

**WME**

**BOOK  
OF  
RULES**

**WESTERN MARYLAND RAILWAY COMPANY**

**1959**

NAME \_\_\_\_\_ OCCUPATION \_\_\_\_\_

Nº 3606

WESTERN MARYLAND RAILWAY COMPANY

Nº 3606

SUPERINTENDENT

\_\_\_\_\_ DIVISION

I have received a copy of the Book of Rules: Operating, Signal and Interlocking Rules, effective February 1, 1959.

I understand that I am required to have a thorough knowledge of and obey these rules.

Employee \_\_\_\_\_

Occupation \_\_\_\_\_

Date \_\_\_\_\_ 19 \_\_\_\_\_

# WESTERN MARYLAND RAILWAY COMPANY

## BOOK OF RULES

EFFECTIVE FEBRUARY 1, 1959

**WESTERN MARYLAND  
RAILWAY COMPANY**

**OPERATING  
SIGNAL AND INTERLOCKING  
RULES**

Effective February 1, 1959

The rules herein set forth govern the railroads operated by the Western Maryland Railway Company and must be observed by all employees whose duties are in any way affected thereby. They supersede all previous rules and instructions inconsistent therewith.

Special instructions may be issued by proper authority. When at variance with the rules, special instructions will govern.

Whenever and wherever the word "Railway" or the word "Company" is used in these rules, it is intended to cover any railroad operated by the Western Maryland Railway Company, or any subsidiary line, the management of which may, by proper order, make the rules effective thereon.

F. L. ETCHISON  
*Chief Engineer*

G. M. LEILICH  
*Vice President—  
Operations*

Approved:  
W. ARTHUR GROTZ  
*President*

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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. Courtesy is the outward expression of an inward consideration for others.

To obtain promotion, ability must be shown for greater responsibility. One of the best recommendations for promotion is that an employee has so performed his duties as to win the good will and friendship of customers for the Railway and for himself.

Suggestions from employees intended to promote safety and economy, or to improve service, are solicited and will receive consideration.

The public judges the Railway by the appearance and conduct of its employees, quality of service, and condition of the property. The good will and friendship of the communities served are our most valuable assets. Courteous, considerate treatment of customers is of first importance in retaining and increasing the volume of business, and affects the extent of security and opportunity for employees in the Railway's service.

## GENERAL RULES

A. Employees whose duties are prescribed by these rules are required to have a copy.

Employees whose duties are in any way affected by the timetable must have a copy of the current timetable, and supplements, if any, with them while on duty.

In special instructions, general orders, bulletin orders and all other instructions concerning operating, signal and interlocking rules, reference to rules by number shall be restricted to the rules contained in the Book of Rules, unless otherwise stated.

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

C. Employees must pass the required examinations.

Employees whose duties require them to be familiar with operating, signal and interlocking rules and special instructions must pass a satisfactory examination within the prescribed period after entering service and must attend examination, reexamination and instruction classes at stated intervals where required by law, or by proper authority.

When reporting for examination, reexamination or instruction classes they must present their copy of the Book of Rules for checking.

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

Persons employed in any service whose duties are in any way affected by these rules and instructions are subject thereto.

E. Employees must devote themselves exclusively to the Company's service while on duty, rendering every assistance in their power in carrying out the rules and special instructions. Cooperation between employees is required for proper functioning under the rules and instructions.

Employees must report to the proper official any violation of the rules or special instructions, any condition or practice which may imperil the safety of trains, passengers or employees, and any misconduct or negligence affecting the interests of the Railway.

Gambling, making bets, or participating in any illegal or immoral activity while on duty or while on Company property is forbidden.

Participating in any unauthorized activity while on duty or while on Company property which may interfere with the performance of the work of any employee is forbidden.

F. Employees must report to the superintendent by quickest available means of communication the details of: accidents, failures of motive power or failure in the supply of water or fuel; defects in the track, bridges or signals, and any unusual conditions which may affect the movement of trains. Required reports on proper form must follow promptly.

In cases of fire threatening a bridge or other structure, employees must stop and assist in extinguishing the fire.

G. The use or possession of intoxicants or narcotics by employees during their tour of duty or while on Company property, or the use of such intoxicants or narcotics at any time when their use subjects the Company to criticism or loss of good will, is sufficient cause for dismissal.

The use of intoxicants or narcotics when subject to call is forbidden. If there is evidence that an employee has been using intoxicants or narcotics when being called for duty, or when reporting for duty, or while on duty, he must be promptly removed from the service.

H. The use of tobacco by employees in uniform while on duty, in or about passenger stations, or on passenger cars, is forbidden. Smoking is forbidden in cars containing freight, in the immediate vicinity of loaded tank cars and cars placarded "inflammable" or "explosive," in freight stations, on transfer platforms, on piers and bulkheads and in storehouses, record rooms and any area posted with "No Smoking" signs.

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

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

L. When loss of, or damage to, Railway property is threatened by fire, theft, or other causes, employees must unite to protect it. They must use care in the use of Railway property and, when leaving the service, must return property entrusted to their care.

Property of the Railway and its customers, including freight and articles of value found in or on cars, or on the right-of-way, must be cared for and properly reported, and not in any way disposed of or removed from Company premises or right-of-way without first securing proper authority.

Employees are forbidden to make charge for services performed in line of duty, or to permit discrimination.

Unless specifically authorized, employees must not use the credit of the Railway and must neither receive nor pay out money on the Railway's account.

M. Employees must exercise care to avoid injury to themselves or others. They must observe 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.

When employees are on or near tracks, they must expect the movement of trains, engines or cars at any time, on any track, in either direction, and must not rely on others to notify them of the approach of a train, engine or cars.

Every precaution must be taken to prevent injury to employees, and they are forbidden to do any work in a manner that might jeopardize their safety.

N. Courteous deportment is required of all employees in their dealings with the public, their subordinates and each other.

