

NEW YORK CENTRAL SYSTEM

RULES FOR THE GOVERNMENT OF THE OPERATING DEPARTMENT

Issued in accordance with the Standard Code
adopted by Association of American
Railroads, January 17, 1928.

EFFECTIVE
SEPTEMBER 26, 1937

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The rules herein set forth govern the railroads operated by the New York Central System. They take effect September 26, 1937, superseding all previous rules and instructions inconsistent therewith.

Special instructions may be issued by proper authority.

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GENERAL NOTICE.

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

Obedience to the rules is essential to safety.

To enter or remain in the service is an assurance of willingness to obey the rules.

The service demands the faithful, intelligent and courteous discharge of duty.

To obtain promotion, ability must be shown for greater responsibility.

The public judges a railroad very largely by the treatment it is accorded by the employe representing the railroad, in whatever capacity employed.

A reputation for fair dealing, with courteous and equal treatment of all patrons, is as essential to the success of the railroad as it is to the success of any other business.

The interests of the farmer, the manufacturer, the mine owner, the merchant and the railroad are mutual, and efficient transportation facilities are necessary to the success of all.

The good will and friendship of the communities served by this railroad are its most valuable assets; and the strongest recommendation for promotion an employe can possibly have is the fact that by uniform courtesy and kindly accommodation of patrons he has secured for himself and for the railroad the good will and friendship of the community in which he is located.

GENERAL RULES.

A. Employees whose duties are prescribed by these rules must provide themselves with a copy.

Employees whose duties are in any way affected by the time-table must have a copy of the current time-table with them while on duty.

A1. Employees, while on duty connected with the trains on any division of the road, are under the authority and must conform to the orders of the Superintendent of that division.

Unless otherwise provided, train employes are subject to the rules of the division or railroad on which they are running and all concerned must provide themselves with a copy of such rules and current time-table.

B. Employees must be conversant with and obey the rules and special instructions. If in doubt as to their meaning, they must apply to proper authority for an explanation.

B1. While special rules are subdivided for convenience, they apply equally to all and must be observed wherever they relate in any way to the proper discharge of the duties of employes.

B2. Employees whose duties require it must be conversant with and obey the instructions issued by the several officials of the railroad relating to the business of their respective departments.

B3. Employees whose duties or employment are affected by Federal, State or Municipal laws, or the regulations of the Bureau of Explosives, must familiarize themselves with all requirements and conform to them.

C. Employees must pass the required examinations.

D. Persons employed in any service on trains are subject to the rules and special instructions.

E. Employes must render every assistance in their power in carrying out the rules and special instructions and must report to the proper official any violation thereof.

F. Accidents, failure in the supply of water or fuel, defects in track, bridges, signals, or any unusual conditions which may affect the movement of trains, must be promptly reported by wire to the proper authority.

F1. Whenever the passenger service becomes disarranged, ticket agents or station masters will inform the public by announcement to passengers and by posting on train bulletin boards, the probable length of time of the interruption. Conductors of delayed trains, after consulting with train dispatcher, will inform passengers the cause, in brief, and probable duration; also of other available means, if any, of reaching their destinations earlier in case they desire.

F2. When highway crossing signals are found out of order, the proper official must be notified immediately, and when practicable protection afforded for the crossing.

G. The use of intoxicants or narcotics is prohibited.

H. The use of tobacco by employes while on duty in or about passenger stations, or on passenger cars, is prohibited.

J. Employes on duty must wear the prescribed badge and uniform and be neat in appearance.

J1. Employes must keep the premises in a neat and orderly condition.

K. To avoid annoyance to the public, employes and others authorized to transact business at stations and on or about trains, must be courteous, orderly and quiet.

L. In case of danger to the Company's property, employes must unite to protect it.

M. Employes 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 trains to run at any time, on any track, in either direction.

They must not stand on the track in front of an approaching engine or car for the purpose of boarding the same.

They must not get on or off moving cars or engines, except as their duties require.

Whether on or off duty, they must not walk on or cross tracks at other than places provided except when required by their duties.

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M1. Avoid stepping, sitting, walking upon or brushing against the third rail. While the energized rail is protected by sheathing, there is always chance of shocks because of the presence of water, brake-shoe dust, derangement or imperfections of the sheathing. Employes must caution passengers and the public accordingly.

M2. Employes are forbidden to go upon the top of engines or cars while standing, or to ride upon the top or sides of engines or cars while closely approaching, moving upon, or crossing over to tracks in territory equipped for overhead electrical operation.

DEFINITIONS.

*ENGINE.—A machine propelled by any form of energy and used in train or yard service.

*MOTOR CAR.—A car propelled by any form of energy and used in train or yard service.

TRAIN.—An engine or motor car or more than one engine or motor car coupled, with or without cars, displaying markers.

REGULAR TRAIN.—A train authorized by a time-table schedule.

SECTION.—One of two or more trains running on the same schedule displaying signals or for which signals are displayed.

EXTRA TRAIN.—A train not authorized by a time-table schedule. It may be designated as—

Extra—for any extra train, except work extra;

Work Extra—for work train extra.

SUPERIOR TRAIN.—A train having precedence over another train.

TRAIN OF SUPERIOR RIGHT.—A train given precedence by train order.

TRAIN OF SUPERIOR CLASS.—A train given precedence by time-table.

TRAIN OF SUPERIOR DIRECTION.—A train given precedence in the direction specified by time-table as between opposing trains of the same class.

TIME-TABLE.—The authority for the movement of regular trains subject to the rules. It contains the

*Where the term "Engine" appears in these rules it applies to either "Engine" or "Motor Car."

classified schedules of trains with special instructions relating thereto.

SCHEDULE.—That part of a time-table which prescribes class, direction, number and movement for a regular train.

DIVISION.—That portion of a railroad assigned to the supervision of a Superintendent.

SUBDIVISION.—A portion of a division designated by time-table.

MAIN TRACK.—A track extending through yards and between stations, upon which trains are operated by time-table or train order, or both, or the use of which is governed by block signals.

SINGLE TRACK.—A main track upon which trains are operated in both directions.

TWO OR MORE TRACKS.—Two or more main tracks upon any of which the current of traffic may be in either specified direction.

CURRENT OF TRAFFIC.—The movement of trains on a main track, in one direction, specified by the rules.

STATION.—A place designated on the time-table by name, at which a train may stop for traffic; or to enter or leave the main track; or from which fixed signals are operated.

COMMUNICATING STATION.—A station where an operator or signalman is on duty or where a trainman may communicate by telephone with train dispatcher, signalman or operator.

SIDING.—A track auxiliary to the main track for meeting or passing trains.

FIXED SIGNAL.—A signal of fixed location indicating a condition affecting the movement of a train.

NOTE TO DEFINITION OF FIXED SIGNAL.—The definition of a "Fixed Signal" covers such signals as switch, train order, block, interlocking, semaphore, disc, ball, stop boards, yard limit boards, speed boards or other means for displaying indications that govern the movement of a train.

YARD.—A system of tracks within defined limits provided for the making up of trains, storing of cars and other purposes, over which movements not authorized by time-table, or by train order, may be made, subject to prescribed signals and rules, or special instructions.

YARD ENGINE.—An engine assigned to yard service and working within yard limits.

PILOT.—An employe assigned to a train when the engineman or conductor, or both, are not fully acquainted with the physical characteristics or rules of the railroad, or portion of the railroad, over which the train is to be moved.

TRAIN REGISTER.—A book or form which may be used at designated stations for registering signals displayed, the time of arrival and departure of trains and such other information as may be prescribed.

TRAIN RULES

NOTE.—Unless otherwise specified, rules with a prefix "S" are for single track; those with a prefix "D" are for two or more tracks. Rules without a prefix are for single and two or more tracks.

STANDARD TIME.

1. Standard Time obtained from Washington, D. C. observatory will be transmitted to all points from designated offices at 12:00 noon, Eastern Standard Time, and 11:00 A.M., Central Standard Time, daily.

(Continued on Page 17)

2. Each conductor, engineman and other employe as may be designated, must carry, while on duty, a reliable railroad grade watch, for which there must be a prescribed certificate on file with the railroad.

3. Watches of conductors and enginemen must be compared before commencing each day's work, with a clock designated by timetable as standard clock. The time when watches are compared must be registered on a prescribed form.

3a. Conductors and enginemen not having access to a standard clock must compare watches with conductors or enginemen who have standard time and have registered, or must receive standard time by wire before commencing each day's work.

3b. Conductors and enginemen must compare watches with each other before commencing each day's work. Other engine and train employes must compare watches with the conductor or engineman as soon as practicable.

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TIME-TABLES.

4. Each time-table, from the moment it takes effect, supersedes the preceding time-table, and its schedules take effect on any division, or subdivision, at the leaving time at their initial stations on such division, or subdivision. But when a schedule of the preceding time-table corresponds in number, class, day of leaving, direction, and initial and terminal stations with a schedule of the new time-table, a train authorized by the preceding time-table will retain its train orders and assume the schedule of the corresponding number of the new time-table.

Schedules on each division, or subdivision, date from their initial stations on such division, or subdivision.

Not more than one schedule of the same number and day shall be in effect on any division, or subdivision.

5. Not more than two times are given for a train at any station; where one is given, it is, unless otherwise indicated, the leaving time; where two, they are the arriving and the leaving time.

The time applies to the switch where an inferior train enters the siding; where there is no siding, it applies to the place from which fixed signals are operated; where there is neither siding nor fixed signal, it applies to the place where traffic is received or discharged.

Schedule meeting or passing stations are indicated by figures in **full-faced type**.

Both the arriving and leaving time of a train are in **full-faced type** when both are meeting or passing times, or when one or more trains are to meet or pass it between those times.

Where there are one or more trains to meet or pass a train between two times, or one or more trains to meet or pass a train at any station, attention is called to it by train numbers in small type.

When trains are to be met or passed at a siding extending between two adjoining stations, the time at each end of the siding will be shown in **full-faced type**.

6. The following letters when placed before the figures of the schedule indicate:

s.—regular stop;

f.—flag stop to receive or discharge passengers or freight;

L.—leave;

A.—arrive.

SIGNALS.

7. Employes whose duties may require them to give signals, must provide themselves with the proper appliances, keep them in good order and ready for immediate use.

8. Flags of the prescribed color must be used by day, and lights of the prescribed color by night.

9. Day signals must be displayed from sunrise to sunset, but when day signals cannot be plainly seen, night signals must be used in addition.

Night signals must be displayed from sunset to sunrise.

10.

Color Signals.

COLOR.	INDICATION.
(a) Red.	Stop.
(b) Yellow.	Proceed at restricted speed, and for other uses prescribed by the Rules.
(c) Green.	Proceed, and for other uses prescribed by the Rules.
(d) Green and white.	Flag stop. See Rule 28.
(e) Blue.	1. See Rule 26. 2. Track Pan.
(f) Red (or Purple).	Stop. (Indication for dwarf signals and siding derrails).
(g) Lunar white.	1. Yard switch (inside). 2. Track Pan.

11. A train finding a fusee burning on or near its track must stop and extinguish the fusee, and then proceed prepared to stop short of train ahead or obstruction.

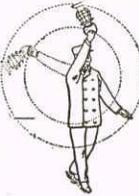
11a. On portions of the road so specified on the timetable, trains may, after stopping, proceed prepared to stop short of train ahead or obstruction, without extinguishing fusee.

11b. On portions of the road so specified on the timetable, trains may pass a burning fusee and proceed prepared to stop short of train ahead or obstruction.

12.

Hand, Flag and Lamp Signals.

NOTE.—The hand, or a flag, moved the same as the lamp, as illustrated in the following diagrams, gives the same indication, except in the observance of Rule 12 (a) the hand or flag movement may be above the shoulder.

<p>(a) STOP— SWUNG ACROSS THE TRACK.</p>		<p>(e) TRAIN HAS PARTED— SWUNG VERTICALLY IN A CIRCLE AT ARM'S LENGTH ACROSS THE TRACK, WHEN THE TRAIN IS RUNNING.</p>	
<p>(b) REDUCE SPEED— HELD HORIZONTALLY AT ARM'S LENGTH, WHEN THE TRAIN IS MOVING.</p>		<p>(f) APPLY AIR BRAKES— SWUNG HORIZONTALLY ABOVE THE HEAD, WHEN THE TRAIN IS STANDING.</p>	
<p>(c) PROCEED— RAISED AND LOWERED VERTICALLY.</p>		<p>(g) RELEASE AIR BRAKES— HELD AT ARM'S LENGTH ABOVE THE HEAD, WHEN THE TRAIN IS STANDING.</p>	
<p>(d) BACK— SWUNG VERTICALLY IN A CIRCLE AT HALF ARM'S LENGTH ACROSS THE TRACK, WHEN THE TRAIN IS STANDING.</p>		<p>(h) ANY OBJECT WAVED VIOLENTLY BY ANY ONE ON OR NEAR THE TRACK IS A SIGNAL TO STOP.</p>	

NOTE.—Hand signaling includes the use of torpedo and fusee signals.

13. Emergency Signals at Interlocking Stations and Other Designated Points. (Whistle or Horn.)

NOTE.—The signals prescribed are illustrated by "o" for short sounds; "—" for longer sounds.

SOUND.	INDICATION.
(a) ———	All trains within interlocking limits stop immediately.
(b) o o	Resume normal movement after receiving the proper signal or permission from the signalman.
(c) o o o	Whistle or horn test.
(d) o o o o	Call signal maintainer.

14. Engine Whistle Signals.

NOTE.—The signals prescribed are illustrated by "o" for short sounds; "—" for longer sounds. The sound of the whistle should be distinct, with intensity and duration proportionate to the distance signal is to be conveyed.

SOUND.	INDICATION.
(a) o	Apply brakes. Stop.
(b) — —	Release brakes. Proceed.
(c) — o o o	Flagman protect rear of train.
(d) — — — —	Train may return from west or south.*
(e) — — — — —	Flagman may return from east or north.*
(f) — — —	Train parted; to be repeated until answered by the signal prescribed by Rule 12 (e). Answer to 12 (e).
(g) o o	Answer to any signal not otherwise provided for.
(h) o o o	When standing, back. Answer to 12 (d) and 16 (c). When running, answer to 16 (d).
(j) o o o o	Call for signals.

SOUND.	INDICATION.
(k) — o o	(SINGLE TRACK) To call the attention of yard engines, extra trains or trains of the same or inferior class or inferior right to signals displayed for a following section. If not answered by a train, the train displaying signals must stop and ascertain the cause. (TWO OR MORE TRACKS) To call the attention of yard engines, extra trains or trains of the same or inferior class or inferior right moving in the same direction to signals displayed for a following section.
(l) — — o — Rev. 2-15-41	(1) Approaching public crossings at grade. (2) Approaching points where tracks or bridges are undergoing repairs and reduced speed is required. (3) Approaching interlockings, yards or other points where men may be at work on track and view is obscured by weather or other conditions.
(m) ———	Approaching stations, junctions, and railroad crossings at grade, also for the guidance of mail clerks on trains which collect U.S. mail from cranes.
S(n) — — o	Approaching signals or waiting points. See Rule S 11-1-41 , Rev. 11-1-41.
(o) o —	Inspect train line for leak or for brakes sticking.
(p) Succession of short sounds.	Alarm for persons or live stock on the track.
(q) — o	When running against the current of traffic: (1) Approaching stations, curves, or other points where view may be obscured. (2) Preceding the signals prescribed by Rule 14 (d), (e) and (r) to (aa) inclusive to recall flagman on that track.

When two main tracks are numbered, and for three or more main tracks the following signals will be used:

SOUND.	INDICATION.
(r) — — — — —	Flagman may return from east or north on No. 1 track.*
(s) — — — — —	Flagman may return from west or south on No. 2 track.*
(t) — — — — — o	Flagman may return from east or north on No. 3 track.*
(u) — — — — — o	Flagman may return from west or south on No. 4 track.*
(v) — — — — — o o	Flagman may return from east or north on No. 5 track.*
(w) — — — — — o o	Flagman may return from west or south on No. 6 track.*
(x) — — — — — o o o	Flagman may return from east or north on No. 7 track.*
(y) — — — — — o o o	Flagman may return from west or south on No. 8 track.*
(z) — — — — — o o o o	Flagman may return from east or north on No. 9 track.*
(aa) — — — — — o o o o	Flagman may return from west or south on No. 10 track.*

*As prescribed by Rule 99.

(bb) (o o — o). Relief engine required. To be sounded passing first two open stations after defect develops and operator or signalman must immediately inform the train dispatcher.

15. The explosion of two torpedoes is a signal to reduce speed and prepare to stop short of train ahead or obstruction. The explosion of one torpedo will indicate

the same as two, but the use of two is required.

Torpedoes must not be placed at stations or on public crossings.

15a. Torpedoes exploded by manually operated or self-propelled track cars must be replaced.

16. Communicating Signals.

NOTE.—The signals prescribed are illustrated by "o" for short sounds; "—" for longer sounds.

SOUND.	INDICATION.
(a) o o	When standing—start.
(b) o o	When running—stop at once.
(c) o o o	When standing—back.
(d) o o o	When running—stop at next passenger station.
(e) o o o o	When standing—apply or release air brakes.
(f) o o o o	When running—reduce speed.
(g) o o o o o	When standing—recall flagman.
(h) o o o o o	When running—increase speed.
(j) o o o o o o	When running—increase train heat.
(k) — — — — —	When running—brakes sticking; look back for hand signals.
(l)	Eliminated 11-1-41.
(m) o — o	Shut off train heat.

