials and numbers of each car involved, and each car's condition, for example, leaking, derailed, or on fire;
- Surroundings, for example, proximity to populated areas, local bodies of water, nearby drainage ditches, or storm sewers; description of terrain; location of access roads; weather conditions;
- Resources necessary to handle the situation for example, fire, ambulance, and law enforcement agencies;
- Location where a crew member with shipping papers will meet arriving emergency response personnel.

Corridor Manager Instructions:

- Check train consist for HazMat or TIH/PIH cars
- Notify Region Sr Director Desk
- Contact appropriate railroad personnel to inspect for damage to track, signal appliances and train, if applicable
- Notify appropriate field managers
- Determine impact of incident on railroad operations and take appropriate actions (recrews, delays, tying down trains, etc.)
- Complete incident report
- Get general information for repair of track (Number of cars on ground, number of panels and/or type(s) of materials required etc.)
- Update RMCC with any additional information, as needed