Employees who are careless regarding the safety of themselves and others, negligent, insubordinate, dishonest, immoral, quarrelsome or otherwise vicious, or who conduct themselves in such a way that the Railway will be subject to criticism or loss of good will, will not be retained in the service.

Employees must not enter into altercations, but will report the facts to their immediate superior. Playing of practical jokes, scuffling or wrestling; use of profane or vulgar language on Company property is forbidden.

O. Employees must not divulge to any person other than the shipper, consignee or duly authorized public officer any information concerning shipments of freight, which information could be used to the disadvantage of the customers of the Railway.

The affairs of the Company must not be divulged, nor access to the Company's records permitted, without proper authorization.

P. Employees whose duties are prescribed by these rules, if suspended or dismissed from one department or division, will not be re-employed in another without written consent of the head of the department or division from which they were suspended or dismissed.

Employees while on duty connected with trains on any division are under the authority and must

conform to the orders of the officials of that division in the same manner as though on duty on their home division.

Employees of other railroads while operating trains or engines on this Company's tracks are under the jurisdiction of the division on which the service is being performed.

**Q.** Employees whose legal hours of service are restricted by law must be conversant with and fully comply with the law and must make specified reports in connection therewith.

**Q-1.** The hours-of-service law requires that no conductor, trainman, engineman or fireman shall be permitted to be continuously on duty for more than 16 consecutive hours, nor permitted to be on duty more than 16 hours in the aggregate in any 24-hour period, except in case of casualty, unavoidable accident or act of God. After being on duty 16 consecutive hours, such employee must not be required or permitted to again resume duty without having been off duty 10 consecutive hours, and, after being on duty 16 hours in the aggregate in any 24-hour period, must not be required or permitted to again go on duty without having at least 8 consecutive hours off duty.

Any such employee who may be ordered to report for duty before his legal rest period has expired must report the fact to the superintendent before going on duty.

Unless otherwise provided in the timetable, any such employee when he has been on duty for 12 hours consecutively, or in the aggregate, must notify the superintendent as to the time when his hours on duty will amount to 14 hours.

The time of such employees performing more than one period of service within a 24-hour period will be considered consecutive unless given a complete release for a definite time of at least two consecutive hours off duty between any two periods of service.

For the purpose of determining hours of service under the law, an employee will be considered as being "on duty" from the time he is ordered to report and so reports until he is completely released from duty for a definite period of at least two consecutive hours.

Should such employee be on duty in excess of 16 hours in a 24-hour period, the conductor, engineman if no conductor, must submit a special detailed report of delays encountered to the superintendent.

**Q-2.** The hours-of-service law also requires that no operator, train dispatcher, or other employee who by the use of the telegraph or telephone dispatches, reports, transmits, receives or delivers orders pertaining to or affecting train

movements shall be required or permitted to be or remain on duty for a longer period than 9 hours in any 24-hour period in all towers, offices, places and stations continuously operated night and day, nor for a longer period than 13 hours in all towers, offices, places and stations operated only during the daytime, except in case of emergency when the employee named may be permitted to be and remain on duty for 4 additional hours in a 24-hour period, but not on more than 3 days in any week.

Any such employee who may be ordered to report for duty before having been off duty the lawful rest period will report the fact to the superintendent before going on duty.

**Note:** These provisions apply to employees in towers, offices, places and stations, and do not include train employees who, by the terms of the law, are permitted to be or remain on duty 16 hours consecutively or 16 hours in the aggregate in any 24-hour period and who may occasionally use telegraph or telephone instruments for the receipt or transmission of orders affecting the movement of trains.

**R.** Employees whose duties are connected with the movement of trains, engines or cars must familiarize themselves with the rules governing the duties of others as well as themselves and must be prepared, in case of emergency, to act in any capacity to insure safety.

While 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 any employee.

**S.** The designation "superintendent," unless otherwise specified, refers to division superintendent.

When applicable, the designation "trainman" in any rule will include conductors, yard-engine foremen, brakemen, flagmen and yard helpers; the designation "conductor" will include yard-engine foremen, and the designation "engineman" will include engineers, firemen, hostlers and hostler helpers.

The term "flagman" in any rule refers to any employee of whatever designation to whom the term flagman is applicable under the rules governing flag protection.

When applicable, the designation "operator" in these rules will include agents, assistant agents, agent-operators, clerk-operators, teletype operators, car distributor operators, towermen, levermen and signalmen, in addition to operators.

## DEFINITIONS\*

### BLOCKS

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

**ABSOLUTE BLOCK**—A block in which a train or engine is not permitted to enter while it is occupied by another train or engine except under conditions prescribed by the rules.

**CLEAR BLOCK**—A block not occupied.

### BLOCK SIGNAL SYSTEMS

**ABSOLUTE PERMISSIVE BLOCK SIGNAL SYSTEM**—A term used for an automatic block signal system on a track signaled in both directions. Train in either direction causes Stop indication to be displayed on opposing absolute signal and causes a Stop or Stop-and-Proceed indication on signal in rear of the train.

**AUTOMATIC BLOCK SIGNAL SYSTEM**—A series of consecutive blocks governed by block signals, actuated by a train, or engine, or by certain conditions affecting the use of a block.

**TRAFFIC CONTROL SYSTEM**—A block signal system under which train movements are authorized by block signals whose indications supersede the superiority of trains for both opposing and following movements on the same track.

### DIVISION

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

**SUBDIVISION**—A portion of a division designated by timetable.

### DRAWBRIDGE

**DRAWBRIDGE**—That section of a structure bridging a navigable waterway so designed that it may be displaced to permit passage of traffic on the waterway.

### ENGINES

**ENGINE**—A unit propelled by any form of energy, or a combination of such units operated from a single control, used in train or yard service.

**YARD ENGINE**—An engine assigned to yard service.

### INTERLOCKING

**INTERLOCKING**—An arrangement of signals and signal appliances so interconnected that their movements must succeed each other in proper sequence and for which interlocking rules are in effect. It may be operated manually from local

\*Definitions herein given are those applicable to rules, standards and instructions included in this book.

station, manually from remote station or automatically.

