

# Orientation for Visiting Crews and Operators

Safety is of the first importance in the discharge of duty.

## PILOT

965. The D&SNG pilot is responsible for the observance by the engineman and conductor of signals and rules, and for informing the enginemen and the conductor of the physical characteristics of the portion of the railroad over which the train is to be moved. The pilot will be held responsible with the conductor and enginemen for the safety of the train.

Crew members and operators whose functions are in any way affected by the timetable must have a copy of the current timetable with them while performing duties.

. Crew members must pass the required examinations.

G. The Use of narcotics, intoxicants or any beverage containing intoxicants by crew members while on duty, when subject to or available for duty or having in possession while on duty is prohibited.

K. To avoid annoyance to the public, crew members must be courteous, orderly and quiet.

Boisterous, profane or vulgar language is forbidden. Crew members are required to be considerate and courteous in their dealings with each other and must not enter into altercation with any person.

M. Crew members must exercise care to avoid injury to themselves or others by observing the condition of equipment and the tools which they use in performing their duties, and when found defective will, if practicable, put them in safe condition, reporting defects to the proper authority.

They must inform themselves as to the location of structures or obstructions where clearances are close.

They must expect the movement of trains, locomotives, cars or other equipment at any time, on any track, in either direction.

Every precaution must be taken to prevent injury to crew members, and they are prohibited from doing any work in a manner that might jeopardize their safety.

N. Crew members are expected during their off-duty time to obtain ample rest in order to be physically and mentally fit for the proper and safe performance of their duties.

Hours of Service-CFR part 225. Applies to all persons involved with safety and movement of trains. May not work more than 12 hours out of 24. Must have 8hours off after working less than 12 hours, must have 10 hours off after working 12 hours.

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2. Crew members listed below, while on duty must have and use a reliable watch:

Train and Engine service; Yardmasters; Station Agents; Dispatchers; Signal maintenance foremen; Crew members authorized to operate track-cars.

5. A train must not leave a station in advance of its' scheduled leaving time.

Unless otherwise provided, station times apply at the switch where an opposing train clears.

7-C. When movement is being made under direction of hand or lamp signals and the signals disappear, the movement must be immediately **stopped** and the engineman must await further signals unless he has been instructed otherwise in regard to such movement.

## 8. HAND, FLAG AND LAMP SIGNALS.

MANNER OF USING	INDICATION
(a) Swung horizontally or across track.	Stop.
(b) Raised and lowered vertically.	Forward or Proceed.
(c) Swung vertically in a circle	Back.
(d) Held horizontally at arm's length or a proceed or back signal given slowly.	
(e) Stop signal when standing with train air brakes applied.	Reduce Speed.
(f) Proceed signal when standing with train air brakes applied.	Apply air brakes.
(g) Any object waved violently by anyone on or near track.	Release air brakes.
	Stop.

9-A. The following signals will be used by crew members acting as flagmen:

**Day Signals:** A red flag and not less than 6 torpedoes and 6 red fusees.

**Night Signals:** A white light and not less than 6 torpedoes and 6 red fusees.

11. A train or locomotive finding a fusee burning on or near its track, must **stop until fusee burns out**, then proceed at **reduced** speed for a distance of **one-half mile**.

12. The explosion of **two** torpedoes is a signal to proceed at **reduced** speed, looking out for flagman, for a distance of **one-half mile**, and is to be acknowledged by two short whistle blasts, as prescribed by **Rule 14(g)**. The explosion of **one** torpedo will indicate the same as two, but the use of **two** is required.

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Torpedoes must be placed on the right hand rail  
in the direction the train is moving,  
approximately 100 feet apart.  
(about 3 rail lengths)

## LOCOMOTIVE WHISTLE SIGNALS

14. The sound of the whistle must be distinct, with intensity and duration proportionate to the distance the signal is to be conveyed. The signals prescribed are illustrated by "o" for a short sound and "-" for long sounds.

SOUND	INDICATION
(a) o	Apply brakes.
(b) --	Release brakes.
(c) -ooo	Flagman protect rear of train.
(d) ooo-	Flagman protect front of train.
(e) ----	Flagman return from west on main track as prescribed by <b>Rule 99</b> .
(f) ----	Flagman return from east on main track as prescribed by <b>Rule 99</b> .
(g) oo	Answer to any signal not otherwise provided for.
(h) ooo	When stopped, back up. When running, stop.
(i) ooooo	Call for signals.
(j) --o-	Approaching public crossings at grade. To be repeated or prolonged until crossing is reached.
(k) -o	Warning signal. Approaching curves or other points where view is obscured.
(l) oo-	Engineman on "other" locomotive assume control of air brakes. (signal must be answered by locomotive receiving brakes by sounding (14g))
(m) -----	Alarm for persons or livestock on track.
(n) -	Approaching stations. (Durango, Silverton) (Cascade Canyon for Train 261)
(o) --o	Approaching meeting or waiting points. See <b>Rule 90</b> .
(p) o-	Inspect train line for leaks or brakes sticking.
(q) ---ooo	Call for section men.
(r) -oo	To call the attention of yard engines, extra trains, trains of the same or inferior class or right to signals displayed for a following section. If not answered by a train, the train displaying signals must stop, ascertain the cause, notify that train there is a section following and make a report of that train's failure to observe signal.