TRAIN SIGNALS.

17. The headlight will be displayed to the front of every train by day and by night. It must be concealed or extinguished when a train turns out to meet another and has stopped clear of main track, or is standing to meet a train at end of two or more tracks or a junction.

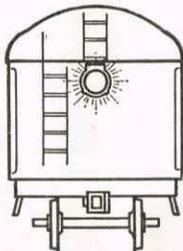
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Headlight must be dimmed:

- (a) Passing through yards where yard engines are employed.
- (b) Approaching stations at which stops are to be made or where trains are receiving or discharging passengers.
- (c) Approaching manual block and train order signals, junctions, terminals, meeting points or while standing on main track at meeting points.
- (d) On two or more tracks when approaching trains in opposite direction.
- (e) When closing up behind trains.

When an engine is running backward a white light must be displayed by night on the rear of the tender.

FIG. 1

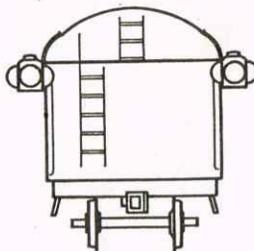


Engine running backward by night, without cars or at the front of a train pulling cars.

18. Yard engines will display the headlight to the front and rear by night. When not provided with a headlight at the rear, a white light must be displayed. Yard engines will not display markers.

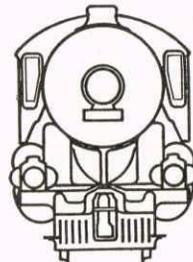
19. The following signals will be displayed to the rear of every train, as markers, to indicate the rear of the train:

Fig. 2



Engine running forward by day, without cars or at the rear of a train pushing cars.

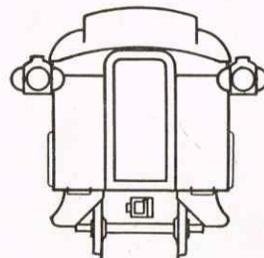
Fig. 3



Engine running backward by day, without cars or at the rear of a train pushing cars.

Marker lamps not lighted.

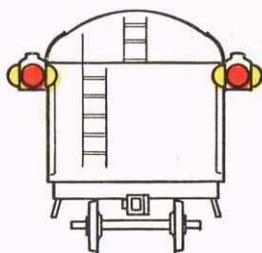
Fig. 4



Rear of train by day.

Marker lamps not lighted.

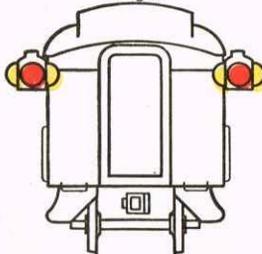
Fig. 5



Engine running forward by night, without cars or at the rear of a train pushing cars on single track, with the current of traffic where there are two tracks and with the current of traffic on passenger tracks where there are three or more tracks.

Lights showing yellow to the front and side and red to the rear.

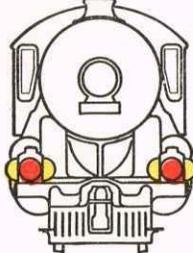
Fig. 7



Rear of train by night while running on single track, with the current of traffic where there are two tracks and with the current of traffic on passenger tracks where there are three or more tracks.

Lights showing yellow to front and side and red to the rear.

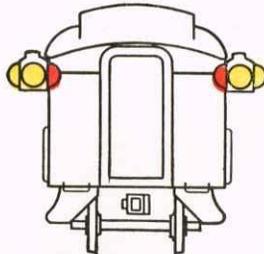
Fig. 6



Engine running backward by night, without cars or at the rear of a train pushing cars on single track, with the current of traffic where there are two tracks and with the current of traffic on passenger tracks where there are three or more tracks.

Lights showing yellow to side and in direction engine is moving and red in opposite direction.

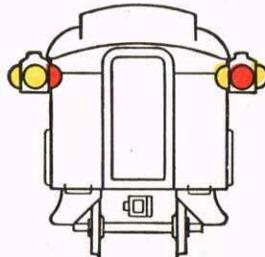
Fig. 8



Rear of train by night when on siding to be passed by another train.

Lights showing yellow toward engine, side and to the rear.

Fig. 9

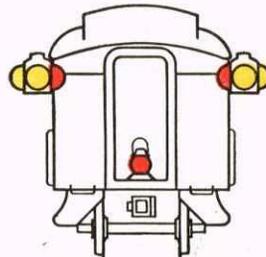


Rear of train by night running with the current of traffic on freight (or slow speed) track where there are three or more tracks.

Lights showing yellow to the rear on the side next to passenger track in the direction of the current of traffic and red on opposite side.

NOTE.—Where the display of markers, as illustrated by Figure 9, will not show yellow light to the rear on the side next to the passenger track in the direction of the current of traffic, lights are to be reversed.

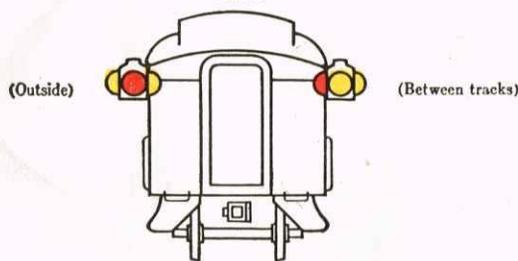
Fig. 10



Rear of train by night running on any track against the current of traffic where there are three or more tracks.

Lights showing yellow to the rear, with a red light on the platform.

Fig. 11



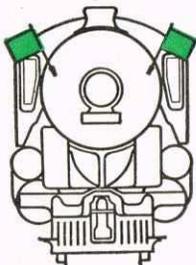
Rear of train by night running against the current of traffic where there are two tracks.

Lights showing yellow to front and side and yellow to the rear on the side next to the main track on which the current of traffic is in the direction the train is moving and red to the rear on the opposite side.

19a. A train not equipped to display markers, as prescribed by Rule 19, will display red flag by day and red light by night at rear of train.

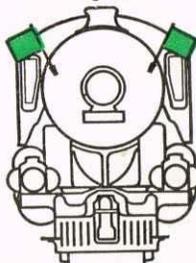
20. All sections except the last will display two green flags, and, in addition, two green lights by night in the places provided for that purpose on the front of the engine.

Fig. 12



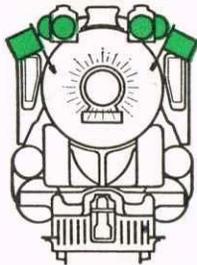
Engine running forward by day displaying signals for a following section.

Fig. 14



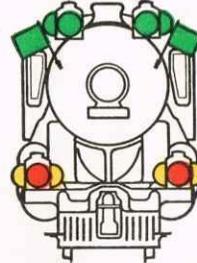
Engine running backward by day, without cars or at the rear of a train pushing cars, and displaying signals for a following section.

Fig. 13



Engine running forward by night displaying signals for a following section.

Fig. 15



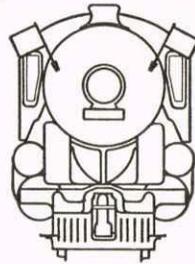
Engine running backward by night, without cars or at the rear of a train pushing cars, and displaying signals for a following section.

NOTE TO RULE 20.—On portions of the road so specified on the time-table, green lights will be substituted for green flags by day in Figs. 12 and 14, and green flags omitted by night in Figs. 13 and 15.

D-20a. On portions of the road so specified on the time-table, the display of green signals will be omitted on two or more tracks.

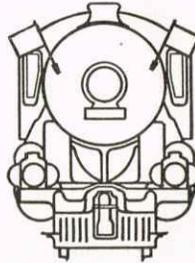
21. Extra trains will display two white flags, and, in addition, two white lights by night, in the places provided for that purpose on the front of the engine.

Fig 16



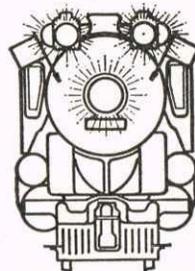
Engine running forward by day as an extra train.

Fig. 18



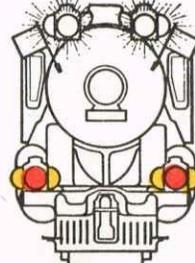
Engine running backward by day as an extra train, without cars or at the rear of a train pushing cars.

Fig. 17



Engine running forward by night as an extra train.

Fig. 19



Engine running backward by night as an extra train without cars or at the rear of a train pushing cars.

NOTE TO RULE 21.—On portions of the road so specified on the time-table, white lights will be substituted for white flags by day in Figs. 16 and 18, and white flags omitted by night in Figs. 17 and 19.

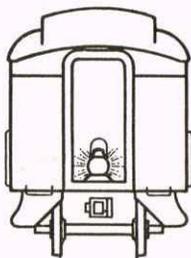
21a. On portions of the road so specified on the time-table, the display of white signals will be omitted.

22. When two or more engines are coupled, each engine shall display the signals as prescribed by Rules 20 and 21.

23. One flag or light displayed where in Rules 19, 20 and 21 two are prescribed will indicate the same as two; but the proper display of all train signals is required.

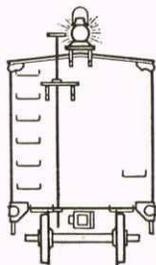
24. When cars are pushed by an engine except when shifting or making up trains in yards, a white light must be displayed on the front of the leading car by night.

Fig. 20



Passenger cars being pushed by an engine by night.

Fig. 21



Freight cars being pushed by an engine by night.

25. Each car of a passenger train must be connected with the engine by a communicating signal appliance.

26. A blue signal, displayed at one or both ends of an engine, car or train, indicates that workmen are under or about it; when thus protected it must not be coupled to or moved. Each class of workmen will display the blue signals and the same workmen are alone authorized to remove them. Other equipment must not be placed on the

same track so as to intercept the view of the blue signals, without first notifying the workmen.

When emergency repair work is to be done under or about cars in a train and a blue signal is not available, the engineman and fireman will be notified and protection must be given those engaged in making the repairs.

26a. A yellow signal displayed at one or both ends of a car indicates boarding car; a yellow disc displaying the words "Bunk Cars" attached to a switch stand indicates boarding cars are on that track. Employe in charge of cars must display yellow disc on each switch leading to such track and yellow signals on one or both ends of car as conditions require, and the same employe is alone authorized to remove them, except that when other equipment is placed ahead of boarding cars, or when equipment so placed is removed, the conductor will be responsible for proper display of signals and must notify occupants before cars are moved.

When boarding cars are placed on any track, the switches must, if practicable, be lined and locked for a track other than the track on which boarding cars are standing.

USE OF SIGNALS.

27. A signal imperfectly displayed, or the absence of a signal at a place where a signal is usually shown, must be regarded as the most restrictive indication that can be given by that signal, except that when the day indication is plainly seen, it will govern.

Conductors and enginemen using a switch where the switch light is imperfectly displayed or absent, must, if practicable, correct or replace the light.

Imperfectly displayed signals must be promptly reported to the Superintendent.

28. A green and white signal will be used to stop a train only at the flag stations indicated on its schedule. When it is necessary to stop a train at a point that is not a flag station on its schedule, a red signal must be used.

29. When a signal, except a fixed signal, is given to stop a train, it must, unless otherwise provided, be acknowledged as prescribed by Rule 14 (*g*) or (*h*).

30. The engine bell must be rung when an engine is about to move and while approaching and passing public crossings at grade or in an emergency.

31. The whistle must be sounded at all places where required by rule or by law or in an emergency.

32. The unnecessary use of either the whistle or the bell is prohibited.

32a. The whistle must not be sounded while passing or being passed by a passenger train, except to prevent accident.

33. Watchmen stationed at public crossings at grade must use stop signals when necessary to stop trains. They will use prescribed signals to stop highway traffic.

34. The engineman and fireman must, and when practicable the trainmen will, communicate to each other the indication of all signals affecting the movement of their train.

34a. Indication of fixed signals day and night will be communciated as follows: "red," "yellow" or "green." When other than the top arm, or top light, of a signal is "yellow" or "green," add "middle arm" or "middle light," or "bottom arm" or "bottom light."

35. The following signals will be used by flagmen:

Day signals—A red flag,	Night signals—A red light,
Torpedoes,	A white light,
Fusees.	Torpedoes,
	Fusees.

SUPERIORITY OF TRAINS.

71. A train is superior to another train by right, class or direction.

Right is conferred by train order; class and direction by time-table.

Right is superior to class or direction.

Direction is superior as between trains of the same class.

72. Trains of the first class are superior to those of the second; trains of the second class are superior to those of the third; and so on.

Trains in the direction specified by the time-table are superior to trains of the same class in the opposite direction.

73. Extra trains are inferior to regular trains.

MOVEMENT OF TRAINS.

82. Time-table schedules, unless fulfilled, are in effect for twelve hours after their time at each station.

Regular trains more than twelve hours behind either their schedule arriving or leaving time at any station lose both right and schedule, and can thereafter proceed only as authorized by train order.

∨ 83. Unless otherwise provided, a train must not leave its initial station on any division, or subdivision, or a junction, or pass from one of two or more tracks to single track, until it has been ascertained whether all trains due, which are superior or of the same class, have arrived or left.

Stations at which train registers are located will be designated by time-table.

83a. Where train registers are provided at initial and

terminal stations, trains must be registered by the conductor unless otherwise specified by time-table.

83b. Trains will be registered at intermediate register stations by the operator, except when a train is displaying signals for a following section it must stop at intermediate register stations on and at the end of single track, and be registered by the conductor unless relieved of that duty by train order as prescribed by Form F, Example 10, in which case the order must first be sent to the operators at such register stations who will register the train accordingly.

∨ 83c. Enginemen are relieved from examining train registers, except when they act as pilot or have no conductor, but must not leave a register station on single track until the conductor has checked the register, filled out Register Check Form C, and delivered same personally to each engineman of his train.

Conductors and enginemen may be relieved by train order from checking train registers.

∨ 83d. Unless otherwise provided, a train must not leave its initial station on any division, or subdivision, without Clearance Form A, which must be authorized by the train dispatcher, except when means of communication have failed it may be issued by the operator provided he has no train orders for such train which have not been made "complete."

84. A train must not start until the proper signal is given.

85. When a train of one schedule is on the time of another schedule of the same class in the same direction, it will proceed on its own schedule.

Trains of one schedule may pass trains of another schedule of the same class, and extra trains may pass and

run ahead of second and inferior class, and extra trains, unless otherwise provided.

A section may pass and run ahead of another section of the same schedule, first exchanging train orders, signals and numbers with the section to be passed. The change in sections must be reported from the next available point of communication.

86. Unless otherwise provided, an inferior train must clear the time of a superior train, in the same direction, not less than five minutes; but must be clear at the time a first class train, in the same direction, is due to leave the next station in the rear where time is shown.

S-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.

Extra trains must clear the time of opposing regular trains not less than five minutes unless otherwise provided, and will be governed by train orders with respect to opposing extra trains.

S-88. At meeting points between trains of the same class, the inferior train must clear the main track before the leaving time of the superior train.

At meeting points between extra trains, the train in the inferior time-table direction must take the siding unless otherwise provided.

Trains must pull into the siding when practicable; if necessary to back in, the train must first be protected as prescribed by Rule 99, unless otherwise provided.

S-88a. When a train holds main track at a meeting point the switch must at once be properly lined for oppos-

ing train. The employe who lines the switch must protect it, unless relieved by some other competent employe.

S-89. At meeting points between trains of different classes the inferior train must take the siding and clear the superior train not less than five minutes, and must pull into the siding when practicable. If necessary to back in, the train must first be protected as prescribed by Rule 99, unless otherwise provided.

S-90. The superior train must stop at schedule meeting points with trains of the same class unless switch is properly lined and track clear.

The engineman of each train will give signal 14S(n) at least one mile before reaching a meeting or waiting point. If the engineman fails to sound such whistle signal, the fireman must communicate with him at once and if necessary stop the train.

Rev. 11-1-41

91. Unless some form of block signals is used, trains in the same direction must keep not less than five minutes apart, except in closing up at stations. A train following a train carrying passengers must keep not less than ten minutes behind it.

91a. Where no form of block signals is in use, train-

order signals where provided, and home (or dwarf) signals at interlockings, will be used for the purpose of spacing trains, in accordance with Rule 91.

92. A train must not leave a station in advance of its schedule leaving time.

93. Within yard limits the main track may be used, protecting against first class trains.

All other trains and engines must move within yard limits prepared to stop unless the main track is seen or known to be clear.

NOTE.—Where automatic block signal rules are in effect "known to be clear" includes when track is known to be clear by signal indication.—Yard limits will be indicated by yard limit boards. Rev. 5-1-43.

D-93a. Movements against the current of traffic within yard limits may be made under protection.

94. A train which overtakes another train so disabled that it cannot proceed will pass it, if practicable, and if necessary will assume the schedule and take the train orders of the disabled train, proceed to the next available point of communication, and there report to the Superintendent. The disabled train will assume the right or schedule and take the train orders of the last train with which it has exchanged, and will, when able, proceed to and report from the next available point of communication.

95. Two or more sections may be run on the same schedule.

Each section has equal time-table authority.

A train must not display signals for a following section, except as prescribed by Rule 85, without orders from the Superintendent.

S-96. Signals must not be ordered displayed for a following section to other than a register station for the train displaying the signals, nor signals ordered taken down

at other than a register station for the train displaying the signals.

S-97. Extra trains must not be run without train orders.

D-97. Extra trains may be run without train orders when authorized by the Superintendent.