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

### PILOT

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

### REMOTE CONTROL

**REMOTE CONTROL**—A term applied to a system of operating outlying switches or signal appliances from a centralized point.

### ROUTE

**ROUTE**—The course or way which is being, or is to be, traveled.

**CONFLICTING ROUTES**—Two or more routes, opposing, converging or intersecting, over which movements cannot be made simultaneously without possibility of collision.

### SIGNALS

**ASPECT**—The appearance of a fixed signal displaying an indication as viewed in its governing direction from an approaching train or engine.

**ABSOLUTE BLOCK SIGNAL**—A block or interlocking signal distinguished by the absence of a number plate.

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

**CONTROLLED SIGNAL**—A fixed signal at the entrance of a route or block, controlled manually or otherwise, to govern trains or engines entering and using that route or block.

**DWARF SIGNAL**—A low home signal.

**FIXED SIGNAL**—A signal of fixed location, indicating a condition affecting the movement of a train or engine, and including such signals as switch, train-order, block, interlocking, semaphore, disk, stop signs, yard limit signs, R-93-A limit signs, speed signs or other means for displaying indications that govern the movement of a train or engine.

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

**INDICATION**—The information conveyed by the aspect of a signal.

**INTERLOCKING SIGNALS**—The fixed signals of an interlocking.

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

**DUMMY MAST**—A short upright, without signal, attached to the side of a signal mast, to indicate that there is a track between the signal and the track governed by the signal. Where more than one track intervenes, the number of dummy masts is increased accordingly.

**SEMI-AUTOMATIC SIGNAL**—A signal having both manual and track circuit control.

## SIGNS

### (Boundary)

**YARD LIMIT**—Defines the limits of the system of tracks over which movements not authorized by timetable, or by train order, may be made subject to prescribed signals and rules, or by special instructions, and within which limits engines and certain trains are restricted in their movement on all tracks. See Rule 93.

**R-93-A LIMIT**—Defines the limits over which movements on single main track and, with the current of traffic, on two or more tracks may be made without timetable or train order authority, subject to prescribed signals and rules, or by special instructions. See Rule 93-A.

## SPEEDS

**MAXIMUM AUTHORIZED SPEED**—The maximum speed authorized by timetable or by special instructions, for a subdivision or a portion of a subdivision, subject to designated speed restrictions.

**MEDIUM SPEED**—A speed not exceeding 30 miles per hour.

**SLOW SPEED**—A speed not exceeding 20 miles per hour.

**REDUCED SPEED**—Proceed prepared to stop short of train or obstruction.

**RESTRICTED SPEED**—Proceed prepared to stop short of train, obstruction, or switch not properly lined and to look out for broken rail, but not exceeding 15 miles per hour.

**YARD SPEED**—A speed that will permit stopping short of other yard movements, trains, obstructions, or switch not properly lined.

## STATIONS

**CONTROL STATION**—A place from which traffic control or remote signal appliances and/or switches are operated.

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

**STATION**—A place designated in the timetable by name.

## SWITCHES

**POWER-OPERATED SWITCH**—A power-operated track switch. Such switches may or may not be equipped for hand-throw operation.

**DUAL CONTROL SWITCH**—A power-operated track switch which is also equipped for hand-throw operation.

**ELECTRIC SWITCH LOCK**—An electrical locking device applied to a hand-operated track switch or derail.

**SPRING SWITCH**—A track switch equipped with a spring mechanism arranged to restore the switch points to normal position after having been trailed through.

## TIMETABLE

**TIMETABLE**—The authority for the movement of regular trains subject to the rules. It contains classified schedules with special instructions relating to the movement of trains.

**SCHEDULE**—That part of a timetable which prescribes class, direction, number and movement of a regular train.

## TRACKS

**MAIN TRACK**—A designated track upon which trains are operated by timetable, train order, or both, or the use of which is governed by block signals.

**SECONDARY TRACK**—A designated track upon which trains and engines may be operated without timetable authority, train orders or block signals, subject to prescribed rules and special instructions.

**SIDING**—A track auxiliary to a main track or a secondary track for meeting or passing trains.

**CONTROLLED SIDING**—A siding the use of which is governed by signals under the control of a train dispatcher or operator.

**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 special instructions.

**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 timetable, or by train order, may be made, subject to prescribed signals and rules, or special instructions.

#### TRACK CAR

**TRACK CAR**—A self-propelled car or truck. (The term "Track Car" includes pushcars, motorcars, weed burners and other workcars propelled manually or by other forms of energy.)

#### TRAINS

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

**EXTRA TRAIN**—A train not authorized by a timetable schedule. It must be designated as:

**EXTRA**—for any extra train except passenger extra or work extra;

**PASSENGER EXTRA**—for passenger train extra;

**WORK EXTRA**—for work train extra.

**REGULAR TRAIN**—A train authorized by a timetable schedule.

**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 timetable.

#### TRAIN REGISTER

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

Note: Where in these rules, special instructions, general orders, bulletin orders, or train orders, the following terms appear, they will apply as follows:

**Train or Trains**—In connection with speed restrictions or the observance of signals and flagging rules, also applies to engines.

**Outside of Block Signal System Limits**—Territory where Automatic Block Signal or Traffic Control Systems are not provided or where such systems have been temporarily discontinued by train order or general order. Also applies to movement on any track which is provided with block signals for movement in one direction only, when movement is being made in the direction for which block signals are not provided.

## OPERATING RULES

Note: Rules with a prefix "S" are for single track; those with a prefix "D" are for two or more tracks. Rules without a prefix "S" or "D" are for single and two or more tracks.

