



SEPTA RAILROAD DIVISION: Hours-of-Service Report Form

Initials CA	Last Name McClain	Employee Number [REDACTED]	This form must be completed, clearly and legibly, in accordance with the requirements in special instruction Q-62, paragraph C and submitted no later than seven days after the end of the at-most 14-day series.

Section 1: Report of Covered Service

Series Day	Type	Craft	Run # / Job ID	Time Off From Last Activity	On Duty			Interim Release			Relieved			Final Release			Total Time On Duty	Employee Signature
					Loc.	Date	On-Duty Time	Begin Time	End Time	Total Time	Loc.	Date	Off-Duty Time	Loc.	Date	Time Released		
1	1	E	404	8:40	WT	2/16/25	5:32M	8:30	12:56P	4:33	WT	2/16/25	7:28P	WT	2/16/25	7:28P	19:05	[REDACTED]
2	1	E	404	10:24	WT	2/17/25	5:52M	8:25M	12:56P	4:33	WT	2/17/25	7:28P	WT	2/17/25	7:28P	19:03	[REDACTED]
OFF						2/18/25	M	M	M				M			M		
OFF						2/19/25	M	M	M				M			M		
						1/1	M	M	M				M			M		
						1/1	M	M	M				M			M		
						1/1	M	M	M				M			M		
						1/1	M	M	M				M			M		
						1/1	M	M	M				M			M		
						1/1	M	M	M				M			M		
						1/1	M	M	M				M			M		
						1/1	M	M	M				M			M		
						1/1	M	M	M				M			M		
						1/1	M	M	M				M			M		

Craft Codes		Location Codes			
Asst. Conductor: AC	Student Asst. Conductor: SAC	30 th ST: 30ST	Frazer: FR	Newark: NK	Suburban: SS
Conductor: C	Student Conductor: SC	Chestnut Hill East: CE	Home: HO	Norristown: NT	Trenton: TR
Engineer: E	Student Engineer: SE	Chestnut Hill West: CW	Lansdale: LA	Overbrook: OVBK	Warminster: WM
Loco. Servicing Engineer: LSE		Doylestown: DY	Marcus Hook: MH	Paoli: PA	Wayne Elec.: WECS
		Fern Rock: FR	Market East: MK	Powelton: PY	West Trenton: WT
		Fox Chase: FC	Media: ME	Roberts: RY	Wilmington: WG