Work extras must move with the current of traffic unless otherwise directed.

98. Trains must approach the end of two or more tracks, junctions, railroad crossings at grade, and drawbridges, prepared to stop, unless the switches are properly lined, signals indicate proceed, and track is clear. Where required by law, trains must stop.

98a. Trains or engines must stop not less than 200 nor more than 500 feet before crossing any drawbridge or steam railroad at grade, except where interlocking signals are in use.

99. When a train stops under circumstances in which it may be overtaken by another train, the flagman must go back immediately with flagman's signals a sufficient distance to insure full protection, placing two torpedoes, and when necessary, in addition, displaying lighted fuses. When recalled and safety to the train will permit, he may return.

When the conditions require, he will leave the torpedoes and a lighted fusee.

The front of the train must be protected in the same way when necessary by the head brakeman, baggageman or fireman.

When a train is moving under circumstances in which it may be overtaken by another train, the flagman must take such action as may be necessary to insure full pro-

tection. By night, or by day when the view is obscured, lighted fuseses must be thrown off at proper intervals.

When day signals cannot be plainly seen, owing to weather or other conditions, night signals must also be used.

Conductors and enginemen are responsible for the protection of their trains.

NOTE.—When trains are operating under Automatic Block System Rules, the requirements of Rule 99, in so far as protecting against following trains is concerned, will have been complied with when full protection is afforded against trains moving at Restricted Speed.
Rev. 10-1-46

100. When the flagman goes back to protect the rear of the train and is left behind, another trainman must take his place on the train.

101. Trains must be fully protected against any known condition which interferes with their safe passage at normal speed.

When conditions are found which may interfere with the safe passage of trains at normal speed and no protection has been provided, such action must be taken as will insure safety.

101a. When a portion of a train is left on the main track, it must be protected against the return movement. At night, or when weather conditions require, torpedoes must be used, and, in addition, on single track, a red light, and on two or more tracks, a white light must be displayed on the front of the head car. This does not relieve the engineman from using necessary caution to avoid accident in returning.

102. If a train should part while in motion, trainmen must, if possible, prevent damage to the detached portions. The signals prescribed by Rules 12 (e) and 14 (f) must be given.

The detached portion must not be moved or passed until the front portion comes back, except under full protection.

The engineman and trainmen of the front portion must give the train-parted signal to trains on an adjacent track. A train receiving this signal or being otherwise notified that a train on an adjacent track has parted, must immediately reduce speed and prepare to stop short of obstruction until the separated train is passed.

102a. When a train is disabled or stopped suddenly by an emergency application of the brakes, or by other causes, adjacent tracks as well as tracks of other railroads that are liable to be obstructed must at once be protected until it is ascertained they are safe and clear for the movement of trains.

103. When cars are pushed by an engine, except when shifting or making up trains in yards, a trainman must take a conspicuous position on the leading car, and when shifting over public crossings at grade not protected by a watchman or by gates, a member of the crew must protect the crossing.

NOTE TO RULE 103.—The exception covers the making and breaking up of trains only, and not extended movements within yards.

103a. When a train moves over a public crossing at grade and back up movement over such crossing is to be made, the crossing must be protected by a member of the crew unless protected by a watchman or by gates.

103b. When a train or any part of a train is standing where it will obscure the view of highway traffic at crossing not protected by a watchman or by gates, a member of the crew must protect traffic over the crossing against the movement of trains and engines on adjacent tracks, selecting the most important crossing when they cannot protect all crossings.

103c. When switching occupied passenger equipment the air brakes on such equipment must be used and cars must not be uncoupled while in motion.

104. Conductors are responsible for the position of switches used by them and their trainmen, except where switchtenders are stationed. Switches must be properly lined after having been used.

A switch must not be left open for a following train unless in charge of a trainman of such train.

When practicable, the engineman must see that the switches near the engine are properly lined.

When a train or engine is waiting to cross from one track to another and during the approach or passage of a train on tracks involved, all switches connected with the movement must be secured in the normal position. Before starting to make the movement, all switches involved must be properly lined and not restored to normal until the movement is completed.

Where trains are required to be reported clear at sidings equipped with hand-operated switches, this report must not be made nor hand signals given other trains until the switch has been properly lined and secured in its normal position.

104a. The normal position for all switches and siding derails is that which leaves the main tracks clear for the safe passage of trains. Switches must be latched; main track switches and siding derails when in normal position must be locked; after a switch is lined the points must be examined to know that they fit properly.

Employes must not unlock or stand within twenty feet of main track switches while a train is approaching or passing.

104b. If a switch is found defective or a lock is missing or inoperative, the switch must be secured or protected, and report made immediately to proper official.

104c. When a train or engine enters a siding or other track, the switch used in entering must not be changed until the train or engine is clear of the fouling point.

104d. Adjoining tracks must not be fouled until it is known that switches are properly lined and route is clear.

Trains or cars standing on sidings must clear the main track. Cars on other tracks must not be left standing to foul an adjoining track.

105. Trains or engines using a siding or a yard track must proceed expecting to find it occupied.

Sidings of an assigned direction must not be used in a reverse direction unless authorized by the Superintendent or in an emergency under flag protection.

106. Both the conductor and the engineman are responsible for the safety of the train and the observance of the rules, and, under conditions not provided for by the rules, must take every precaution for protection.

107. Trains must use caution in passing a train receiving or discharging passengers at a station, except where proper safeguards are provided or the movement is otherwise protected. They must not pass between it and the platform at which the passengers are being received or discharged unless the movement is properly protected.

107a. When a passenger train stops at other than a schedule stop, or stops on other than its assigned track, or an extra passenger train stops to receive or discharge passengers, the conductor, trainmen and enginemen must see that passengers are protected against other trains.

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

109. Bulletin boards and books will be maintained at points designated by time-table, where Bulletin Orders,

Notices and other instructions will be posted. Employees in train and yard service must examine them before commencing each day's work and qualified conductors and enginemen must sign for Bulletin Orders for which they have not previously signed. Rev. 11-1-42.

110. When the running orders of a train expire at any communicating station that is not a register station, the conductor must report to the Superintendent, giving train number, engine number and time of arrival.

D-151. Where two main tracks are in service trains must keep to the right unless otherwise provided. Tracks may be numbered.

Where three or more main tracks are in service they shall be designated by numbers and their use indicated by special instructions.

D-152. When a train crosses over to, or obstructs another track, unless otherwise provided, it must first be protected as prescribed by Rule 99.

RULES FOR MOVEMENT BY TRAIN ORDERS

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201. For movements not provided for by time-table, train orders will be issued by authority and over the signature of the Superintendent and only contain information or instructions essential to such movements.

They must be brief and clear; in the prescribed forms when applicable; and without erasure, alteration or interlineation.

Figures in train orders must not be surrounded by brackets, circles or other characters.

202. Each train order must be given in the same words to all employes or trains addressed.

203. Train orders must be numbered consecutively each day, beginning at midnight.

204. Train orders must be addressed to those who are to execute them, naming the place at which each is to receive his copy. Those for a train must be addressed to the conductor and engineman, and also to any one who acts as its pilot. A copy for each employe addressed must be supplied by the operator.

Orders addressed to operators restricting the movement of trains must be respected by conductors and enginemen the same as if addressed to them.

205. Each train order must be written in full in a book provided for the purpose in the office of the train dispatcher; and with it recorded the names of those who have signed for the order; the time and the signals which show when and from what offices and by whom the order was repeated, and the responses transmitted; and the train dispatcher's initials. These records must be made at once and never from memory or memoranda.

206. In train orders regular trains will be designated by number as "No. 10," and sections as "Second 10," adding

engine numbers when necessary for identification. Extra trains will be designated by engine numbers, and the direction as "Extra 798, 'East' or 'West'." For the movement of an engine of another company the initials as well as the engine number will be used.

Even hours as "10 A.M." must not be used in stating time in train orders.

In transmitting train orders by telegraph, time must be stated in figures and duplicated in words.

In transmitting train orders by telephone, the names of stations and numerals in the body of an order must first be plainly pronounced and then spelled, letter by letter, thus: Aurora, A-u-r-o-r-a, and 1-0-5, O-n-e N-a-u-g-h-t F-i-v-e.

The letters duplicating names of stations and numerals, except time, will not be written in the order book nor upon train orders.

When train orders are transmitted by telegraph, the train dispatcher must underscore each word and figure in the body of the order at the time it is repeated. When transmitted by telephone, he must write the order as he transmits it and underscore as prescribed above.

206a. When trains have two or more engines coupled, and a designation is made by engine numbers, the number of the leading engine only, will be used.

207. To transmit a train order, the signal "31" or the signal "19" followed by the direction must be given to each office addressed, the number of copies being stated, if more or less than three—thus, "31, West, copy 5," or "19, East, copy 2."

208. A train order to be sent to two or more offices must be transmitted simultaneously to as many of them

as practicable. When not sent simultaneously to all, the order must be sent first to the superior train.

The several addresses must be in the order of superiority of trains, each office taking its proper address, and must include the operator at the meeting or waiting point, if there is an operator on duty.

Copies of the order addressed to the operator at the meeting or waiting point must be delivered to the trains affected until all have arrived from one direction.

A train order must not be sent to a superior train at the meeting or waiting point if it can be avoided. When an order is so sent, the fact will be stated in the order and special precautions must be taken to insure safety.

∨ 208a. When a train order providing for opposing movements is sent to the superior train at the point where its superiority is restricted (except at its initial station on any division, or subdivision, or other station where it is required to receive Clearance Form A), the operator must use hand signals in addition to the fixed signal to stop the superior train; the inferior train must approach such point expecting to find the main track occupied and not pass the train-order signal without protection against the superior train. When the movement of a passenger train is affected, the order to the inferior train must not be made "complete" until the superior train has been brought to a stop and a copy of the order delivered to the conductor or engineman.

∨ S-208b. On portions of the road where no form of block system is in use, a train order must not be sent to a superior train at the last open train-order office (except at a station where the superior train is required to receive Clearance Form A) directing it to meet or wait for an

opposing train at a station where no operator is on duty, if it can be avoided. When the movement of a passenger train is affected, the order to the inferior train must not be made "complete" until the superior train has been brought to a stop and a copy of the order delivered to the conductor or engineman.

209. Operators receiving train orders must write or typewrite them in manifold during transmission. If the requisite number of copies cannot be made at one writing, they must make others from the original copy and repeat to the train dispatcher from the new copies each time additional copies are made. They must retain a copy of each train order. The time, complete, and the signature of the operator must be in his handwriting.

∨ 210. When a "31" train order has been transmitted, operators must, unless otherwise directed, repeat it at once from the manifold copy in the succession in which the several offices have been addressed, and then write the time of repetition on the order. Each operator receiving the order should observe whether the others repeat correctly.

∨ The conductor or engineman addressed must read it to the operator and then sign it, and the operator will send the signature, preceded by the number of the order, to the train dispatcher. The response "complete" and the time, with the initials of the Superintendent, will then be given by the train dispatcher. Each operator receiving this response will then write on each copy the word "complete," the time, and his last name in full and then deliver a copy to each person addressed, except that when the order is signed by the conductor, he must personally deliver a copy of it to each engineman; the engineman will then read the order to the conductor before proceeding.

Enginemen must show train orders to firemen and, when practicable, to forward trainmen. Conductors must show train orders, when practicable, to trainmen. When fireman and trainmen are shown train orders they must read them.

Rev. 4-15-44

211. When a "19" train order has been transmitted, operators must, unless otherwise directed, repeat it at once from the manifold copy, in the succession in which the several offices have been addressed. Each operator receiving the order should observe whether the others repeat correctly. When the order has been repeated correctly by an operator, the response "complete," and the time, with the initials of the Superintendent, will be given by the train dispatcher. The operator receiving this response will then write on each copy the word "complete," the time, and his last name in full and personally deliver a copy to each person addressed without taking his signature. But when delivery to engineman will take the operator from the immediate vicinity of his office, the engineman's copy will be delivered by the conductor.

When a "19" train order restricting the superiority of a train is issued for it at the point where such superiority is restricted, the train must be brought to a stop before delivery of the order.

Enginemen must show train orders to firemen and, when practicable, to forward trainmen. Conductors must show train orders, when practicable, to trainmen. When fireman and trainmen are shown train orders they must read them.

Rev. 4-15-44

211a. Clearance Form A must be delivered together with all train orders, showing the number of orders for the train and the number of each order and must not be delivered by operators until trains are to be released. Conductors, enginemen and firemen must, and trainmen when Clearance Form A is shown to them must, see that their train number is correctly designated and order numbers on the Clearance Form A correspond with the order numbers delivered.

Rev. 4-15-44

212. When so directed by the train dispatcher, a train order may be acknowledged before repeating, by the operator responding: "Number of Train Order to Train Number, X" with the operator's initials and office signal.

The operator must then write on the order his initials and the time.

213. "Complete" must not be given to a train order for delivery to an inferior train until the order has been repeated or the "X" response sent by the operator who receives the order for the superior train.

214. When a train order has been repeated or "X" response sent, and before "complete" has been given, the order must be treated as a holding order for the train addressed, but must not be otherwise acted on until "complete" has been given.

If the means of communication fails before an office has repeated an order or has sent the "X" response, the order at that office is of no effect and must be there treated as if it had not been sent.

215. _____

216. For train orders delivered by the train dispatcher the requirements as to the record and delivery are the same as at other offices.

217. A train order to be delivered to a train at a point not a train-order office, or at one at which the office is closed, must be addressed to "C and E _____ at _____, care of _____," and forwarded and delivered by the conductor or other person in whose care it is addressed. When form 31 is used, "complete" will be given upon the signature of the person by whom the order is to be delivered, who must be supplied with copies for the conductor and engineman addressed, and a copy upon which he shall take their signatures. This copy he must deliver to the first operator accessible, who must preserve it, and at once transmit the signatures of the conductor and engineman to the train dispatcher.

Orders so delivered must be acted on as if "complete" had been given in the usual way.

For orders which are sent, in the manner herein provided, to a train, the superiority of which is thereby restricted, "complete" must not be given to an inferior train until the signatures of the conductor and engineer of the superior train have been sent to the train dispatcher.

218. When a train is named in a train order by its schedule number alone, all sections of that schedule are included, and each must have copies delivered to it.

219. An operator must not repeat or give the "X" response to a train order for a train which has been cleared or of which the engine has passed his train-order signal until he has obtained the signatures of the conductor and engineman to the order.

220. Train orders once in effect continue so until fulfilled, superseded or annulled. Any part of an order specifying a particular movement may be either superseded or annulled.

Orders held by or issued for or any part of an order relating to a regular train become void when such train loses both right and schedule as prescribed by Rules 4 and 82, or its schedule or section is annulled.

When a conductor or engineman, or both, is relieved before the completion of a trip, all train orders and instructions held must be delivered to the relieving conductor or engineman. Such orders or instructions must be compared by the conductor and engineman before proceeding.

∨ 221 (A). Unless otherwise provided, a fixed signal must be used at each train-order office, which shall indicate

"stop" when there is an operator on duty, except when changed to "proceed" to allow a train to pass after getting train orders or for which there are no orders. The signal must be returned to "stop" as soon as a train has passed.

A train must not pass a train-order signal while "stop" is indicated without receiving Clearance Form A, except:

(1). In Manual Block System territory (where train-order signals are also used as block signals) as prescribed by Rule 362.

(2). In Non-Block System territory to do station work or to enter a siding after proper understanding with the operator.

When a train has passed the signal, as in (1) and (2), while "stop" is indicated, it must not thereafter accept a "proceed" indication of such signal.

At train-order stations where but one train-order signal is provided for a direction, it will govern trains moving only with the current of traffic. Trains moving against the current of traffic must receive Clearance Form A at each open train-order station.

The "proceed" indication of train-order signal applies only to trains on main tracks.

If the fixed signal should fail to work properly, Clearance Form A must be used. If a signal is not displayed at a night office, trains which have not been notified must stop and ascertain the cause and report the facts to the Superintendent from the next available point of communication.

∨ 221 (B). Unless otherwise provided, a fixed signal must be used at each train-order office, which shall indicate "stop" when trains are to be stopped for train orders. When there are no orders the signal must indicate "proceed."

When an operator receives the signal "31" or "19," followed by the direction, he must immediately display the "stop signal" for the direction indicated and then reply "stop displayed," adding the direction, and, unless otherwise provided, until the order has been delivered or annulled the signal must not be restored to "proceed."

A train must not pass a train-order signal while "stop" is indicated without receiving Clearance Form A, except to do station work or to enter a siding after proper understanding with the operator. When a train has so passed the signal while "stop" is indicated, it must not thereafter accept a "proceed" indication of such signal.

↘ At train-order stations where but one train-order signal is provided for a direction, it will govern trains moving only with the current of traffic. Trains moving against the current of traffic must receive Clearance Form A at each open train-order station.

If the fixed signal should fail to work properly, Clearance Form A must be used. If a signal is not displayed at a night office, trains which have not been notified must stop and ascertain the cause, and report the facts to the Superintendent from the next available point of communication.

NOTE TO 221 (B).—Rule 221 (B) will apply only on portions of the road so specified on the time-table.

221 (C). Unless otherwise provided, a signalman having orders for delivery to a train will, in addition to the "stop" indication of the fixed signal, display at or near the station from which the signal is controlled and in the direction of the approaching train, a yellow flag or light by day and a yellow light by night which indication the engineman must acknowledge by signal 14(g). After the signal has been acknowledged, if the orders restrict the superiority of the train at that station, the signal must

remain at "stop" until the orders have been delivered; if the orders do not restrict the superiority of the train at that station, the signalman will then display the signal to give the proper "proceed" indication, and the train may then proceed to the station, but not beyond without receiving train orders and/or Clearance Form A.