#### STANDARD TIME

1. Eastern Standard Time will be transmitted daily to designated points at twelve o'clock noon from Washington, D. C., Observatory. Location of standard clocks will be shown in timetable special instructions. Where timetable special instructions indicate a standard clock and such clock is not self-adjusting, the employee in charge must, each day, obtain the correct time from the nearest point where a self-adjusting clock is maintained, or from the train dispatcher, and set the clock, if necessary. Clocks reflecting a variation of more than twenty seconds from correct time when comparison is made must be reported to the superintendent.

2. Employees designated by timetable special instructions must carry, while on duty, a standard railroad watch, and must carry a watch certificate in prescribed form, which must be presented to an authorized watch inspector for renewal during the month of May of each year. Location of authorized watch inspectors will be shown in timetable special instructions. Employees must show their watch and certificate to division officials upon request.

3. Unless otherwise provided, all employees in train and engine service, upon going on duty, must compare their watch with a clock designated by timetable special instructions as a standard clock where such standard clock is available. The time when watch is compared, and any variation of such watch, must be recorded on prescribed form where accessible. If watch is set to correct time the word "set" must also be recorded. Employees coming within the scope of this rule not having access to a standard clock must obtain correct time from train dispatcher, or compare their watch with that of a conductor or engineer or other responsible employee who has standard time and who has registered. Such employees will make a record of such comparison on the back of their time return form, showing place, time, variation, whether or not set, and with whom comparison was made. Unless otherwise provided, conductors and engineers must compare time with each other and, when practicable, with other members of the crew upon starting each trip or day's work.

Watches must be set to correct time if they reflect a variation of more than thirty seconds

from correct time when comparison is made as prescribed in this rule.

At train-order offices and interlocking stations where there is no standard clock, employee in charge must, during each tour of duty, compare time with train dispatcher.

#### TIMETABLES

4. Each timetable, from the moment it takes effect, supersedes the preceding timetable, 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 timetable corresponds in number, class, day of leaving, direction, and initial and terminal stations with a schedule of the new timetable, and is in effect as prescribed by Rule 82, a train authorized by the preceding timetable will retain its train orders and assume the schedule of the corresponding number of the new timetable.

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.

4-A. Notice of new timetable, or a supplement, must be issued by general order and posted at least seventy-two hours prior to its effective time. Conductors and engineers of trains or engines must not occupy the main track, after effective time of current timetable, unless they have signed receipt for and have a copy of the current timetable, and supplements, if any.

Before commencing a trip or tour of duty on any division, or subdivision, upon which they have not been working, or upon returning to duty after an absence from service, trainmen and enginemen must inquire for and know that they have the current timetable, and supplements, if any.

4-B. Special instructions appearing on a schedule page of a timetable apply only to the page on which they appear, unless otherwise stipulated.

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 leaving times, respectively.

Unless otherwise specified, the time applies:

At the clearance point of the switch where an opposing train enters the siding; where there is no siding, at the place from which train-order

signal is operated; where there is neither siding nor train-order signal, at the station. At end of two or more tracks time applies at the clearance point of the junction switch.

Schedule meeting or passing times are indicated by figures in boldface type with the numbers of the trains to be met or passed in small figures adjoining.

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

L— leave;

A— arrive;

s— regular stop;

f— flag stop to receive or discharge traffic.

Other letters and characters may be shown and explained in the timetable.

#### SIGNALS

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

8. Signals of prescribed color and type (flags, or lights when so prescribed) must be used by day, and lights of prescribed color and type 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	<i>Stop</i> , unless otherwise prescribed by the rules.
(b) Yellow	<i>Proceed at speed not exceeding that specified in the applicable rule</i> , and for other uses prescribed by the rules.
(c) Green	<i>Proceed</i> , and for other uses prescribed by the rules.
(d) White	<i>Stop</i> , at a flag station indicated on train schedule, or for other uses prescribed by the rules.
(e) Blue	<i>Stop</i> , men at work. See Rule 26.
(f) Lunar	<i>Yard switch or inside switch lined for straight track or lead by night</i> , and for other uses prescribed by the rules.

## FUSEES

11. When a fusee is burning on or near a track outside of block signal system limits, train must stop and not proceed until fusee has burned out.

11-A. When a fusee is burning on or near a track within block signal system limits, train or engine must stop and extinguish the fusee, then proceed at Restricted Speed for full flagging distance, if other conditions permit. Exception: On an ascending grade at or near a "Grade Signal" (Rule 291-A), freight trains authorized by Rule 291-A may proceed as prescribed by that rule without stopping and extinguishing the fusee. This will not relieve such trains from complying with Rule 509-F, when applicable.

11-B. An unattended fusee burning beyond the first rail of an adjacent main track will not apply to the track on which train is running. A fusee must not be extinguished if its location indicates it may be protecting another running track.

11-C. Ten-minute fusees will be used outside of block signal system limits; five-minute fusees will be used within block signal system limits.

11-D. Fusees must not be thrown off in timber-lined tunnels. If necessary to use in a tunnel, they must be held in the hand, or placed in such manner that it would be impossible for fire to be communicated to woodwork within the tunnel.

Fusees must not be placed where they may cause fire and never on railroad-highway grade crossings, bridges, telephone poles or signs.

## HAND, FLAG AND LANTERN SIGNALS

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

### (a) STOP

Swung at right angle to the track.



### (b) REDUCE SPEED

Slight horizontal movement at arm's length at right angle to the track.



### (c) PROCEED

Raised and lowered vertically.



### (d) BACK

Swung vertically in a circle at right angle to the track.



### (f) APPLY AIR BRAKES

Swung horizontally above the head, when train is standing.



### (g) RELEASE AIR BRAKES

Held at arm's length above the head, when train is standing.



(h) Any object waved violently by anyone on or near the track is a signal to stop.

(k) Signals must be given from a point where they may be plainly seen and in such a way that they cannot be misunderstood. If there is any doubt as to the meaning of a signal, or for whom it is intended, it must be regarded as a stop signal.