19. Unless otherwise provided, an illuminated marker must be displayed while a train is authorized and extinguished when a train is tied up at final destination. Marker will display red to the rear.

21. Extra trains must display two white flags by day, and in addition, two white lights by night, in places provided for that purpose on the front of engine as Classification Signals.

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29. The bell must be rung when a locomotive is about to move, while approaching and passing passenger stations, trains on adjacent tracks, public crossings at grade, and where required by law.

64-A. When workers are on, under, or between rolling equipment on a main track:

- (a) A blue signal must be displayed at each end of the rolling equipment; and
- (b) If the rolling equipment to be protected includes one or more locomotives, a blue signal must be attached to the controlling locomotive at a location where it is readily visible to the operator at the controls of that locomotive.
- (c) When emergency repair work is to be done on, under, or between a locomotive or one or more cars coupled to a locomotive, and blue signals are not available, the operator must be notified and effective measures must be taken to protect the railroad crew members making the repairs.

87. An inferior train must keep out of the way of opposing superior trains and failing to clear the main track by the time required by rule must be protected as prescribed by **Rule 99**.

An inferior train must clear the time of an opposing superior train by not less than 10 minutes.

88. At meeting points between extra trains, the train in the inferior timetable direction must take the siding, unless otherwise provided.

89-A. At meeting points, trains must stop clear of the switch and whether on main track or siding, if practicable, stop at least **200** feet from the clearance of switch over which expected train will pass.

90. The engineman of each train will give signal **14(o)** at least **one-half mile** before reaching a meeting or waiting point. Should the engineman fail to give signal **14(o)** as herein prescribed, trainmen must take immediate action to stop the train.

91. Trains in the same direction must keep not less than **10** minutes apart, except in closing up at terminals.

93. Yard Limits will be indicated by yard limit signs and designated in the timetable.

Within yard limits the main track may be used without protecting against other trains or locomotives.

All trains and locomotives must move within yard limits at **Reduced Speed**, prepared to stop within one-half the range of vision.

99. When a train is moving on a main track at less than one-half maximum authorized speed for that territory, and is running in the following train's schedule, protection against following trains on same track must be provided by a crew member dropping off single lighted fuses at intervals that do not exceed the burning time of the fusee.

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When a scheduled train is moving on a main track at less than maximum authorized speed and is followed by an extra train, protection is required under **Rule 99**.

When a train is moving on a main track at more than one-half the maximum authorized speed for that territory, under circumstances in which it may be overtaken by a following train, crew members responsible for providing protection will take into consideration the grade, curvature of track, weather conditions, sight distances, and relative speed of their train to a following train and will be governed accordingly in the use of fuseses to protect their train.

When a train stops on a main track and flag protection against following trains on the same track must be provided, a crew member with flagman's signals must **immediately** go back at least the distance prescribed by **Rule 99A**, place two torpedoes on the **right** hand rail in the direction of travel, not less than **100** feet apart. Flagman may then return one-half the distance to the train, and remain there until the approaching train has been stopped, or until relieved or recalled by **Rules 14(e)** or **(f)**.

**99-A.** Crew members providing flag protection for their train must place torpedoes as specified in the following table:

Maximum Authorized Speed	Minimum Distance in feet that torpedoes must be placed from train
0 - 10 mph	600 feet
11 - 20 mph	1,000 feet
21 - 30 mph	2,000 feet

**104. Pilots and Conductors** are responsible for the position of switches used by them and members of their crew. Switches must be properly lined after having been used.

Unless otherwise provided, when not in immediate use, main track switches must be lined and locked for main track; intermediate switches on sidings must be lined and locked for siding.

When practicable, engineman must see that the switches and derails near the locomotive are properly lined.

A switch must not be left open for a following train or yard movement, unless left in charge of a member of the crew of such movement.

**104-B.** Crew members using switches must see that they are properly lined and must observe whether the switch points fit properly after the switch is lined. After switch is locked, they must grasp the chain and pull lock to see that it is securely fastened. When in temporary use and not locked, the switch handle must be secured in place by inserting the hook of the lock or a pin provided for the purpose, through the hasp. Any defects must be promptly reported.