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222. Operators must promptly record and report to the train dispatcher the time of arrival and departure of all trains and the direction of extra trains.

They must observe trains and report at once to the train dispatcher if the proper signals are not displayed.

223. The following signals and abbreviations may be used:

Initials for signature of the Superintendent.

Such office and other signals as are arranged by the Superintendent.

C & E—for Conductor and Engineman or Motorman.

X—Train will be held until train order is made "complete."

Com—for Complete.

O S—Train Report.

No—for Number.

Eng—for Engine.

Sec—for Section.

Psgr—for Passenger.

Frt—for Freight.

Mins—for Minutes.

Jct—for Junction.

Dispr—for Train Dispatcher.

Opr—for Operator.

31 or 19—to clear the line for Train Orders, and for Operators to ask for Train Orders.

S D—for “Stop Displayed.”

Int—for Interlocking Station.

MB—for Manual Block Station.

The usual abbreviations for the names of the months and stations.

224. The train dispatching telephone circuit is exclusively for the use of employes concerned in the movement of trains, and must not be used for any other purpose unless authorized.

225. Upon arrival of a train at a meeting or passing point where no operator is on duty, if the other train is not in sight the conductor or engineman must communicate with the train dispatcher giving location, his name and number of train and ascertain if there are any orders. If the train dispatcher has train orders the conductor or engineman must copy them in duplicate on proper forms, if available, repeat them to the train dispatcher, and in transmitting acknowledgment spell his name.

FORMS OF TRAIN ORDERS

Note.—Forms with a prefix “*S*” are for Single Track, those with a prefix “*D*” are for Two or More Tracks; those without prefix are for Single and Two or More Tracks. The words and figures in italics in the forms are examples, indicating the manner in which the orders are to be filled out.

FORMS OF TRAIN ORDERS.

S-A.

Fixing Meeting Points for Opposing Trains.

- (1) *No 1* meet *No 2* at *B*.
No 3 meet *Second 4* at *B*.
No 5 meet *Extra 95 east* at *B*.
Extra 652 north meet *Extra 231 south* at *B*.
- (2) *No 2* and *Second 4* meet *Nos 1 and 3* at *C* and *Extra 95 west* at *D* (and so on).
No 1 meet *No 2* at *B* *Second 4* at *C* and *Extra 95 east* at *D*.

Trains receiving these orders will run with respect to each other to the designated points and there meet in the manner prescribed by the rules.

B.

Directing a Train to Pass or Run Ahead of Another Train.

- (1) *No 1* pass *No 3* at *K*.
 Both trains will run according to rule to the designated point and there arrange for the rear train to pass promptly.
- (2) *No 6* pass *No 4* when overtaken.
 Both trains will run according to rule until the second-named train is overtaken and then arrange for the rear train to pass promptly.
- (3) *Extra 594 east* run ahead of *No 6 M* to *B*.
 The first-named train will run ahead of the second-named train between the points designated.

- (4) *Extra 95 west* run ahead of *No 3 B* until overtaken.

The first-named train will run ahead of the second-named train from the designated point until overtaken, and then arrange for the rear train to pass promptly.

- (5) *No 1* pass *No 3* at *K* and run ahead of *No 7 M* to *Z*.

When an inferior train receives an order to pass a superior train, right is conferred to run ahead of the train passed from the designated point. Unless some form of block signals is used, the following train will look out for the designated train ahead until the order is fulfilled.

S-C.

Giving Right Over an Opposing Train.

- (1) *No 1* has right over *No 2 G* to *X*.
 If the second-named train reaches the point last named before the other arrives, it may proceed, keeping clear of the opposing train as many minutes as such train was before required to clear it under the rules. If the first-named train is met between the designated points, the conductor of the second-named train must inform it of his arrival.
- (2) *Extra 37 east* has right over *No 3 F* to *A*.
 The regular train must not go beyond the point last named until the extra train has arrived, unless directed by train order to do so.

These orders give right to the train first named over the other train between the points named. If the trains meet at either of the designated points, the first-named train must take the siding, unless the order otherwise prescribes.

E.

Time Orders.

- (1)
- No 1*
- run
- 50 mins*
- late
- A*
- to
- G*
- .

This makes the schedule time of the train named, between the stations mentioned, as much later as stated in the order, and any other train receiving the order is required to run with respect to this later time, as before required to run with respect to the regular schedule time. The time in the order should be such as can be easily added to the schedule time.

- (2)
- No 1*
- run
- 50 mins*
- late
- A*
- to
- G*
- and
- 20 mins*
- late
- G*
- to
- K*
- , etc.

This makes the schedule time of the train named, between the stations mentioned, as much later as stated in the order, and any other train receiving the order is required to run with respect to this later time as before required to run with respect to the regular schedule time. The time in the order should be such as can be easily added to the schedule time.

- (3)
- Nos 1*
- and
- 3*
- wait at
- N*
- until
- 9 59 a m*

P *10 30 a m**R* *10 55 a m*, etc.

The train, or trains, named must not pass the designated points before the times given. Other trains receiving the order are required to run with respect to the time specified at the designated points or any intermediate station where schedule time is earlier than the time specified in the order,

as before required to run with respect to the schedule time of the train, or trains, named.

S-E.

Time Orders.

No 1 wait at *H* until *9 59 a m* for *No 2*.

The train first named must not pass the designated point before the time given, unless the other train has arrived. The train last named is required to run with respect to the time specified, at the designated point or any intermediate station where schedule time is earlier than the time specified in the order, as before required to run with respect to the schedule time of the train first named.

F.

For Sections.

- (1)
- Eng 20*
- display signals and run as
- First 1 A*
- to
- Z*
- .

To be used when the number of the engine for which signals are displayed is unknown, and is to be followed by (2), both being single-order examples.

- (2)
- Eng 25*
- run as
- Second 1 A*
- to
- Z*
- .

- (3)
- No 1*
- display signals
- A*
- to
- G*
- for
- Eng 25*
- .
-
- Second 1*
- display signals
- B*
- to
- E*
- for
- Eng 99*
- .

- (4)
- Engs 20 25*
- and
- 99*
- run as
- First Second*
- and
- Third 1 A*
- to
- Z*
- .

To add an intermediate section, (5) will be used.

- (5) *Eng 85* display signals and run as *Second 1 A to Z*.
Following sections change numbers accordingly.
The engine named will display signals and run as directed, and following sections will take the next higher number.

To drop an intermediate section, (6) will be used.

- (6) *Eng 85* is withdrawn as *Second 1* at *H*. Following sections change numbers accordingly.
The engine named will drop out at *H*, and following sections will take the next lower number.

To substitute one engine for another on a section, (7) will be used.

- (7) *Eng 18* instead of *Eng 85* display signals and run as *Second 1 R to Z*.
The second-named engine will drop out at *R*, and be replaced by the first-named engine.
Following sections need not be addressed.
If the second-named engine is the last section, the words "display signals and" will be omitted.

To discontinue the display of signals, (8) will be used.

- (8) *Second 1* take down signals at *D*.
The train named will take down signals as directed, and a following section must not proceed beyond the designated point.

To pass one section by another, (9) will be used.

- (9) *Engs 99* and *25* reverse positions as *Second* and *Third 1 H to Z*.
Conductors and enginemen of the trains ad-

dressed will exchange orders and signals. Following sections, if any, need not be addressed.

To have operators register for trains displaying signals, or for which signals are displayed, (10) may be added to the foregoing examples.

- (10) Operators at *A C* and *F* will register accordingly.
The operators at stations named must register the sections accordingly immediately after arrival or departure.

Each section affected by these orders must have copies and must arrange signals accordingly.

To annul a section for which signals have been displayed over a division, or any part thereof, when no train is to follow the signals, Form K must be used.

When sections are run to an intermediate point of a schedule, the train orders must specify which section or sections shall assume the schedule beyond such point.

G.

Extra Trains.

- (1) *Eng 99* run extra *A to F*.
(2) *Eng 99* run extra *A to F* and return to *C*.
The extra must go to *F* before returning to *C*.

S-H.

Work Extra.

- (1) *Eng 292* works extra *6 45 a m* until *5 45 p m* between *D* and *E*.
The work extra must, whether standing or moving, protect itself against extra trains within the

working limits in both directions as prescribed by the rules. The time of regular trains must be cleared.

—————
This may be modified by adding:

- (2) *Not protecting against eastward extra trains.*

The work extra will protect only against westward extra trains. The time of regular trains must be cleared.

- (3) *Not protecting against extra trains.*

Protection against extra trains is not required. The time of regular trains must be cleared.

—————
When a work extra has been instructed by order to not protect against extra trains, and, afterward, it is desired to have it clear the track for, or protect itself after a certain hour against, a designated extra, an order may be given in the following form:

- (4) *Work Extra 292 clears, or protects against, Extra 76 east between D and E after 2 10 p m.*

Extra 76 east must not enter the working limits before 2 10 p. m., and will then run expecting to find the work extra clear of the main track, or protecting itself, as the order may require.

—————
To enable a work extra to work upon the time of a regular train, the following form will be used:

- (5) *Work Extra 292 protects against No 55, or ——— class trains, between D and E.*

The work extra may work upon the time of the train or trains mentioned in the order, and must protect itself against such train or trains. The reg-

ular train or trains receiving the order will run expecting to find the work extra protecting itself.

When a work extra is to be given exclusive right over all trains, the following form will be used:

- (6) *Work Extra 292 has right over all trains between D and E 7 15 p m until 1 15 a m.*

This gives the work extra the exclusive right between the points designated between the times named.

—————
The working limits should be as short as practicable, to be changed as the progress of the work may require.

Work extras must give way to all trains as promptly as practicable.

Whenever extra trains are run over working limits they must be given a copy of the order sent to the work extra. Should the working order instruct a work extra to not protect against extra trains in one or both directions, extra trains must protect against the work extra; if the order indicates that the work extra is protecting itself against other trains, they will run expecting to find the work extra protecting itself.

D-H.

Work Extra.

- (1) *Eng 292 works extra on eastward track, or both tracks, 6 45 a m until 5 45 p m between D and E.*

The work extra must, whether standing or moving, protect itself within the working limits against extra trains moving with the current of traffic on the track or tracks named. The time of regular trains must be cleared.

This form may be modified by adding:

- (2) *Not protecting against extra trains.*

Protection against extra trains is not required.
The time of regular trains must be cleared.

To enable a work extra to work upon the time of a regular train, the following form may be used:

- (3) *Work extra 292 protects against No 55, or _____ class trains, between D and E.*

The work extra may work upon the time of the train or trains mentioned in the order and must protect against such train or trains.

The regular train or trains receiving the order will run expecting to find the work extra protecting itself.

When it is desired to move a train against the current of traffic over the working limits, provision must be made for the protection of such movement.

When a work extra is to be given exclusive right over all trains, the following form will be used:

- (4) *Work extra 292 has right over all trains on eastward and westward tracks between G and H 7 01 p m until 1 01 a m.*

This gives the work extra the exclusive right to the track, or tracks, mentioned between the points designated between the times named.

The working limits should be as short as practicable; to be changed as the progress of the work may require.

Work extras must give way to all trains as promptly as practicable.

J.

Holding Order.

- (1) Hold *No 2*.
(2) Hold *all, or eastward, trains*.

When a train has been so held it must not proceed until the order to hold is annulled, or an order given to the operator in the form:

_____ *may go*.

These orders will be addressed to the operator and acknowledged in the usual manner, and will be delivered to conductors and enginemen of all trains affected.

Form J will be used only when necessary to hold trains until orders can be given, or in case of emergency.

K.

Annuling a Schedule or a Section.

- (1) *No 1 due to leave A Feb 29th is annulled A to Z.*
(2) *Second 5 due to leave E Feb 29th is annulled E to G.*

The schedule or section annulled becomes void between the points named and cannot be restored.

Form K will not be combined with other forms of train orders.

L.

Annuling an Order.

- (1) Order *No 10* is annulled.

If an order which is to be annulled has not been delivered to a train, the annulling order will be addressed to the operator, who will destroy all copies of the order annulled but his own, and write on that:

Annulled by Order No _____.

An order which has been annulled must not be reissued under its original number.

S-M.**Annuling Part of an Order.**

- (1) That part of Order No 10 reading *No 1 meet No 2 at S* is annulled.
- (2) That part of Order No 12 reading *No 3 pass No 1 at S* is annulled.

Form *S-M* will be used only when that part of the order not annulled is clear in its wording.

D-M.**Annuling Part of an Order.**

- (1) That part of Order No 10 reading *Extra 263 west pass No 1 at S* is annulled.
- (2) That part of Order No 12 reading *No 3 pass No 1 at S* is annulled.

Form *D-M* will be used only when that part of the order not annulled is clear in its wording.

S-P.**Superseding an Order or a Part of an Order.**

This order will be given by adding to prescribed forms, the words "instead of _____."

- (1) *No 1 meet No 2 at C* instead of *B*.
- (2) *No 3 pass No 1 at D* instead of *C*.
- (3) *No 1* has right over *No 2 G to R* instead of *X*.
- (4) *No 1* display signals for *Eng 85 A to Z* instead of *G*.

An order which has been superseded must not be re-issued under its original number.

When a train is directed by train order to take siding for another train, such instructions apply only at the

point named in that order, and do not apply to the superseding order unless so specified.

D-P.**Superseding an Order or a Part of an Order.**

This order will be given by adding to prescribed forms, the words "instead of _____."

- (1) *No 1 pass No 3 at C* instead of *B*.
- (2) *No 1* display signals for *Eng 85 A to Z* instead of *G*.

An order which has been superseded must not be re-issued under its original number.

D-R.**Providing for a Movement Against the Current of Traffic.**

- (1) *No 1* has right over opposing trains on *No 2, or eastward, track C to F*.

The designated train must use the track specified between the points named and has right over opposing trains on that track between those points. Opposing trains must not leave the point last named until the designated train arrives.

An inferior train between the points named moving with the current of traffic in the same direction as the designated train must receive a copy of the order, and may then proceed on its schedule, or right.

This order may be modified as follows:

- (2) After *No 4* arrives at *C*, *No 1* has right over opposing trains on *No 2, or eastward, track C to F*.

The train to be moved against the current of traffic must not leave the first-named point until the arrival of the first-named train.

A train must not be moved against the current of traffic until the track on which it is to run has been cleared of opposing trains, nor until operators at intermediate train-order stations have been given a copy of the order.

T.

Directing a Train in Emergency to Pass Stop-Indication in Manual Block System Territory.

- (1) *Extra 85 west* may pass stop-indication at *A* and proceed prepared to stop short of *No. 1* ahead.

This order does not confer right over opposing trains.

When the location of the preceding train is known it should be stated in the order.

**RULES GOVERNING OPPOSING AND
FOLLOWING MOVEMENT OF
TRAINS ON SINGLE TRACK
BY BLOCK SIGNALS**

**RULES GOVERNING OPPOSING AND FOLLOWING
MOVEMENT OF TRAINS ON SINGLE
TRACK BY BLOCK SIGNALS.**

S-231. On portions of the road so specified on the timetable, trains will run by block signals whose indications will supersede time-table superiority and, unless otherwise provided, will take the place of train orders for both opposing and following movements.

S-232. The movement of trains will be supervised by the train dispatcher, who will issue instructions to signalmen when required.

S-233. The train dispatcher must be advised in advance, of work to be done or of any known condition which will prevent train making usual speed.

S-234. Except as affected by Rules S-231 to S-233, inclusive, all Block Signal Rules and Train Rules remain in force.

**RULES GOVERNING THE MOVE-
MENT OF TRAINS IN THE SAME
DIRECTION ON SINGLE TRACK
BY BLOCK SIGNALS**

**RULES GOVERNING THE MOVEMENT OF TRAINS
IN THE SAME DIRECTION ON SINGLE TRACK
BY BLOCK SIGNALS.**

↘ S-241. On portions of the road so specified on the time-table, trains will run with reference to other trains in the same direction by block signals whose indications will supersede time-table superiority.

↘ S-242. The movement of trains will be supervised by the train dispatcher, who will issue instructions to signalmen when required.

↘ S-243. The train dispatcher must be advised in advance, of work to be done or of any known condition which will prevent train making usual speed.

S-244. Except as affected by Rules S-241 to S-243, inclusive, all Block Signal Rules and Train Rules remain in force.

**RULES GOVERNING THE MOVE-
MENT OF TRAINS WITH THE
CURRENT OF TRAFFIC ON
TWO OR MORE TRACKS
BY BLOCK SIGNALS**

**RULES GOVERNING THE MOVEMENT OF TRAINS
WITH THE CURRENT OF TRAFFIC ON TWO
OR MORE TRACKS BY BLOCK SIGNALS.**

∨ *D-251.* On portions of the road so specified on the time-table, trains will run with the current of traffic by block signals whose indications will supersede time-table superiority.

D-252. The movement of trains will be supervised by the train dispatcher, who will issue instructions to signalmen when required.

D-253. The train dispatcher must be advised in advance, of work to be done or of any known condition which will prevent train making usual speed.

∨ *D-254.* Except as affected by Rules *D-251* to *D-253*, inclusive, all Block Signal Rules and Train Rules remain in force.