When switching, backing or shoving a train, engine, car or cars, the disappearance from view of employee or light by which signals are given must be construed as a stop signal. Exception: The foregoing does not apply when the movement is made as prescribed in the last sentence of Rule 103, or when other means (radio, telephone, whistle, horn, etc.) of communicating and relaying hand signals are being used to control the movement.

(m) When a train has one engine, signals to the engineman must be given according to the way the engine is headed. When train has more than one engine and they are headed in opposite directions or placed in different parts of the train, the conductor must have a proper understanding with the train and engine crews to insure proper compliance with signals.

(n) When wreck train is being used at night, signals to the engineman for movements for the wrecking crew will be given with a green light. Engineman will disregard hand signals, other than stop signals, given by other than green light.

(o) Unless otherwise provided, a hand, flag or lantern signal to proceed does not modify compliance with other rules or signals which restrict the movement of a train or engine.

#### EMERGENCY SIGNALS AT INTERLOCKING STATIONS AND OTHER DESIGNATED POINTS

(Whistle or Horn)

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

SOUND	INDICATION
(a) —	All movements within interlocking limits stop immediately.
(b) oo	Resume normal movement after receiving the proper signal or permission from the operator.
(c) ooo	Whistle or horn test.
(d) ooooo	Call for maintainer.
(e) oooooo	Call for trackmen.

#### ENGINE WHISTLE SIGNALS

14. 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. See also Rules 31 and 32.

SOUND	INDICATION
(a) o	Apply brakes. Stop.
(b) — —	Release brakes. Proceed.
(c) — o o o	Flagman protect rear of train.
(ca) o o o —	Flagman protect front of train.
(cb) — o o o — (Repeat)	Flagman protect adjacent track(s) as prescribed by Rule 102.
(d) — — — —	Single track — Flagman may return from west.*
(da) — — — — o	Flagman may return from west on No. 1 track.*
(db) — — — — o o	Flagman may return from west on No. 2 track.*
(dc) o o — — — —	Flagman may return from west as prescribed by special instructions.
(e) — — — — —	Single track — Flagman may return from east.*
(ea) — — — — — o	Flagman may return from east on No. 1 track.*
(eb) — — — — — o o	Flagman may return from east on No. 2 track.*
(ec) o o — — — — —	Flagman may return from east as prescribed by special instructions.
(f) o — —	Acknowledging display of train-order signal.
(g) o o	Answer to any signal not otherwise provided for.

\*As prescribed by Rule 99.

SOUND	INDICATION
(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.
(l) — — o —	Approaching railroad-highway crossings at grade and tunnels, to be prolonged or repeated until crossing is reached; at all whistle signs, also when view is obscured by weather and other conditions, approaching stations, yards, or other points where men may be at work.
(m) —————	Approaching stations, junctions, railroad crossings at grade and as may be required.
(n) — — o	Approaching meeting or waiting points. See Rule 90.
(o) o —	Inspect train for brake pipe leak or for brakes sticking.
(p) Succession of short sounds	Alarm for persons or livestock on the track.
(r) o o —	Answer to flagman's stop signal. See Rule 99.

#### TORPEDOES

15. The explosion of two torpedoes is a signal to be on the alert for flagman or obstruction. It requires the reduction of speed as may be necessary unless or until, by signal indication or otherwise, the way is seen or known to be clear.

The explosion of one torpedo will indicate the same as two, but the use of two is required.

The explosion of torpedoes must be acknowledged in accordance with Rule 14 (g).

Torpedoes exploded by other than trains and engines must be immediately replaced.

#### COMMUNICATING SIGNALS *Pass*

16. 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 o	Increase train heat.
(j) — o	Running test of air brakes completed.
(k) ———	When standing—deplete brake pipe pressure.
(l) ———	When running—brakes sticking; look back for hand signals.
(m) — — o	Approaching meeting or waiting points. See Rule 90.
(n) o ——— o	Shut off train heat.

#### TRAIN AND ENGINE SIGNALS

17. The headlight will be displayed to the front of every train day and night in the direction in which train or engine is moving.

Headlight must be dimmed, except when nearing street or highway crossings, as follows:

- (a) While standing or passing through yards where yard engines are working;
- (b) Approaching stations where other trains are standing;
- (c) Approaching train-order signals, junctions, terminals, meeting points and when stopped;
- (d) Approaching and passing head end and rear end of trains on adjacent tracks;

- (e) When closing up behind trains;
- (f) At other points to permit passing of signals, delivery of train orders, or when safety of employees requires.

18. When an engine is running backward with or without cars, a white light, if no headlight, must be displayed by night on the leading end.

18-A. Engines in road service, standing or moving about yards, under conditions not requiring display of markers, must display a white light, if no headlight, to the rear by night, except when coupled to car(s).

18-B. Yard engines will display the headlight to the front and rear, day and night. Headlight on end coupled to cars may be extinguished.

18-C. When not provided with a headlight, or the headlight fails, a white light must be used in its place. At night, speed must be reduced, the bell rung continuously, the whistle sounded frequently and train dispatcher notified.

19. The rear of a train will be identified by marker lamps, one on each side, displayed as follows:

By day: Marker lamps not lighted, except as required through tunnels, on engines and cars not equipped with fixed electric marker lamps.

On engines and cars equipped with fixed electric marker lamps, marker lamps must be lighted as at night.

By night: On engines and cars, marker lamps lighted showing red to the rear and yellow to the front and sides. Front and side display will be omitted when markers are not equipped for such display.

In territory specified in timetable special instructions, trains will display yellow lights to the front, outside and rear when clear of the main track.

Night indications will be displayed through tunnels.

Unless otherwise provided, markers will not be removed, or lights extinguished on fixed markers, until the train has been delivered to connecting crew, yardmen or designated yard track, at which time markers will be removed or lights in fixed markers extinguished.

Engines and cabooses of other railroads used in train service on Western Maryland Railway tracks, including trains in detour movements, may display green lights in marker lamps instead of the specified yellow lights.

19-A. A train not equipped to display the markers as prescribed by Rule 19 will display on rear of train by day, a red flag; by night, a red light.