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104-C. At meeting or passing points, the employee attending the switch must stand not less than **20** feet from the switch stand, and when practicable, on the **opposite** side of the track, until the expected train has passed.

104-D. Crew members alighting from a moving train to change position of a switch behind such train, when practicable, **must get off from rear end of rear car**; when this cannot be done, and safety permits, crew members must get off train from side opposite switch stand.

**109. In case of doubt or uncertainty, the safe course must be taken.**

A. **Definition** - A Railroad radio communication system is one employing radio for the transmission of intelligence between moving equipment, between moving equipment and a fixed point, or between fixed points.

251. The radio must be used only in connection with railroad business and in compliance with the operating rules.

No Employee shall knowingly transmit any false emergency communication, any unnecessary, irrelevant, or unidentified communication, nor utter any obscene, indecent, or profane language via radio.

258. To indicate that a transmission is ended and that a response is expected, the transmitting employee must say "**over**". To indicate that a transmission is ended and that no response is expected, the transmitting employee must state his identification and say "**out**".

The word "**clear**" is **NOT** used to end radio traffic for safety reasons. It may be misunderstood that the transmitting unit is "in the clear".

Any radio communication which is not fully understood or completed shall not be acted upon and shall be treated as though never sent.

261. The use of citizen band radios for railroad operating purposes is prohibited.

817. Messages or conversations referring to employee's personal affairs will not be permitted on the railroad's communications system, except in case of an emergency.

802. Crew members who are careless of the safety of themselves or others, will be subject to dismissal.

810. Stepping on or off equipment moving at unsafe speed; getting between cars in motion to couple or uncouple them; and other unsafe practices are prohibited.

Crew members are prohibited from riding or walking on the roof of any moving car except where it is not practicable to do otherwise.

811. Notice is hereby given that at certain locations there are close clearances, cattle guards, open drains and similar conditions that require alertness and caution while working near or passing such locations. Crew members must inform themselves of the location of such obstructions and use due care to avoid injury.

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**815.** Crew members are prohibited from having firearms or other weapons in their possession while on duty or on company property, except those crew members authorized to do so in the performance of their duties or those given special permission by the proper authority.

**819.** No persons, except crew members in discharge of their duties, will be permitted to ride on a locomotive, in a freight car, or on a track car, without a written order from proper authority. Such persons must be warned, insofar as possible, of any appliances in or on such equipment which might cause personal injury.

**900.** The trainmen must obey the instructions of the conductor.

**901.** They must also assist in making up their train when required, attend to the brakes and tests thereof when necessary. They must see that the train is properly equipped with necessary flagging equipment as provided by **Rule 9-A**, and take care of and display train signals in accordance with the **Rules 19 and 19 -A**.

**902.** When acting as a flagman, it is his first duty to protect the train in accordance with **Rule 99**, and allow nothing to interfere with the prompt and efficient discharge of that duty, whenever necessary dropping off the train before it comes to a stop to avoid delay to provide proper protection.

They will obey the signals from the enginemen prescribed by the rules, but must never wait for signals or instructions when the train needs protection. When recalled, after meeting the requirements of the rules, they must return as promptly as practicable to their train, give "ready" signal and remain on the ground until the train is actually in motion. They should be dressed prepared for remaining out in any bad weather no matter how severe. Trainmen must also be prepared to protect front of train when called upon to do so.

**938.** Enginemen must not permit an unauthorized person to ride or operate the locomotive.

**950.** Except in emergency, other members of the crew must not operate the locomotive in the absence of the engineman, unless directed to do so by the conductor or other proper authority.

**954.** Enginemen must know that the steam locomotives in their charge have sufficient water in the boiler. They must test the water glasses and gauge cocks, and know that the water registering appliances are in proper working condition, that fire is on proper condition for required service and ash pans clean and closed when set out for service.

It must be known that bearings are lubricated properly and that injectors, lubricators and cylinder cocks are operating properly. Inspections must be made while stopped at intermediate points and the necessary lubrication provided.

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## TRACK CARS & MAINTENANCE OF WAY

1025. When track is rendered or found unsafe or impassable, immediate protection must be provided by sending a qualified flagmen with flagmen's signals in each direction, a sufficient distance to insure full protection, placing two torpedoes and when necessary, in addition, displaying a lighted fusee. When suitable protection can be given by track warrant or when recalled or relieved and safety will permit, flagmen may return after, if necessary, placing signals as prescribed by **Rule 10-A**.

1027. When on-track equipment operators wish to terminate permission to occupy the mainline, the following procedure will be used:

- a. If on-track equipment is moved clear of the mainline, request dispatcher to *clear* the block.
- b. If on-track equipment remains on the mainline, request the dispatcher to *release* the block.

For safe clearance, track cars, employees, or material must be at least 8 feet away from the track.