**RULES GOVERNING THE MOVE-
MENT OF TRAINS AGAINST THE
CURRENT OF TRAFFIC ON
TWO OR MORE TRACKS
BY BLOCK SIGNALS**

**RULES GOVERNING THE MOVEMENT OF TRAINS
AGAINST THE CURRENT OF TRAFFIC ON TWO
OR MORE TRACKS BY BLOCK SIGNALS.**

D-261. On portions of the road so specified on the timetable, trains will run against the current of traffic by block signals, whose indications will supersede time-table superiority and will take the place of train orders.

D-262. The movement of trains will be supervised by the train dispatcher, who will issue instructions to signalmen.

D-263. A train must not cross over, except as provided in Rule *D-261*, without authority from the train dispatcher.

D-264. Except as affected by Rules *D-261* to *D-263*, inclusive, all Block Signal Rules and Train Rules remain in force.

FORMS OF BLANKS

Form 31		Form 31		
.....(Name of Railroad).....				
TRAIN ORDER No.				
.....19.....				
To C. and E.	At.....			
X.....Opr.;.....M.				
.....				
.....				
..... Conductor and Engineman must each have a copy of this order.				
.....				
Repeated at.....M.				
Conductor or Engineman	Train	Made	Time	Opr.

Form 19		Form 19	
.....(Name of Railroad).....			
TRAIN ORDER No.			
.....19.....			
To C. and E.	At.....		
X.....Opr.;.....M.			
.....			
.....			
..... Conductor and Engineman must each have a copy of this order.			
.....			
Made	Time	M.	Opr.

.....(Name of Railroad).....

△
A

CLEARANCE FORM A

△
A

.....M.19.....

To Conductor and Engineman at

I have orders for your train.

Order No. ... Order No. ... Order No. ... Order No.

Order No. ... Order No. ... Order No. ... Order No.

have been delivered and there are no further orders for your train. Stop-signal is displayed

This form is authority to pass stop-signal for.....track.
Block.....

.....Operator.

This form does not affect any orders you may have received.

Manifold copies will be made for each Conductor, Engineman, and Operator, the latter retaining a copy.

Where Clearance Form A is used when the block is not clear, the line giving block indication will be left blank, and Clearance Form B used in addition to Clearance Form A.

Clearance Form A Rev. 4-15-44

.....(Name of Railroad).....

◇
B

CLEARANCE FORM B

◇
B

.....M.19.....

To Conductor and Engineman { Train | at

.....Signalman.

When this Form is issued, signalman will use the proper instruction shown in italics below.

1. *When signal cannot be cleared, use the following:
Proceed into block as though signal was displayed.*
2. *When Means of Communication have failed, use the following:
Proceed prepared to stop short of train ahead or obstruction.*

When this Form is issued, signalman will use the proper instruction shown in italics below.

1. *When signal cannot be cleared, use the following:
Proceed into block as though.....signal was displayed.*
2. *When Means of Communication have failed, use the following:
Proceed prepared to stop short of train ahead or obstruction.*

Clearance Form B Rev. 4-15-44

SIGNAL DEFINITIONS.

BLOCK SYSTEM.—A series of consecutive blocks.

MANUAL BLOCK SYSTEM.—A series of consecutive blocks, governed by block signals operated manually, upon information by telegraph, telephone or other means of communication.

AUTOMATIC BLOCK SYSTEM.—A series of consecutive blocks governed by automatic block signals.

AUTOMATIC BLOCK SIGNAL.—A fixed signal actuated by a train or by certain conditions affecting the use of a block.

BLOCK.—A length of track of defined limits, the use of which by trains is governed by block signals.

ABSOLUTE BLOCK.—A block which may be occupied by but one train at a time.

PERMISSIVE BLOCK.—A block which may be occupied by two or more trains moving in the same direction, at the same time.

CLEAR BLOCK.—A block not occupied.

BLOCK STATION.—A place from which block signals are operated.

BLOCK SIGNAL.—A fixed signal at the entrance of a block to govern trains entering and using that block.

ADVANCE BLOCK SIGNAL.—A home signal used to subdivide the block in advance.

INTERLOCKING.—An arrangement of signals and signal appliances so interlocked that their movements must succeed each other in a predetermined order.

INTERLOCKING STATION.—A place from which an interlocking is operated.

INTERLOCKING SIGNALS.—The fixed signals of an interlocking.

INTERLOCKING LIMITS.—The tracks between the opposing home and dwarf signals of an interlocking.

ROUTE.—The track a train may use in passing from one point to another.

HOME SIGNAL.—A fixed signal at the entrance of a route or block to govern trains entering and using said route or block.

DWARF SIGNAL.—A low home signal.

TARGET SIGNAL.—A revolving signal used as a substitute for a dwarf signal.

DISTANT SIGNAL.—A fixed signal used in connection with one or more signals to govern the approach thereto.

SWITCH TARGET.—The target connected to and working with a switch to indicate the route for which the switch is lined.

RAILROAD GRADE CROSSING SIGNAL.—A fixed signal used at railroad crossings at grade where interlocking is not in use to indicate by position of arm, ball, target, or light, when train or engine may proceed over crossing as prescribed by time-table.

TRAIN ORDER SIGNAL.—A fixed signal used in connection with the movement of trains by train orders.

SIGNAL INDICATION.—The information given by a signal.

SIGNAL MAST.—The upright to which a signal is directly attached.

DUMMY MAST.—A short upright, without signals, placed on top of a bracket post, or bracketed to the side of a signal mast, to show there is a track between the bracket post or signal mast, and the track for which signals are provided.

BRACKET POST.—An upright with a cross-piece on top on which is placed one or more masts.

IN THE REAR OF A SIGNAL.—The side of the signal from which an engineman receives the indication.

IN ADVANCE OF A SIGNAL.—The side of the signal opposite to that from which an engineman receives the indication.

LIMITED SPEED.—A speed not exceeding forty-five miles per hour.

MEDIUM SPEED.—A speed not exceeding thirty miles per hour.

SLOW SPEED.—A speed not exceeding fifteen miles per hour.

RESTRICTED SPEED.—A speed not exceeding that which will enable a train to stop short of train ahead, obstruction, or switch not properly lined, look out for broken rail, and not exceeding slow speed.

NOTE.—Speed restrictions apply to the entire train.
Rev. 2-15-41

SLOW SPEED.—A speed not exceeding ten miles per hour.

RESTRICTED SPEED.—A speed not exceeding that which will enable a train to stop short of train ahead, obstruction, or switch not properly lined, look out for broken rail, and not exceeding slow speed.

NOTE.—Speed restrictions apply to the entire train.

SIGNAL ASPECTS SIGNAL INDICATIONS AND SIGNAL RULES

NOTE: Special or all signal aspects, signal indications and signal rules may be shown on the time-table.

INTERLOCKING AND AUTOMATIC BLOCK SIGNALS



Fig. 31



Fig. 32



Fig. 33



Fig. 34



Fig. 35



Fig. 36



Fig. 37

Rule 281

PROCEED.

INTERLOCKING AND AUTOMATIC BLOCK SIGNALS



Fig. 40



Fig. 41



Fig. 43



Fig. 44

Rule 281
PROCEED.

Fig. 42



Fig. 45

Rule 281-A

PROCEED APPROACHING SECOND SIGNAL AT MEDIUM SPEED.
Rev. 2-15-41

INTERLOCKING AND AUTOMATIC BLOCK SIGNALS



Fig. 60



Fig. 61



Fig. 63



Fig. 64

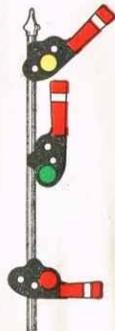


Fig. 65



Fig. 66

Rule 282

PROCEED APPROACHING NEXT SIGNAL AT MEDIUM SPEED. TRAIN EXCEEDING LIMITED SPEED MUST AT ONCE REDUCE TO THAT SPEED. REDUCTION TO LIMITED SPEED MUST COMMENCE BEFORE PASSING SIGNAL AND BE COMPLETED BEFORE ACCEPTING A MORE FAVORABLE INDICATION.

Rev. 12-20-49

INTERLOCKING AND AUTOMATIC BLOCK SIGNALS



Fig. 69



Fig. 70



Fig. 71



Fig. 72

Rule 282A
 PROCEED PREPARING TO STOP AT SECOND SIGNAL. TRAIN EXCEEDING LIMITED SPEED MUST AT ONCE REDUCE TO THAT SPEED. REDUCTION TO LIMITED SPEED MUST COMMENCE BEFORE PASSING SIGNAL AND BE COMPLETED BEFORE ACCEPTING A MORE FAVORABLE INDICATION.

Rev. 12-20-49



Fig. 76



Fig. 77

Rule 283

PROCEED; MEDIUM SPEED WITHIN INTERLOCKING LIMITS.

INTERLOCKING SIGNALS



Fig. 81

Rule 283A

PROCEED PREPARING TO STOP AT SECOND SIGNAL; MEDIUM SPEED WITHIN INTERLOCKING LIMITS.



Fig. 83

Rule 283B

PROCEED AT MEDIUM SPEED APPROACHING NEXT SIGNAL AT SLOW SPEED.

INTERLOCKING AND AUTOMATIC BLOCK SIGNALS



Fig. 85



Fig. 86

Rule 284

PROCEED APPROACHING NEXT SIGNAL AT SLOW SPEED. TRAIN EXCEEDING MEDIUM SPEED MUST AT ONCE REDUCE TO THAT SPEED.
Rev. 2-15-41

INTERLOCKING AND AUTOMATIC BLOCK SIGNALS



Fig. 88



Fig. 89



Fig. 90



Fig. 93



Fig. 94



Fig. 97



Fig. 98

Rule 285

PROCEED PREPARING TO STOP AT NEXT SIGNAL. TRAIN EXCEEDING MEDIUM SPEED MUST AT ONCE REDUCE TO THAT SPEED. REDUCTION TO MEDIUM SPEED MUST COMMENCE BEFORE PASSING SIGNAL AND BE COMPLETED BEFORE ACCEPTING A MORE FAVORABLE INDICATION.

Rev. 2-15-41

INTERLOCKING SIGNALS



Fig. 106



Fig. 108

Rule 286

PROCEED AT MEDIUM SPEED PREPARING TO STOP AT NEXT SIGNAL.

INTERLOCKING SIGNALS



Fig. 110



Fig. 111

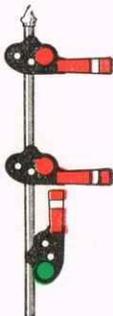


Fig. 112



Fig. 113

← Or Purple



Fig. 114



Fig. 115

Rule 287

PROCEED; SLOW SPEED WITHIN INTERLOCKING LIMITS.



Fig. 120

← Or Purple

Rule 288

PROCEED PREPARING TO STOP AT NEXT SIGNAL; SLOW SPEED WITHIN INTERLOCKING LIMITS.

MANUAL BLOCK SIGNALS



Fig. 125



Fig. 1



Fig. 143

Rule 289

PROCEED.



Fig. 126



Fig. 136



Fig. 144

Rule 289A

BLOCK OCCUPIED; PROCEED PREPARED TO STOP SHORT OF TRAIN AHEAD. SLOW SPEED MUST NOT BE EXCEEDED.

Rev. 8-15-47

TRAIN ORDER SIGNALS



Fig. 150



Fig. 151

Rule 289C
NO TRAIN ORDERS.



Fig. 162



Fig. 163

Rule 289E
TRAIN ORDERS.

INTERLOCKING AND AUTOMATIC BLOCK SIGNALS



Fig. 175



Fig. 176



Fig. 177

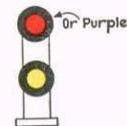


Fig. 178



Fig. 179



Fig. 181



Fig. 182



Fig. 183



Fig. 186

Rule 290
PROCEED AT RESTRICTED SPEED.

AUTOMATIC BLOCK SIGNALS



Fig. 191

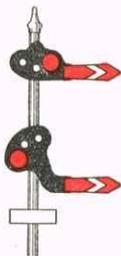


Fig. 192



Fig. 193

Rule 291

STOP, THEN PROCEED AT RESTRICTED SPEED.
Rev. 2-15-41

INTERLOCKING SIGNALS



Fig. 200



Fig. 201

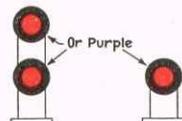


Fig. 202



Fig. 204



Fig. 208



Fig. 209



Fig. 213

Rule 292

STOP.

MAIN TRACK SWITCH TARGETS



Fig. 221



Fig. 224



Fig. 225



Fig. 228

LINED FOR
DIVERGING ROUTE.

LINED FOR
MAIN TRACK.

SIDING AND YARD SWITCH TARGETS



Fig. 230



Fig. 233



Fig. 234

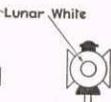


Fig. 235

LINED FOR
DIVERGING ROUTE.

LINED FOR
STRAIGHT TRACK OR LEAD.

SIDING DERAIL TARGETS



Fig. 242

Or Purple



Fig. 243



Fig. 247



Fig. 248

DERAILING POSITION.

NON-DERAILING POSITION.

Rule 293

TEMPORARY SPEED BOARDS

REDUCE SPEED BOARD

Location—UPON THE RIGHT OF AND ADJOINING THE TRACK TO WHICH IT REFERS, APPROXIMATELY 8,000 FEET FROM THE POINT TO BE PROTECTED.

Rule 295

APPROACH SLOW SPEED BOARD AT NOT EXCEEDING SPEED SHOWN ON REDUCE SPEED BOARD.



Fig. 255

SLOW SPEED BOARD

Location—AT THE POINT TO BE PROTECTED, UPON THE RIGHT OF AND ADJOINING THE TRACK TO WHICH IT REFERS.

Rule 295A

SPEED BETWEEN SLOW SPEED BOARD AND RESUME SPEED BOARD MUST NOT EXCEED SPEED SHOWN ON REDUCE SPEED BOARD.



Fig. 256

RESUME SPEED BOARD

Location—UPON THE RIGHT OF AND ADJOINING THE TRACK TO WHICH IT REFERS, AND 50 FEET IN ADVANCE OF THE POINT PROTECTED.

Rule 295B

RESUME SPEED AFTER REAR OF TRAIN HAS PASSED THIS BOARD.



Fig. 257

NOTE—Flags of prescribed color may be substituted for the Boards when necessary.

When yellow Flags are substituted, or the Reduce Speed Board does not designate the speed limit, speed must be reduced to 10 miles per hour.

Lights of the prescribed color must be used by night in addition to the Boards or Flags.

RAILROAD GRADE CROSSING SIGNALS

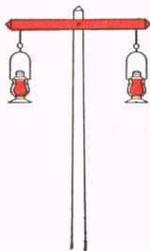


Fig. 275
HORIZONTAL

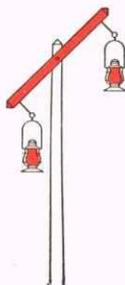


Fig. 276
DIAGONAL

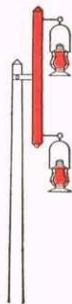


Fig. 277
VERTICAL

Rule 297

STOP OR PROCEED AS PRESCRIBED BY TIME-TABLE.

NOTE — Signal may be of Target, Gate, Ball or other type.

TRACK PAN LIGHTS

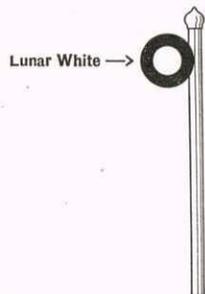


Fig. 281

Rule 299

SCOOP MAY BE LOWERED AT THIS POINT.



Fig. 282

Rule 299A

SCOOP MUST BE RAISED AT THIS POINT.

MANUAL BLOCK SYSTEM RULES

The Manual Block System will be used only where so specified on the time-table or by special instructions, which will prescribe whether Rules 317-A, 318-A and 331-A for absolute block, or Rules 317-B, 318-B and 331-B for permissive block for following movements, shall govern.

MANUAL BLOCK SYSTEM RULES.

305. Block signals govern the use of the blocks, but, unless otherwise provided, do not supersede the superiority of trains; nor dispense with the use or the observance of other signals whenever and wherever they may be required.

305a. Block signals will be used as train-order signals where separate train-order signals are not provided.

At interlocking stations, which are also block stations, where separate block signals are not provided, the interlocking home (or dwarf) signals will be used also as block signals.

305b. Where interlocking and block signals are operated from the same station, interlocking rules govern movements through the interlocking.

306. When a block station is open at an irregular hour, trains must be notified by train order or by special instructions, and special precautions must be taken to call the attention of trains approaching such block station to the indications of the block signals.

SIGNALMEN.

311. Signals must be kept in the position displaying the most restrictive indication, except when displayed for an immediate movement.

312. Appliances must be operated carefully and only by those charged with that duty. If any irregularity affecting their operation is detected the signals must be displayed to give their most restrictive indication until repairs are made.

313. Signalmen must observe, as far as practicable, whether the indications of the signals correspond with the positions of the levers.

314. Signalmen must not make nor permit any unauthorized repairs, alterations or additions to the apparatus.

315. A block record must be kept at each block station.

316. Communicating Code.

1.—Display Stop-indication.

13.—I understand.

17.—Display Stop-indication. Train following.

2.—Block clear.

3.—Block wanted for train other than passenger.

36.—Block wanted for passenger train.

4.—Train other than passenger has entered block.

46.—Passenger train has entered block.

5.—Block is not clear of train other than passenger.

56.—Block is not clear of passenger train.

7.—Train following.

8.—Opening block station. Answer by 2, 5, or 56.