19-B. While train is being switched from rear or caboose is being handled by yard engine, marker lamps must be removed or lights in fixed markers extinguished to prevent obscuring view of other signals.

24. When car(s) are pushed by an engine (except when switching and making up trains in yards) a white light must be displayed on the front of the leading car by night.

25. Each car of a passenger train must be connected with the engine by a communicating signal appliance. Should the communicating signal become inoperative at a point where repairs cannot be promptly made, the conductor and engineer must have an understanding as to how the train is to be operated before proceeding. (See also instructions in current issue of air brake rules.)

#### OTHER SIGNALS

26. When necessary to work under or about an engine, train, car or draft of cars for inspection, repairing or servicing of any of them, a blue sign must be displayed at each end unless standing on a spur track, in which event the sign will be displayed only on the end to which coupling can be made. If engine is attached to train, car or draft of cars, sign on engine end must be displayed on engineer's side of cab of engine.

Each class of workmen will display blue signs and the same class workmen are alone authorized to remove them.

On tracks regularly assigned for repairing or servicing of cars, a similar sign must be placed on the track or between the rails of the track, or switches leading to the track may be locked with a special lock.

At night a blue light must be attached to each such sign as prescribed herein.

An engine, train, car or draft of cars when so protected must not be moved nor coupled to, nor other equipment placed so as to obstruct the view of the signs or lights.

Before engaging in the work of inspecting, repairing or servicing of any engine, train, car or draft of cars, each employee must see that he is protected as provided herein.

When repair work is to be done under or about an engine or car in a train where movement would endanger employees engaged in such work and blue signs are not available, the engineer must be orally notified by the employee in immediate charge of the work and complete understanding had to prevent movement while work is being done. The same employee is required to notify the engineer orally when the work has been completed.

26-A. When an unattended red flag or red light is displayed to the right of track in direction of approach, train after stopping must be preceded for full flagging distance, from point where signal is displayed, by a flagman who must carefully examine track and structures. Such signals must be left as found.

This method of flagging a train should not be used except in an emergency. Conductor will make report to superintendent when train is flagged in this manner.

An unattended red flag or red light displayed between the rails or over any house, pier or industrial track requires that engine stop and not proceed until it is safe to do so.

26-B. A Portable Whistle Sign (Rule 179), placed to the right of track in direction of approach, indicates that track or other maintenance gang working on the track approximately 3000 feet distant. On two or more tracks where trains keep to the left, sign will be placed to the left if proximity of adjacent main track prevents location to the right.

Enginemen must sound whistle as prescribed by Rule 14 (1).

26-C. When white "call light" is illuminated on relay house in traffic control territory, it indicates that any employee in the vicinity, except those on moving trains, must communicate immediately with the train dispatcher or operator.

26-D. Camp Car Sign (Rule 180) displayed at one or both ends of a car(s) indicates camp cars; a yellow tag displaying the words "Camp

Cars" attached to a switch stand indicates camp cars on that track. Employee in charge of camp cars must display camp car tag on switch leading to such track and camp car sign on one or both ends of car(s) as conditions require, and the same employee is alone authorized to remove them, except that when other equipment is placed ahead of camp cars, or when equipment so placed is removed, the conductor will be responsible for proper display of signs and must notify occupants before cars are moved.

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

Camp cars must, as far as practicable, be parked on tracks on which there will be no train and engine movements and located well away from main tracks or other tracks upon which movements are frequent.

When no track is available such as described in the preceding paragraph, the camp cars should, if conditions justify, be set off upon a temporary or skeleton track. When such tracks are disconnected from the main track or other track, the protection required by this rule will not be necessary.

26-E. When a sign reading "STOP—TANK CAR CONNECTED" (white lettering on blue background) is displayed on a track or car, the car or cars must not be coupled to, or moved, until it is known that connections have been detached.

26-F. When a sign reading "SERVICE CONNECTIONS" (black lettering on white background) is displayed on a car or engine, the car or engine must not be coupled to or moved, until it is known that connections have been detached.

26-G. Where required, posts painted white (Rule 176), or a white stripe (Rule 177) about ten inches wide painted on the inside and outside of head, web and base of both rails in a track indicates the fouling point of the track on which it is located and the adjacent track.

#### USE OF SIGNALS

27. A signal imperfectly displayed, or the absence of a fixed 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 and must be promptly reported to the superintendent. Exception: When the day indication of a semaphore signal is plainly seen, such indication will govern.

When light is not displayed on train-order signal at an open office at night, trains which have not been notified must receive Clearance Form A.

Employees using a switch, where switch lamp is maintained, will, when switch light is imperfectly displayed or absent, correct or replace the light when practicable. Reflector-type disks, when used, will indicate the same as lighted switch lamps. See also Rule 105-G.

28. A white signal will be used to stop a train at the flag stations indicated on its schedule or in special instructions.

At stations where trains are scheduled to stop on signal to receive passengers, and flag stop signals are not in use, conductors and enginemen of such trains must assure themselves there are no passengers to board train before passing station.

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), (h) or (r).

30. Except where the momentary stop and start, forward and backward, are a continuous switching movement, the engine bell must be rung when an engine is about to move. It must also be rung while passing through tunnels, while approaching and passing railroad-highway crossings at grade, when passing a train or cars on an adjacent track, and elsewhere when required as a warning signal.

31. The whistle must be sounded at all places where required by rule or law and elsewhere when necessary as a warning signal.

In case of whistle failure, speed must be reduced and bell rung continuously when approaching and passing through stations, yards, over railroad-highway crossings at grade and around curves.

32. The unnecessary use of either whistle or bell is forbidden. Whistle signals must be sounded, and bell rung, by leading engine.

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

34. Each member of engine crew must (and each member of train crew must, when practicable) identify by name each signal affecting the movement of his train or engine as soon as it becomes visible or audible to him and, in addition, communicate the indication of each automatic block, interlocking and train-order signal. Other members of the crew within hearing distance must acknowledge at once and repeat the name and indication of the signal as soon as it can be verified.

The indications must be watched by engineer if practicable until signals are passed; otherwise by another member of crew on engine, and engineer will remind other members of crew to watch such signals until passed.

If, before such signal is passed, it displays an indication other than that called, the changed indication must be called as soon as it comes into view.

35. The following signals will be used by flagmen:

Day Signals — A red flag,  
torpedoes and  
fuses.

Night Signals — A <sup>White</sup> ~~red~~ light,  
torpedoes and  
fuses.

~~Note: When a white light is carried by flagmen, it must be extinguished while stop signals are being given.~~

35-A. Trainmen must know that they have available at all times proper flagging signals, including the minimum supply of fuses and torpedoes specified by timetable special instructions, when leaving terminals.

Enginemen must know that they have available at all times proper flagging signals on the engine, including the minimum supply of fuses and torpedoes specified by timetable special instructions.

36. Switchtenders will use a yellow flag by day and a yellow light by night to give signals, unless otherwise provided.

37. A yellow Reduce Speed Sign (Rule 168), equipped to display a yellow light by night, will be placed to the right of track in direction of approach, the distance in feet to be the product of 100 multiplied by the miles per hour maximum speed shown in timetable for the location, and



farther, if necessary, from the structure or track over which a temporary speed restriction has been placed by train order or general order. (See Chart, page 75.)

A yellow Speed Limit Sign (Rule 169), equipped to display a yellow light by night, placed to the right of track in direction of approach, approximately 150 feet in advance of the restricted area, will indicate the beginning of the restriction.

A green Resume Speed Sign (Rule 170), equipped to display a green light by night, placed to the right of track in direction of approach, within 150 feet beyond the point where the restriction ends, will indicate the end of the restricted territory. Trains must not resume speed until rear of train has passed the temporary Resume Speed Sign. Trainmen on rear of trains will give signal as prescribed by Rule 12 (c), when rear of train has passed the temporary Resume Speed Sign.

Where two or more tracks are affected, the temporary Reduce Speed, Speed Limit and Resume Speed Signs will be displayed for each track the same as if it were single track.

When a speed restriction has been placed on a track and temporary Reduce Speed, Speed Limit and Resume Speed Signs cannot be installed immediately, the train order making the speed restriction effective must so state.

Trains must not exceed the speed specified by train order or general order, or 15 miles per hour if no different speed is specified, while passing over the track or structure affected, until the rear of train clears the restricted limit.

Note: Yellow flags and yellow lights in lieu of temporary Reduce Speed and Speed Limit Signs; and green flags and green lights in lieu of temporary Resume Speed Signs may be used when such signs are not immediately available.

The absence of the signals referred to in this rule will not relieve engine and train crews from complying with the instructions of any form of slow order in their possession.

38. Permanent Speed Restriction Sign (Rule 171) will be located to the right of the track in direction of approach, where practicable. On two or more tracks where trains keep to the left, sign will be located to the left if proximity of adjacent main track prevents location to the right. Such sign will apply to trains and engines moving into the restricted speed territory on any track.

The numeral shown on the Permanent Speed Restriction Sign at each location indicates the speed which must not be exceeded through the restricted territory.

The Resume Speed Sign (Rule 172) will be located to the right of the track in the direction of approach, where practicable, and govern the movement of trains and engines out of the territory of reduced speed. Such sign will be located at the point where the restriction ends and, unless otherwise provided, the speed specified must not be exceeded until rear end of train has passed the resume speed sign.

Permanent speed restrictions will also be shown in timetable special instructions and such instructions only, unless otherwise provided, will govern at locations where it is not practicable to install permanent speed signs.

Permanent speed restriction signs will not be marked by any night indication, but may be reflectorized. Such signs do not abrogate or modify special instructions, train orders, or instructions further restricting the speed of any or all trains.

## MOVEMENT OF TRACK CARS

### On Train Order Authority

40. Train orders must not be issued for the movement of a track car unless the employee in charge is qualified in accordance with the requirements of Rule C and Rule 41.

Track cars when operating on train order authority will run as track car extras, governed by rules and special instructions applying to track cars and by the same rules and special instructions which apply to trains other than passenger trains, except as herein provided. Track car extras will be designated by the numerals of the track car. Rules 17 and 19 will not apply, but a white light to the front and a red light to the rear of each track car must be displayed by night and while passing through tunnels. When so provided, two white lights to the front and two red lights to the rear may be displayed where this rule requires one white light to the front and one red light to the rear.

Train dispatcher will keep record on train sheet of movement of track cars on train order authority.

### On Track Car Form

41. Driver of track car must pass examination on rules and special instructions pertaining to operation of track cars, and on physical characteristics of the territory in which he operates.

He must have track car permit and have with him while on duty current timetable and supplements, if any. He also must have Book of Rules in his possession. The provisions of this rule do not modify the requirements of Rule 40.

42. Unless otherwise provided, track cars must not be placed on the main track nor moved from one main track to another unless authorized by the train dispatcher, either directly or through the nearest operator. Such authorization must be by written instructions on prescribed track car form, a supply of which must be kept available by track car drivers and by operators at train-order offices. Driver of track car obtaining such instructions over the telephone from the train dispatcher, or through the operator, as the case may be, must state his name, track car number, location and points between which track car is to be operated and the time desired for the movement. Track car driver must notify the train dispatcher when operating as a one-man track car. Where a qualified employee other than the driver is in charge of the car, and such employee receives the authorization, he will give the driver's name in addition to his own and will show this information on the track car form. In such cases, these rules will be applicable to both driver and employee in charge of track car. The instructions must be repeated to the train dispatcher or operator, if relayed through the operator, who will see that they are repeated correctly. Such instructions must designate the points between which such movement may be made and the time that track car must be clear of the main track.