9.—Closing block station, followed by 2.

If the block is clear, to be answered by 13, followed by 2.

If the block is not clear, to be answered by 5 or 56.

When two or more tracks are used in the same direction, signalmen in using the communicating code must also specify the track.

NOTE TO RULE 316.—When telephone is used the code will be used without the numerals.

317-A. To admit a train to a block, the signalman must examine the block record, and, if the block is clear, give "1 for——," to the next block station in advance. The signalman receiving this signal, if the block is clear, must display the Stop-indication to opposing trains, and reply

"2 for ——." If the block is not clear, he must reply "5 of ——," or "56 of ——." The signalman at the entrance of the block must then display the proper signal indication.

A train must not be admitted to a block unless it is clear, except as provided in Rule 333 or by train order.

NOTE TO RULE 317-A.—Rule 317-A is for absolute block for following and opposing movements on the same track.

317-B. To admit a train to a block, the signalman must examine the block record, and, if the block is clear, give "3 or 36 for ——," to the next block station in advance. The signalman receiving this signal, if the block is clear, must display the Stop-indication to opposing trains and reply "2 for ——." If the block is not clear, he must reply "5 of ——," or "56 of ——." The signalman at the entrance of the block must then display the proper signal indication.

A train must not be admitted to a block which is occupied by an opposing train or by a passenger train, except as provided in Rules 326a, 333, or by train order.

To permit a train to follow a train other than a passenger train into a block, except during fog or adverse weather conditions, the signalman must give "17 for ——," to the next block station in advance. The signalman receiving this signal, if there is no passenger train in the block, must reply "5 of —— 13 for ——." The approaching train will then be admitted to the block under Permissive-indication or with Clearance Forms A and B.

NOTE TO RULE 317-B.—Rule 317-B is for absolute block for opposing movements, and permissive block for following movements on the same track.

318-A. To admit a train to a block, the signalman must examine the block record, and, if the block is clear, give "3 for ——," or "36 for ——," to the next block

station in advance. The signalman receiving this signal, if the block is clear, must reply "2 for ——." If the block is not clear, he must reply "5 of ——," or "56 of ——." The signalman at the entrance of the block must then display the proper signal indication.

A train must not be admitted to a block unless it is clear, except as provided in Rule 333 or by train order.

NOTE TO RULE 318-A.—Rule 318-A is for absolute block for following movements only.

318-B. To admit a train to a block, the signalman must examine the block record, and, if the block is not occupied by a passenger train, give "3 for ——," or "36 for ——," to the next block station in advance. The signalman receiving this signal, if the block is clear, must reply "2 for ——." If the block is not clear, he must reply "5 of ——," or "56 of ——." The signalman at the entrance of the block must then display the proper signal indication.

A train must not be admitted to a block which is occupied by a passenger train, except as provided in Rule 333 or by train order.

A train may be permitted to follow a train other than a passenger train into a block, except during fog or adverse weather conditions, under Permissive-indication or with Clearance Forms A and B.

NOTE TO RULE 318-B.—Rule 318-B is for permissive block for following movements only.

319. When a train enters a block, the signalman must give "4 ——," or "46 ——," and the time, to the next block station in advance, and when the train has passed the Home or Block Signal and the signalman has seen the markers he must display the Stop-indication, and when the rear of the train has passed 400 feet beyond

the Home or Block Signal, he must give the record of the train to the next block station in the rear.

This information must be entered on the block records.

NOTE TO RULES 317-A, 317-B, 318-A, 318-B and 319.—The blanks in Rules 317-A, 317-B, 318-A, 318-B and 319 are to be filled by the number or designation of the train, except as otherwise noted.

320. Unless otherwise provided, signalmen must not ask for the block until they have received a report of the train from the next block station in the rear.

321. Signalmen must, as far as practicable, observe all passing trains and note whether they are complete and in order, and the markers properly displayed.

322. Should a train pass a block station with any indication of conditions endangering the train, or a train on another track, the signalman must immediately notify the signalman at the next block station in advance, and each must display Stop-indication to all trains that may be affected, and must not permit any train to proceed until it is known that its track is not obstructed.

323. Should a train without markers pass a block station, the signalman must notify the signalman at the next block station in each direction, and must not report that train clear of the block until he has ascertained that the train is complete.

324. Should a train in two or more parts pass a block station, the signalman must stop all trains moving in the same direction and notify the signalman at the next block station in advance. A signalman having received this notice must stop all trains moving in the opposite direction. The Stop-indication must not be displayed to the engineman of the parted train if the train can be admitted to the block in advance under Block Signal Rules; but the Train-parted signal must be given. Should a train in

either direction be stopped, it may be permitted to proceed when it is known that its track is not obstructed.

325. A signalman informed of any obstruction in a block must immediately notify the signalman at the other end of the block and each must display Stop-indication to all trains that may be affected and must not permit any train to proceed until it is known that its track is not obstructed.

326. When a train takes a siding or otherwise clears the main track the signalman must know that it is clear of the block before giving "2" or displaying a Clear-indication for that block.

The signalman must obtain control of the block before permitting a train to enter the block.

326a. Eliminated. 4-15-44

given copies of such train orders and deliver a copy with Clearance Forms A and B to the conductor and engineman of trains so entering the block.

327. To permit a train or engine to enter a block or foul the main track, or to cross from one main track to another, the signalman must examine the block record and if all the blocks affected are clear of approaching trains he must provide or arrange for block protection before permission is given, and until movement is complete and block clear, trains will not be admitted to the block except as prescribed by Rule 289A or Clearance Forms A and B.

Rev. 5-1-45

All cross-over movements must be entered on the block records.

327a. To permit an engine to occupy a block to do switching, when it is known that a train has cleared the portion of block to be so used, the signalman must examine the block record and if all the blocks affected are clear of approaching trains he must arrange with the signalman at the next block station to protect the movement, and when Stop-indications have been displayed permission may be given. Until the block is clear no train must be admitted. All such movements must be entered on the block records.

328. When coupled trains are separated, as prescribed by Rule 364, the signalman must regard each portion as an independent train.

329. When necessary to stop a train for which a Clear or Permissive indication has been displayed and accepted, the signalman must give hand signals in addition to displaying the Stop-indication.

330. A signalman having train orders for a train must display the Stop-indication. He may permit trains to proceed under Block Signal Rules after complying with Rules for Movement by Train Orders.

Rev. 3-15-48

331-A. When from the failure of block signal apparatus, the block signal cannot be changed from its most restrictive indication, a signalman having information from signalman at next block station in advance that the block is clear, may admit a train to the block by the use of Clearance Form A.

NOTE TO RULE 331-A.—Rule 331-A is for absolute block.

331-B. When from the failure of block signal apparatus, the block signal cannot be changed from its most restrictive indication, a signalman having information

from signalman at next block station in advance that the block is clear, may admit a train to the block by the use of Clearance Form A.

If the block is occupied by a train, other than an opposing train or a passenger train, the signalman may admit a following train by the use of Clearance Forms A and B.

NOTE TO RULE 331-B.—Rule 331-B is for permissive block for following movements.

332. Operating levers must be blocked or marked and should not be used when a track, switch or signal is undergoing repairs, or when a track is obstructed.

333. When, from any cause, a signalman is unable to communicate with the next block station in advance, he must stop all trains approaching in that direction. Should no cause for detaining a train be known, it may then be permitted to proceed with Clearance Forms A and B, provided 10 minutes have elapsed since the passage of the last preceding train.

334. Hand signals must not be used when the proper indications can be displayed by the block signals, except as prescribed by Rule 329 or 343. When hand signals are necessary they must be given from such a place and in such a way that there can be no misunderstanding on the part of enginemen or trainmen as to the signals, or as to the train or engine for which they are intended.

NOTE TO RULE 334.—Hand signaling includes the use of flag, lamp, torpedo and fusee signals.

335. At block stations where but one block signal is provided for a direction, it will govern trains moving only with the current of traffic. Trains moving against the current of traffic must receive Clearance Form A at each open block station.

At interlocking stations, which are also block stations, and where separate block signals are not provided, the interlocking home (or draw) signals will be used to

govern trains moving with and against the current of traffic.

336. Signalmen will be held responsible for the care of the block station, lamps and supplies; and, unless otherwise provided, of the signal apparatus.

337. Lights in block stations must be so placed that they cannot be seen from approaching trains.

338. If a train overruns a Stop-indication, the fact must be reported to the Superintendent by wire.

339. If a Stop-indication is disregarded, the fact must be reported to the next block station in advance and then to the Superintendent by wire.

340. To open a block station the signalman must give "8" to the next block station in each direction and record the trains that are in the extended block. He must then display the most restrictive signal indication and notify the next block station in each direction that the block station is open.

When trains, which were in the extended block when the block station was opened and which had passed his block station before it was opened, clear the block in advance he must repeat the record to the block station in the rear.

340a. Trains entering block on other than a clear indication must not accept a clear indication at a block station which was closed when train entered block, without receiving Clearance Form A.

341. A block station must not be closed except upon authority of the Superintendent.

341a. Before permitting a signalman at an open block station to absent himself from the office and display a clear indication, the train dispatcher must communicate

with the next open block station in each direction, and issue train order to any train entering the block, stating that next block station is closed.

342. Unless otherwise provided, a block station must not be closed until the block in each direction is clear of all trains.

To close a block station, the signalman must give "9" followed by "2" to the next block station in each direction and when he receives "13" followed by "2" enter it on his block record, with the time it is received from each block station.

The block signals must then be secured in the clear position, all lights extinguished, and the block wires, and when necessary, circuits arranged to work through the closed block station.

343. When a block station is open at an irregular hour, signalmen must use hand signals, in addition to block signals, to give the required indications until all trains have passed which have not been notified by train order or by special instructions that the block station is open

344. Signalmen must not permit unauthorized persons to enter the block station.

ENGINEMEN AND TRAINMEN.

361. At block stations where but one block signal is provided for a direction, it will govern trains moving only with the current of traffic. Trains moving against the current of traffic must receive Clearance Form A at each open block station.

At interlocking stations where block signals are not provided the governing home (or dwarf) signal will apply to trains moving with and against the current of traffic.

NOTE TO RULE 361.—Where block signals are provided for blocking trains moving against the current of traffic, they will govern.

362. Trains must not pass a Stop-indication without receiving Clearance Form A, and in addition, if the block is not clear, Clearance Form B or a train order authorizing them to do so, except that:

(a) When making a station stop, the head end of a passenger train may pass signal (except an interlocking signal used as block signal) not more than 300 feet if track is seen or known to be clear and the engine will not foul switch to be used by opposing trains.

(b) Signal (except an interlocking signal used as block signal) may be passed to enter a siding to meet an opposing train when switch is located in advance of signal, after engineman has had proper understanding with the signalman, and, in addition, a hand signal is received from trainman of train holding main track.

363. Trains must not proceed on hand signals as against block signals, except as provided in Rule 362.

364. Unless otherwise directed, when two or more trains have been coupled and so move past any block station, they must be separated only at a block station and the signalman notified.

365. When a train takes a siding or otherwise clears the main track the conductor must report to signalman when the train is clear and the switch closed, and the train must not again enter the block or foul the main track without permission of the signalman.

A train having passed beyond the limits of a block must not back into that block without permission from the signalman.

365a. A train must not go to a siding from which there is no means of communication with the train dispatcher or signalman, to be met or passed by other trains unless

the conductor and engineman have received a train order authorizing the movement, also Clearance Forms A and B.

365b. Unless otherwise provided, at block stations where the siding is located in advance of the block signal, the inferior train must clear the time of opposing superior trains at the next open block station in advance.

365c. An inferior train must clear the time of a first-class train in the same direction, at the next open block station in the rear.

365d. An engine must receive permission from the signalman to enter a block to do switching and be governed by his instructions with respect to the time the block must be cleared, and report when clear.

366. Unless otherwise provided, when it is necessary for a train to cross over, the signalman must be notified and permission obtained before crossing over or returning.

367. The engineman of a train which has parted must sound the whistle signal for Train-parted when approaching a block station.

368. An engineman receiving a Train-parted signal from a signalman must answer by the whistle signal for Train-parted.

369. When a parted train is recoupled the signalman must be notified.

370. When there is an obstruction between block stations, notice must be given to the nearest signalman and to the train dispatcher.

371. When a train is stopped by a home or block signal the conductor and engineman must immediately ascertain the cause.

372. Conductors must report to the Superintendent any unusual detention at block stations.

373. A block station must not be considered as closed, except as provided for by time-table or special instructions.

AUTOMATIC BLOCK SYSTEM RULES

The Automatic Block System will be used only where so specified on the time-table or by special instructions.

AUTOMATIC BLOCK SYSTEM RULES.

505. Block signals govern the use of the blocks, but, unless otherwise provided, do not supersede the superiority of trains; nor dispense with the use or the observance of other signals whenever and wherever they may be required.

505a. Where an interlocking is in use in automatic block system territory, interlocking rules govern movements through the interlocking. Interlocking home signals will be used also as block signals.

ENGINEMEN AND TRAINMEN.

508. Block signals for a track apply only to trains moving with the current of traffic on that track, except where Rule D-261 is in effect.

508a. A train having passed beyond the limits of a block must not back into that block without protection as prescribed by Rule 99.

509. When a train is stopped by a Stop-indication, it must stay until authorized to proceed, or in case of failure of means of communication it may proceed when preceded by a flagman to the next signal displaying a proceed or approach indication.

509a. On portions of the road so specified on the timetable, trains may pass a signal displaying the indication "Stop; then proceed at restricted speed" without stopping, proceeding at restricted speed.

510. When a train is stopped by a block signal which is evidently out of order, the fact must be reported on Form S.C.1.

511. Both switches of a crossover must be open before a train or engine starts to make a cross-over movement,

and the movement must be completed before either switch is restored to normal position.

512. _____

513. Unless otherwise provided, in automatic block system territory, yard engines or trains before entering a main track, or crossing from one main track to another, must obtain permission from the signalman or train dispatcher. This permission must not be given unless it is known that the movement of an approaching train will not be affected. This will not relieve employes in train service from the duty of promptly and properly protecting their train.

At bolt-locked switches after operating the bolt lock, trainmen must wait three minutes before operating the switch. At non-bolt-locked switches trainmen will operate the switch and wait three minutes at the switch before making engine or train movement, unless it is known that the movement of an approaching train will not be affected.

514. A train or engine entering a block between signals must be protected as required by the rules and must proceed at restricted speed.

515. Engines with less than 32 feet wheel base, including tender, must not be operated in automatic block system territory except when coupled to another engine or car.

INTERLOCKING RULES

INTERLOCKING RULES.

605. Interlocking signals govern the use of the routes of an interlocking, and as to movements within Home Signal limits, their indications supersede the superiority of trains, but do not dispense with the use or the observance of other signals whenever and wherever they may be required.

606. At interlocking stations where separate train-order signals, manual block signals or automatic block signals are not provided, the interlocking home (or dwarf) signals will be used also as prescribed by Rules 221C, 305a and 505a.

SIGNALMEN.

611. Unless otherwise provided, signals must be kept in the position displaying the most restrictive indication, except when displayed for an immediate movement.

612. Appliances must be operated carefully and only by those charged with that duty. If any irregularity affecting their operation is detected the signals must be displayed to give their most restrictive indication until repairs are made.

613. When the route is set the signals must be operated sufficiently in advance of approaching trains to avoid delay.

614. _____

615. When necessary to change any route for which the signals have been cleared for an approaching train or engine, switches, movable frogs or derails, must not be changed or signals cleared for any conflicting route until the train or engine for which the signals were first cleared has stopped.

616. The lever operating a switch, derail, movable frog, detector bar or lock must not be moved when any portion

of a train or engine is standing on or closely approaching the switch, derail or movable frog.

616a. When rails are rusted, or cars have been left standing and wheels are rusted, trainmen and signalmen must confer regarding movements to insure that signalman will not operate switches while engine or cars are moving over them.

617. Operating levers must be blocked or marked and should not be used when a track, switch or signal is undergoing repairs or when a track is obstructed.

618. _____

619. If the force whose duty it is to keep the switches clear, when snow or sand is drifting, is not on hand when required, the fact must be reported to the Superintendent.

620. If a signal fails to work properly its operation must be discontinued and when practicable the signal secured so as to display its most restrictive indication. Train movements must be protected and the Superintendent notified.

621. Signalmen must observe, as far as practicable, whether the indications of the signals correspond with the positions of the levers.

622. Signalmen must not make nor permit any unauthorized repairs, alterations or additions to the interlocking.

Any defects in the interlocking must be promptly reported on prescribed form.

623. If there is a derailment or if a switch, movable frog or derail is run through, or if any damage occurs to the track or interlocking, the signals must be restored so as to display their most restrictive indication, and no train or switching movement permitted until all parts of the interlocking and track liable to consequent damage have

been examined and are known to be in a safe condition.

624. When necessary to disconnect, or if it is impossible to lock a switch, movable frog, derail, facing point lock, detector bar or electric locking circuit, all movable parts affected must be safely secured before a train or engine is permitted to pass over them.

625. When switches, movable frogs, derails or signals are undergoing repairs, signals must not be displayed for any movement which may be affected by such repairs, until it has been ascertained from the signal maintainer that the switches, movable frogs and derails are properly lined for such movement.

626. Signalmen must, as far as practicable, observe all passing trains and note whether they are complete and in order; should there be any indication of conditions endangering the train, or any other train, the signalman must take such measures for the protection of trains as may be practicable.

626a. A signalman informed of any obstruction must immediately notify the signalman at the next open communicating station and each must display Stop-indication to all trains that may be affected and must not permit any train to proceed until it is known that its track is not obstructed.

627. If a signalman has information that an approaching train has parted he must, if possible, stop trains or engines on conflicting routes, clear the route for the parted train, and give the Train-parted signal to the engineman.

628. Hand signals must not be used when the proper indication can be displayed by the interlocking signals, except as prescribed by Rules 628a and 628b.

When the proper indication cannot be displayed, hand

signals may be used but must not be given until after the train or engine has been brought to a stop.

When hand signals are necessary, they must be given from such a place and in such a way that there can be no misunderstanding on the part of enginemen or trainmen as to the signals or as to the train or engine for which they are intended, and the signalman must fully inform enginemen and trainmen of the situation unless they have been notified by special instructions or train order that hand signals will be used.

628a. When necessary to stop a train for which a proceed indication has been displayed and accepted, the signalman must give hand signals in addition to displaying the Stop-indication.

628b. When an interlocking station is open at an irregular hour, signalmen must use hand signals, in addition to fixed signals, to give the required indications until all trains have passed which have not been notified by special instructions or train order that the interlocking station is open.

NOTE TO RULES 623, 628a and 628b.—Hand signaling includes the use of flag, lamp, torpedo and fusee signals.

629. —————

630. Signalmen will be held responsible for the care of the interlocking station, lamps and supplies; and, unless otherwise provided, of the interlocking. In the absence of the signal maintainer the signalman must make such emergency repairs as are practicable to permit the safe passage of trains.

631. Lights in interlocking stations must be so placed that they cannot be seen from approaching trains.

632. —————

633. If a train or engine overruns a Stop-indication, the fact must be reported to the Superintendent by wire.

633a. If a Stop-indication is disregarded, the fact must be reported to the first open communicating station in advance and then to the Superintendent by wire.

634. Signalmen must not permit unauthorized persons to enter the interlocking station.

635. During a stated period an interlocking station may be closed upon authority of the Superintendent. When so closed, levers must be set for routes desired; signals for such routes must display proceed indication.

The interlocking station must be locked.

636. A signal must not be cleared for a route which is fouled by a train on a conflicting route.

637. When a signal does not display an indication to proceed when the lever is reversed, the Restricted-speed indication or a hand signal must not be displayed for a movement on the same route until the switches, movable frogs and derails have been examined, except when the clearing of such signal is prevented by a track section being occupied or other apparatus being out of service which does not interfere with or make it improper to display the Restricted-speed indication, or hand signal.

ENGINEMEN AND TRAINMEN.

661. If a signal indication, permitting a train or engine to proceed, after being accepted, is changed to a Stop-indication before it is reached, the stop must be made at once. Such occurrence must be reported to the Superintendent by wire.

662. _____

663. Trains or engines must not pass an interlocking

signal indicating "Stop" without receiving hand signals. Enginemen or trainmen must not proceed on hand signals until after their train or engine has been brought to a stop and they are fully informed of the situation; the movement must then be made at restricted speed.

664. The engineman of a train which has parted must sound the whistle signal for Train-parted on approaching an interlocking station.

665. An engineman receiving a Train-parted signal from a signalman must answer by the whistle signal for Train-parted.

666. When a parted train has been re-coupled the signalman must be notified.

667. Sand must not be used within the limits of an interlocking.

668. When a train is stopped by a Stop-indication the conductor and engineman must immediately ascertain the cause.

Conductors must report to the Superintendent any unusual detention at an interlocking.

669. Trains or engines stopped by the signalman in making a movement through an interlocking, must not move in either direction until they have received the proper signal from him.

670. A reverse movement within the limits of an interlocking, or a forward movement after making a reverse movement, must not be made without the proper interlocking signal or permission from the signalman.

670a. When a train or engine having accepted a proceed indication of an interlocking signal, stops less than 30 feet in advance of such signal, it must not again proceed without permission from the signalman.

671. While an interlocking station is closed, should a signal for an open route indicate "Stop," movements through the interlocking must be preceded by a flagman. Before proceeding, the engineman and trainmen must know the route is properly lined.

The facts must be reported to the Superintendent from the first available point of communication.

SIGNAL MAINTAINERS.

683. When any part of an interlocking is to be repaired a thorough understanding must first be had with the signalman, in order to secure the safe movement of trains and engines during repairs. The signalman must be notified when the repairs are completed.

684. When work is to be done on locking of an interlocking machine, and switches, derails, movable frogs and signals may be operated by lever, the derails, switches and movable frogs affected must be safely secured in position for passage of trains and engines. The route must be checked by a competent employe assigned on the ground before displaying signal to proceed.

685. When repairs or changes are to be made on an interlocking machine and switches, derails, movable frogs and signals may not be operated by levers, the derails, switches and movable frogs affected must be safely secured, and signals fastened in "Stop" position. When necessary to use switches, derails and movable frogs they must be safely secured in position for passage of trains and engines, and the route checked by a competent employe assigned on the ground before giving hand signals.

ADDITIONAL GENERAL RULES

PERSONAL INJURIES

SPECIAL RULES

ADDITIONAL GENERAL RULES.

700. Should an improper Proceed-indication of a fixed signal be observed, it must be reported to the Superintendent by wire and a trainman or other competent employe left to notify approaching trains that would be affected by the signal until relieved by a Signal Department employe or by instructions from the Superintendent.

701. Observance of passing trains by employes and code of signals to be used:

When trains are passing, trainmen at rear of train must observe the general condition of trains on other tracks.

When trains are standing, trainmen must place themselves in the best possible position to observe the running gear of passing passenger trains, and, when other duties do not interfere, the same observation must be made of passing freight trains.

When approaching track pans and immediately after passing them, and frequently at other points, trainmen must observe each side of their train.

The forward trainmen of freight trains, and enginemen and firemen when practicable, must be on the lookout for signals from the rear after meeting or passing trains, also when approaching and passing stations, drawbridges, track pans and trackmen, and frequently at other points.

When trains are passing, signalmen and operators must observe the general condition of trains. Trackmen, bridgemen, signal maintainers, pumpers, drawbridge operators and other employes must make similar observations.

If any indication of conditions endangering a train is observed, "Stop" signal must be given. If there are no

apparent defects, employes, except crossing watchmen, must give "Proceed" signal.

On three or more main tracks, passenger trainmen will comply with the foregoing as far as practicable.

Hot journals.

By day: Hold nose with finger and thumb of one hand and point down toward track with the other.*

By night: Swing lamp in small vertical circle; lamp to be held by guard wires.*

*In addition, give "Stop" signal.

Connections dragging.

By day or night: Give "Stop" signal.

Car door swinging or about to fall.

By day: Raise and lower right hand slowly full length of body.*

By night: Same signal to be given with lamp.*

*In addition, give "Stop" signal.

Brakes sticking.

By day: Shove hand in sliding movement out from body.*

By night: Same signal to be given with lamp.*

*In addition, give "Stop" signal to freight trains.

Flat wheels.

By day: Place palms of both hands together in horizontal position.

By night: Hold lamp in horizontal position at arms length.

Headlight not burning.

By day: Point to your eyes in full view of Engineman or Fireman.

All clear.

By day or night: "Proceed" signal.
All signals must be acknowledged.

702. Employees must report for duty at the required time. Employees in train service will assist in making up their trains when necessary.

703. When handled in revenue freight trains, boarding cars must be placed next ahead of caboose; wooden underframe flat cars, cars in "X" series (except ballast cars and steel underframe cars), scale test cars, cranes, hoists, steam shovels and similar equipment, on their own wheels, with the booms lowered and secured, and when possible with heavy end forward, must be placed on rear of train ahead of caboose and boarding cars.

Rev. 11-1-41

704. The doors of empty cars in trains must be closed and secured. The doors of loaded cars must be closed, secured and sealed except when left open for proper ventilation.

705. Trainmen must, when leaving cars on side tracks, see that cars are entirely clear of any public or private crossing and obstruct the view as little as practicable.

State and Municipal laws pertaining to the obstruction of public crossings must be observed.

Freight trains must not block a crossing used by the public to reach stations when passenger trains scheduled to stop are approaching or standing at stations.

706. Cars which are, or may be, in process of loading or unloading, must not be coupled to or moved until all persons in or about them have been notified and all obstructions under or about the cars, and attachments, such as pipe connections to tank cars are removed. When such cars are moved they must be returned to original location.

Rev. 12-20-49

707. When push cars, hand cars, velocipede cars or gasoline cars are operated on a main track by night, or when weather conditions require the display of night sig-

nals, a white light must be displayed to the front and a red light to the rear.

708. When a train is in motion, care must be exercised to see that trap and side vestibule doors or gates be kept closed, except when necessary to meet service requirements.

Conductors must exercise care to see that trains are not moved while passengers are getting on or off.

Rev. 4-15-44

Gates on rear of passenger trains must be kept closed and when chain is used it must be hooked in proper position. When cars are separated, the gate in vestibule of each car must be closed before separation is made; or if gates are not provided, the cars must not be separated until a trainman or other competent employe has been stationed in the vestibule of each car where separation is made, to protect passengers.

Trainmen must see to the proper adjustment of vestibule curtains before leaving initial terminal, at points enroute where cars are to be separated and upon arrival at final terminal. The adjustment of vestibule curtains on Pullman cars is the duty of the Pullman employes in charge, who must be notified when cars are to be separated.

Trainmen of switching crews must know that curtains are unhooked before switching cars.

709. Trainmen on passenger trains must make announcements as follows:

(a) Before starting from a terminal or junction station

announce from the center of each car, except Pullman and dining cars, the destination of the train, thus: "This train for _____, the next station stop is _____."

(b) On departing from other stations, announce: "The next station stop is _____," repeating the name of the station. Just before arriving at a station at which the train stops, announce: "This station is _____," repeating the name of the station, and add, when desired, "This way out." At meal stations the length of time the train is to stop must also be announced.

(c) Announcements must be made distinctly in each car occupied by passengers, except that in Pullman and dining cars the attendants in charge will personally notify passengers of their stations or changes.

710. When a train carrying passengers makes a stop other than a station stop trainmen must announce: "This is not the station stop."

If, in making a station stop, the station is passed, the engineman must sound signal 14 (*h*) and receive signal before backing.

711. When running on other than their regular track, trains which collect U. S. mail from cranes, must stop to exchange mail unless otherwise provided.

712. Trainmen must see that the aisles of coaches are kept clear of baggage and parcels; that articles in overhead racks are securely placed; that seats are not occupied by baggage and parcels when required for passengers; and that feet are not placed on seats unless upholstery is protected.

713. Train employes must not occupy seats with passengers, nor engage in conversation with them further than is necessary in the discharge of their duties, but will contribute as far as possible, without being unduly offi-

icious, to the convenience and comfort of passengers, and give particular attention to women and children who are unattended, and to all persons who are ill, infirm, inexperienced or otherwise unable to care for themselves.

714. Train employes must not solicit business for any hotel or transportation company; nor permit hotel runners or other unauthorized persons to solicit business or distribute advertising matter, nor beggars to solicit on the train.

715. Gambling on trains is forbidden.

716. An employe served with a subpoena to report to any court or officer must at once notify his superior official and communicate with or report in person to the railroad attorney and act under his direction.

717. Whenever any subpoena, replevin, attachment or other legal process is served upon any agent or official of the railroad, he must note thereon the date, hour and by whom served, immediately send notice to the consignor of the property involved, forward the original papers by registered railroad mail to the General Attorney and inform the Superintendent by wire. If freight is seized by process of law, charges collectible must be demanded and receipt taken for property before delivery is made to any officer of the law.

718. Whenever an employe who is a witness for the railroad in any lawsuit leaves the service, the fact must be reported to his superior officer, who in turn will report to the General Attorney. It must also be ascertained if possible and reported, where such witness may be found should he be needed.

719. Whenever it shall come to the knowledge of any official or employe that any work or improvement is proposed by any county, township, municipal or other au-

thority, which in any way affects the railroad's interests, information upon the subject, together with notice, if any, must at once be sent to the Superintendent.

720. Whenever any notice is served upon any official or employe, or it shall come to his knowledge that any tax or assessment has been or is to be made against the railroad or any of its property, he must at once send full information in reference to same to the Superintendent and such other officials as required.

721. It is unlawful for any official or employe knowingly to disclose to or permit to be acquired by any person or corporation other than the shipper or consignee, without the consent of such shipper or consignee, any information concerning the nature, kind, quantity, destination, consignee, or routing of any property tendered or delivered to this company for transportation, which information may be used to the detriment or prejudice of such shipper or consignee, or which may improperly disclose his business transactions to a competitor.

722. The business affairs of the railroad must not be divulged except to proper officials.

723. The assignment or attaching of an employe's wages by garnishee process or proceedings in aid of execution will be considered sufficient cause for dismissal.

724. A person dismissed from the service must not be re-employed without the consent of the head of the department or of the official who dismissed him.

725. No employe will be allowed to absent himself from duty without proper authority, nor will any employe be allowed to engage a substitute to perform his duties.

PERSONAL INJURIES.

726. Injuries to persons or damage to property must be promptly reported by wire to the proper official, confirmed in writing on prescribed blanks and the names and addresses of as many witnesses as possible must be obtained. When passenger trains are involved in an accident which may cause or result in personal injuries, conductors must obtain the information called for on blanks provided for canvassing.

727. In case of serious injury when services of a company surgeon cannot be secured at once, the nearest surgeon should be called to take charge until the arrival of the company surgeon, and the Superintendent and Chief Claim Agent so advised by wire.

728. When necessary, injured persons may be placed in sleeping cars, or bedding and linen may be taken from sleeping cars for use of injured persons.

729. Injured employes, when not taken to a hospital, will, when able, go to the company surgeon's office for treatment if they desire his services. After being discharged from a hospital, employes will not return to be treated for the same injury (except for dressings) without the authority of the company surgeon.

730. When trespassers are injured they shall be sent to their homes, if at place of accident, or placed in charge of the local village or city authorities. When necessary, company surgeon may be called for first attention.

731. When passengers, employes or other persons are injured on or about cars or engines, or while working with or about machinery or tools, the equipment, machinery or tools must be immediately inspected by the persons in charge and regular inspectors, if available, to ascertain

condition. In cases of serious injury to employes between cars there shall be, in addition to the inspection required by the foregoing, an immediate coupling and uncoupling test and the crew handling the cars in making the test shall use and examine the couplers, levers, etc., and be prepared to give statement showing their condition. Report should be made to Chief Claim Agent by first train mail. A special inspection must be made by two inspectors at the first division terminal, unless otherwise directed. Inspectors must keep suitable record of such special inspection, which shall include the name of the injured person, date, and place of accident, the manner of its occurrence, and the result in detail of the inspection of the equipment.

732. When injury is caused by the breaking of machinery, tools or any appliance, the broken parts must be so marked as to be readily identified, and promptly turned over to the Superintendent, or head of the department in which the accident occurred, for future reference.

733. Employes who witness or have any knowledge of an accident, or of the facts involved, must not give information concerning it or talk about the occurrence to the injured person, lawyers, or to any other person or persons, unless legally required so to do, except only to company officials and claim agents. Information given to this company's representatives shall be as complete as possible and all facts must be stated whether favorable or unfavorable to any one.

This rule shall not prohibit the furnishing of information to a person in interest as to the facts incident to the injury or death of any employee; provided, however, that information contained in the files of the Company, or other privileged or confidential reports, must not be divulged.

SPECIAL RULES.

CHIEF TRAIN DISPATCHERS.

801. Chief train dispatchers must see that only one person issues train orders over the same territory at the same time, and that train orders are issued in accordance with prescribed forms.

TRAIN DISPATCHERS.

806. Train dispatchers report to and receive instructions from the chief train dispatcher.

807. They will issue orders governing the movement of trains, in accordance with the rules; record the movement of all trains and important incidents affecting the movement of traffic.

808. They must, when being relieved, make ink written transfer in their train order books, of all outstanding and unfulfilled train orders, and of all information relative to trains which the relieving dispatcher should know.

809. When any unusual weather conditions are reported which might interfere with the safe operation of trains, they must ascertain if section men are on duty, and, if not, arrange to have them called to patrol their sections.

YARD MASTERS.

811. Yard masters report to and receive instructions from the Superintendent or such official as he may designate.

812. They will have charge of their yards, direct the movement of trains and engines therein, and respect the instructions of the station agent relative to the business of the station.

813. They must not permit a train to leave the yard with any member of the crew unfit for the proper discharge of duty.

814. They must see that trains are properly made up and ready to leave as directed; that each train has the prescribed number of employes, and that proper slips or way bills are furnished.

815. They must be familiar with instructions relative to refrigeration, ventilation and protection of perishable freight, and unless otherwise provided, see that a complete record of seals on all doors and hatches is promptly taken upon arrival of cars in yard. If a loaded car is found not properly sealed, contents should be promptly examined and car sealed, making prompt report to the Superintendent.

816. They must take an inventory of all cars in yards as often as necessary to insure prompt movement; keep a record of all trains, note all irregularities, and make report to proper official. At interchange points they must take record of seals on cars received from and delivered to connecting lines.

STATION MASTERS.

820. Station masters report to and receive instructions from the Superintendent or such official as he may designate.

821. Unless otherwise provided, they will have charge of passenger stations and yards, and persons employed therein.

822. They must regularly inspect all cars, station apartments and grounds, and see that they are kept in condition for the comfort and convenience of passengers.

823. They must know that uniforms of train and station employes are presentable.

824. They must see that passenger trains are made up in the order designated, that crews report for duty as required and that each train has the prescribed number of employes.

825. They must see that enginemen and trainmen are ready for departure at the appointed time. They must not permit a train to leave with any member of the crew unfit for the proper discharge of duty.

826. They will designate the places where vehicles, drivers and hotel porters may remain while on railroad property.

827. They must see that order is preserved about the station, that proper information regarding time of arrival and departure of trains is shown upon bulletin boards provided for the purpose, and before the arrival or departure of a train, announce in the waiting room and on the platform, its direction, destination, whether local or through, and mention the first and principal stops.

828. They must keep a record of all trains and crews and report irregularities to proper official.

STATION AGENTS.

830. Station agents report to and receive their instructions from the Superintendent, and will obey the instructions of the train master. They will comply with instructions issued by the Passenger, Freight, Accounting and Treasury Departments.

831. They will have charge of the railroad's business, property and station employes at their respective stations, and see that order is preserved.

832. The station must be open at the prescribed time before the departure of passenger trains that are scheduled to stop and at such other times as may be prescribed.

833. They must, as far as practicable, know that switches are in normal position, cars on side tracks within station limits are secured, and if any condition exists which may endanger traffic, take prompt action to insure safety.

834. They must not permit lumber or other material to be placed within 8 feet of nearest track rail.

835. They must see that time-tables, passenger and freight tariffs and all notices issued by proper officials for the information of the public are neatly posted in conspicuous places in the station; other advertising matter must not be posted on railroad property except when properly authorized and then only at places designated for the purpose.

836. They must, unless otherwise provided, designate the places where vehicles, drivers and hotel porters may remain while on railroad property.

837. They must furnish freight conductors on arrival a list of switching to be done and report failure to properly perform the work.

838. They must keep seals under lock when not in use and allow only responsible employes to use them, and require proper seal record to be maintained.

839. They must see that all old cards, except home route, M.C.B. defect or bad order cards are removed before cars are forwarded. Cars bearing bad order cards must not be loaded.

840. They must not furnish employes to check or assist in handling carload freight, except when authorized by tariff.

841. They will be responsible for complying with the Government regulations for handling U. S. mail. When mail from a moving train is thrown off at other than designated place report must be made to the Superintendent. Mail pouches must not be left unprotected. They must notify the postmaster of all time-table changes, and advise the Superintendent of all changes in postoffice locations.

STATION BAGGAGE AGENTS.

845. Station baggage agents report to and receive their orders from the station master, or agent, and will comply with instructions issued by the General Baggage Agent.

846. They will have charge of the baggage room and persons employed therein.

847. They must see that no unauthorized person has access to the baggage room.

848. They will be responsible for baggage and mail while in their charge and for the security and proper use of baggage checks.

TELEGRAPH AND TELEPHONE OPERATORS AND SIGNALMEN.

(Except Switchboard Operators)

850. Telegraph and telephone operators and signalmen, unless otherwise instructed, will report to and receive instructions from the chief train dispatcher and will comply with the instructions of the Superintendent of Telegraph, station master and station agent.

851. Day telegraph and telephone operators and signalmen are managers of their respective offices unless otherwise directed.

852. They must be constantly on duty during the prescribed hours and at day and night offices must not leave the office until relieved. They must report by wire if not relieved at the prescribed time.

853. They must notify relieving telegraph and telephone operators and signalmen, in writing on prescribed form, of all orders to be delivered or any unfinished business.

854. Offices must not be closed until permission has been obtained from the train dispatcher. Before leaving, a card must be placed in the window, which can be read from the outside, showing where the telegraph or telephone operator or signalman may be found.

855. They must report the weather as required, and in case of sudden change, heavy storm, or fog, promptly advise the train dispatcher.

856. They must not permit unauthorized persons in the office. Students may be allowed when authorized by the Superintendent.

857. They must consider the telegraph and telephone a confidential service and treat the contents of messages accordingly.

858. They must, in handling messages, be guided by rules governing the filing, transmitting and receiving of messages by telegraph and telephone and such special instructions as may be issued by the Superintendent of Telegraph.

859. They shall accept for transmission by railroad wire service only the following messages:

- (a) Messages between officials or employes of the railroad pertaining to railroad business.
- (b) Messages between officials or employes of the rail-

road and officials and employes of direct connecting railroads pertaining to business of this railroad.

860. At offices where commercial telegraph business is handled, managers and operators will be held accountable for the proper handling and reporting of same in conformity with the requirements of the telegraph department.

861. They must have sufficient knowledge of telegraph and telephone switchboards, instruments, apparatus and wires leading into their office and their manipulation to insure proper operation and, unless otherwise provided, shall take care of the batteries in their office. They must keep instruments and appliances clean and in good order, but must not take them apart nor change their arrangement.

862. They must, on closing office, cut out all telegraph instruments and arrange block wires as prescribed by Rule 342.

863. They must, after an electrical storm or disturbance resulting from trouble in electric power systems, inspect protector equipment for open fuses and grounds, making replacements or cleaning, as may be found necessary. The proper tools must be used for changing fuses and protector blocks.

864. They must make such wire connections on switchboards and wire tests as directed by the wire chief and obey his instructions promptly. They must not, except in emergency, make any wire connections unless directed, and must, when called in on the circuit by a wire chief, remain cut in until released by him.

865. They must observe all interruptions to circuits and make frequent examinations of switchboards, relays, keys, lightning arresters and other devices, reporting

promptly any trouble or abnormal condition to the wire chief or chief train dispatcher.

866. They must, should a telegraph circuit remain open more than two minutes, determine the direction in which the wire is open, reporting the same to the wire chief or chief train dispatcher by any available means. A wire must not be grounded except in an emergency, or for testing.

867. They must know that their telegraph instruments are always in adjustment to receive calls, taking especial care in bad weather never to open key unless positive that the wire is not being used.

868. They must not contend for circuit, nor use improper language.

869. They must regulate speed of transmitting to suit the ability of the receiving operator. Under ordinary circumstances the sending operator will be held responsible for errors.

CONDUCTORS.

875. Conductors report to and receive their instructions from the train master and at stations and yards will obey the orders of the agent, station master and yard master. They will comply with instructions of the several officials of the railroad relative to the business of their respective departments.

876. The general direction and government of a train is vested in the conductor, and all persons employed on the train must obey his instructions. Any misconduct or neglect of duty of men employed thereon must be reported.

877. They must see that the men employed on the train are familiar with their duties, and not entrust the duties

of a flagman to a person not entirely familiar with them, except in emergency, in which case full instructions in such duties must be given.

878. They must see that their trains are provided with proper tools and sufficient supplies of all kinds, know that the cars in their trains have been inspected, that the brakes are in proper working order and that the prescribed signals are displayed.

879. They must not start the train from an inspecting station until the inspectors have given notice that their work is finished.

880. They must inspect the running gear, brake and draft rigging and observe the general condition of the train as often and as closely as practicable while moving or standing.

881. They must see that sufficient hand brakes are set on cars left on sidings or other tracks and, when necessary, the wheels blocked.

882. They must make memorandum of any occurrence connected with the trip that is important to remember, with date and a brief outline of the circumstances.

883. They must, at the end of each trip, make required reports.

PASSENGER CONDUCTORS.

885. Passenger conductors must, when examining tickets, inform passengers destined to stations on branch or connecting lines at what station they will change cars and of the probable location and leaving time of the train to which they will change.

886. When through error of any employe a passenger is carried beyond the station to which the transportation

reads, the passenger should be returned free to destination by the first available passenger train upon the written request of the conductor of train which carried such passenger past the proper destination.

887. No persons, except those specified in the instructions governing free travel, will be allowed to ride on any train without proper ticket, pass or fare.

888. When a passenger refuses to produce proper transportation, apparently having a valid reason for the refusal, the conductor must ascertain the name and address of the passenger and report the facts to the Auditor of Passenger Accounts. In case the refusal to pay fare is evidently an attempt to evade fare the conductor must wire ahead for an officer of the law, and, in the presence of the officer, make demand for the fare. If the passenger still refuses to pay he must be turned over to the officer for arrest for evading fare. No person shall be removed from a train between stations for any cause. When necessary for any reason to eject a passenger from the train, it must be at an open passenger station where the train stops.

889. They must protect passengers from rudeness, threatened violence, abusive or obscene language. Any passenger acting in a disorderly manner, or who annoys other passengers, may be removed from the train at the next open passenger station, where the train stops, whether provided with ticket or not. They must exercise reasonable discretion in the performance of this duty.

They must, when necessary to eject a person from the train, ascertain name and address of such person and names and addresses of a number of passengers who witness the occurrence, and make report to proper official.

890. They must see that revenue passengers are seated

in preference to employes. When there is not sufficient seating room in coaches to accommodate all passengers, and there are Pullman cars in the train in which there is vacant space, such space may be used by conductors to locate passengers who cannot be accommodated in the coaches, furnishing Pullman conductor a report showing the number of passengers so located and the stations to and from which they travel. This must not be done when passengers in sleeping cars have retired, or to such an extent as to discommode Pullman car passengers.

891. All articles left by passengers must be marked to indicate on what date and train they were found and by whom, and left with the station master or designated person on arrival at division terminal.

892. They must give particular attention to the comfort of passengers, reporting to the Superintendent any cars found to be defective, unclean, or not properly supplied.

893. In case of accident, should the emergency require, they will command the services of engines and employes of other trains when it will not interfere with the necessary protection of such train.

FREIGHT CONDUCTORS.

895. Passengers, employes not on duty and other persons must not be carried on freight trains without proper authority.

896. They must have the proper authority for movement of each car in the train and use every precaution to prevent cars being pilfered.

897. They must not handle a car which is found to be overloaded or improperly loaded or not in condition to

run safely and report cars in such condition to the Superintendent by wire.

998. They must card any cars in the train found defective between terminals.

999. They must, when bad order cars are set out of the train, report the fact to the Superintendent by wire advising where way bill is left, and note on way bill the point at which car was left.

900. They must carefully check with the way bills (in conjunction with station agents if possible) all freight loaded and unloaded, and make a record of freight over, short, or in bad order. When necessary to transfer freight from one car to another they must record the transfer and the number of the car to which it is transferred on face of way bill.

TRAIN BAGGAGEMEN.

905. Train baggagemen report to and receive instructions from the train master and will obey the orders of the conductor and station master, and comply with the instructions of the Passenger, Baggage and Accounting Departments.

906. They must not throw off any package unless it can be done safely.

907. They must keep end doors of baggage cars secured, and not allow any person to enter, except officials, mail agents, express messengers, news agents and train employes in the discharge of their duties.

908. They must not carry baggage or other property, except company material unless checked or way billed, without proper authority.

909. They must check baggage received at stations where there is no agent, take up checks for baggage de-

livered at such stations and protect checks in their possession.

910. They must give proper attention to the custody and delivery of United States and train mail, reporting any irregularities promptly to the Superintendent. When mail is delivered from moving trains it must be thrown off at designated place.

911. They must remain in their cars until relieved or baggage is discharged and receipted for. If necessary to leave their cars temporarily they must close and lock all doors.

PASSENGER BRAKEMEN.

915. Passenger brakemen report to and receive instructions from the train master and will obey the orders of the conductor and station master.

916. They must give particular attention to the comfort of passengers in the heating, lighting and ventilation of cars, and the supply of ice and water in tanks.

917. The proper place for the rear brakeman, while the train is in motion, is at the rear of the train, except when the rear car is a private or business car, or occupied observation car, he will ordinarily ride in the next car forward.

FREIGHT BRAKEMEN.

920. Freight brakemen report to and receive instructions from the train master and will obey the orders of the conductor and yard master.

ENGINEMEN.

925. Enginemen report to and receive instructions from the Superintendent or other designated official. In matters relating to the care of engines they will be gov-

erned by the orders of and report to the master mechanic or other designated official. They must also obey the orders of the train master and road foreman of engines and when at the engine house they are under the direction of the engine house foreman. They must obey the orders of station masters and yard masters as to switching and making up of trains, and those of conductors as to the general direction and government of trains.

926. When there is no conductor or he is disabled, the engineman will have charge of the train, and must be governed by the rules prescribed for conductors.

927. They must see that the engine is in good working order and furnished with necessary supplies, tools and signals. They must not take out types of engines or engines equipped with devices with which they are not familiar, without obtaining from proper officials such instructions as will enable them to properly and safely operate same.

They must, unless otherwise provided, before beginning a trip, make statement on prescribed form indicating the condition of appliances listed.

They must, at end of trip, make written report on prescribed form of repairs necessary.

928. They must, if anything withdraws attention from constant lookout ahead, or weather conditions make observation of signals or warnings in any way doubtful, at once so regulate speed as to make train progress entirely safe.

929. Signal indications displayed for an approaching train must not be accepted by a following train until it is evident the indication displayed is intended for the following train.

930. _____

931. Ash-pan slides must be kept closed, except when necessary to clean fires at properly designated places. They must not permit ash pans to be cleaned over switches or frogs, in front of stations, or on crossings. They must see that ashes are wet down and are leveled to the height of the rail.

932. Brakes must not be applied or released while crossing bridges or trestles except in cases of emergency.

933. They must not leave engines while on duty without permission, except in case of necessity, and then the fireman or some competent person must be left in charge. When engines are left under steam, the reverse lever must be placed in the center and cylinder cocks opened, and when on grades wheels must be blocked.

934. They must exercise care to prevent water being thrown from smokestacks when starting, and must not open cylinder cocks, nor permit overflow from injectors at station platforms. They must require the firing to be done in such manner as to avoid dense smoke and must use the blower gently to prevent smoke trailing when at stations.

935. Enginemen must not permit unauthorized persons to ride upon their engines.

936. When a train has more than one engine, the rules apply alike to the engineman of each engine, but the use of the engine bell, whistle and the air brake, except in emergency, must be limited to the leading engine.

937. Eliminated 4-15-44

938. They must not allow firemen to handle the engine except in their presence and under their direction.

FIREMEN.

940. Firemen report to and receive instructions from the Superintendent or other designated official. In matters relating to the care of engines they will be governed by the orders of and report to the master mechanic or other designated official. When at the engine house they are under the direction of the engine house foreman. They will obey the orders of the train master, road foreman of engines and traveling fireman, and when on the road are under the direction of the engineman.

941. They must, except when engaged in firing, keep constant lookout and give immediate notice to engineman of any signals or other conditions affecting the safety of the train.

942. They must take charge of the engine in the absence of the engineman and not permit any unauthorized person to be upon it.

943. If engineman fails to regulate speed of train when approaching a signal indication or other condition requiring that speed be reduced, they must communicate with him at once, and, if necessary, stop the train.

944. They must not move an engine or train in the absence of the engineman, without instructions from proper official or the conductor.

945. They must, in case the engineman becomes disabled, stop the engine or train and report to the conductor.

SWITCH TENDERS AND CROSSING WATCHMEN.

950. Switch tenders and crossing watchmen report to and receive instructions from the station master, station agent or yard master, unless otherwise provided.

951. They must be constantly on duty during prescribed hours, and must not permit unauthorized persons in or about the cabin. If necessary for crossing watchmen to absent themselves in emergency, gates or other devices must be arranged to protect the crossing until they return.

952. Books, magazines or papers, other than company instructions, must not be read while on duty.

953. They must display Stop-signals immediately if any switch is out of order, or there is any obstruction on the track endangering trains.

954. Crossing watchmen must be constantly on the lookout for approaching trains or engines, and make every possible effort to prevent persons or street traffic from crossing the track unless it can be done safely. Signals must not be given to highway traffic to proceed over the crossing.

955. The following signals will be used by crossing watchmen:

A STOP disc.

A red light, blinded on two opposite sides.

A red flag.

Two highway crossing gate lamps, where crossing gates are used.

956. When using red light to stop highway traffic only, light must not be displayed in the direction of approaching trains.

957. Where crossing gates are used, they must be lowered or closed in ample time before an approaching train reaches the crossing and kept lowered or closed until the entire train has passed and it is known no other train is approaching. Care must be exercised in lowering or closing gates to avoid vehicles being caught under or between them.

Where other manually operated crossing protection devices are in use, they must be placed in operation before an approaching train reaches the crossing and kept in operation until the entire train has passed and it is known no other train is approaching.

958. Crossing gates must be lowered or closed, and where other crossing protection devices are in use, they must be placed in operation, upon the approach of manually operated or self-propelled track cars.

959. When crossing gates, or other crossing protection devices, are out of order and it is impossible or unsafe to operate them, watchman must immediately inform the person to whom he reports, and, until repairs have been made, must protect the crossing in accordance with rules for crossings not provided with gates.

960. They must promptly report all accidents to proper official, obtaining the names and addresses of persons injured and of as many witnesses as possible, and when vehicles are involved must secure the license numbers and names of states by which issued.

961. They must keep the flangeway between the planks and the rails clear of ice, snow, dirt and other obstruction.

962. They must, as far as practicable, prevent unauthorized persons from trespassing on company property.

DRAWBRIDGE OPERATORS.

965. Drawbridge operators report to and receive instructions from the Superintendent or such official as he may designate.

966. Unless otherwise provided, drawbridge signals must be kept in the position displaying the most restrictive indication, except when displayed for an immediate train movement.

967. They must be constantly on duty during prescribed hours and report any unusual delays to boats or trains.

968. They must not permit unauthorized persons in the cabin or on the bridge.