On two or more tracks, except where Traffic Control Rules are in effect, the authority for the movement of the track car will be with the current of traffic only, unless otherwise authorized by the train dispatcher on the track car form.

On two or more tracks where Traffic Control Rules are in effect, the instructions on the track car form must specify the track to be used.

When available, another employee should hear the instructions repeated.

43. At open train-order offices, the operator will receive, transcribe and repeat the instructions from the train dispatcher on the prescribed track car form and, when delivering the form to driver or other employee in charge of track car, must require him to read aloud the instructions and know that they are properly understood.

After the instructions have been delivered to the operator or driver (or other employee in charge of track car), no alterations or additions will be made. When additional instructions are required, they will be issued in the prescribed manner on a new form.

Operators will keep on file a copy of all instructions issued on track car forms for the movement of track cars. Driver or other employee in charge of track car will retain his copy of the instructions for reference.

Train dispatcher will keep record on the prescribed form of all movements of track cars made by his authority on track car forms, including instructions issued for such movements.

Driver or employee in charge to whom track car form is issued must read aloud to all persons on the track car the instructions received and, when practicable, the instructions will be read by at least one additional employee.

Employees accompanying a track car must obey the instructions of the driver or employee in charge affecting its movement and protection.

44. Employee in charge of track car must report to operator before car passes any open train-order office. On tracks governed by Traffic Control Rules, Rule 584 will apply to track cars. On tracks governed by Interlocking Rules, Rule 638 will apply to track cars.

When so directed by the train dispatcher, in other than traffic control territory, the arrival of the track car at the specified destination, or when clear of the authorized track limits at any intermediate point, before expiration of the time specified on the track car form, must be promptly reported to the train dispatcher.

On tracks governed by Traffic Control Rules 551 to 586, inclusive, the arrival of the track car at the specified destination, or when clear of the authorized track limits at any intermediate point, must be promptly reported to the train dispatcher.

Unless otherwise provided, when a track car has been reported clear of the specified track limits, whether the time granted for the movement on the track car form has expired or not, it must not again occupy the main track without new authorization.

45. In traffic control territory, home signals are under control of the train dispatcher or operator, as the case may be, and will not be used for the movement of track cars on track car

forms. Such signals must not be depended upon by drivers of track cars to indicate to them the location of trains or engines.

In traffic control territory, track cars must not pass home signals unless authorized by the train dispatcher. When so authorized, a speed of five miles per hour must not be exceeded passing over power-operated switches within the route. Unless otherwise directed, track cars must report clear promptly after passing through a remotely controlled interlocking.

45-A. Unless a specific point such as train-order office, wye switch, junction switch, etc., is specified when the track car form is issued, the authority granted does not authorize the track car to occupy the main track between the siding switches at the originating or terminating points. The movement of the track car between the points designated on the track car form must not be reversed unless specifically authorized by the train dispatcher on the track car form.

Unless otherwise provided, rules and special instructions governing movement of track cars on prescribed track car form on main track are applicable to secondary tracks and controlled sidings.

Track cars must not be operated through sidings nor left unattended on such tracks without permission of the train dispatcher.

Within the limits specified, during the time given by the train dispatcher on the prescribed track car form, track cars will be relieved of providing flag protection.

46. In any case of failure to clear the track limits at the time specified on the track car form, or due to failure in communication additional time or new authority cannot be obtained for further movement of track car, such car(s) standing or moving on the main track must be protected by a flagman in each direction. The flagmen must not be less than 140 rail-lengths from the track car, provided that at such points they can be clearly seen by an approaching train or engine at a distance of at least 40 rail-lengths.

#### Within Yard Limits

47. Unless otherwise provided, within "Yard Limits" (Rule 160), which are designated by timetable special instructions, track cars must not occupy any track unless authorized by the yardmaster on duty. Such authority may be given orally to the driver or other employee in charge of the track car. The use of prescribed

track car form will not be required but the instructions received must be repeated to the yardmaster, who will see that they are repeated correctly. When so authorized flag protection against extra trains and engines will not be required but track cars must move prepared to stop short of any obstruction.

#### General

48. Track cars operated under Rules 41 to 47, inclusive, must clear a scheduled train at the time such train is due to leave the next station in the rear where time is shown in timetable, or by not less than ten minutes if schedule provides less than ten minutes time between the two stations.

49. Track cars must be run at a safe speed at all times and must not exceed speed shown in timetable special instructions.

Track cars must not actuate spring switches. Track cars must pass through stations, interlockings and over switches, frogs, railroad crossings, railroad-highway or private road crossings at grade under full control, prepared to stop immediately. Cars must also move under control when approaching workmen on or near the track. Railroad-highway and private road crossings at grade must be approached cautiously and, where view is at all obscured, car must come to a stop before passing over the crossing. Where highway crossing gates or signals are manually operated, cars must not proceed over crossing until the gates are lowered or the crossing signals are seen to be operating.

49-A. When a train is approaching on an adjacent track, the track car must be stopped, brakes securely applied, and occupants stand clear of the tracks. Cars must be operated with care in passing a train receiving or discharging passengers at a station and must not pass between it and the platform at which passengers are being received or discharged, unless proper safeguards are provided.

49-B. Track car wheels must have standard flanges and suitable brakes for proper control of car. When cars have been started, brakes must be immediately tested and any defects corrected before proceeding. Brakes must be applied gradually and emergency stops made only when absolutely necessary. In wet weather, or on frosty rail, the power should be left on sufficiently to keep the wheels turning while the brakes are

applied because sliding wheels have little braking power. In approaching points where stops are to be made in wet weather, more distance should be allowed in which to stop the car.

**49-C.** Track cars must not be operated at night except in case of emergency. When necessary to operate track car(s) at night or during foggy or stormy weather or through tunnels, they must be provided with a white light to the front and a red light to the rear. Lights must be obscured from view of trains and engines as soon as cars are removed from track. When so provided, two white lights to the front and two red lights to the rear may be displayed on specially constructed inspection cars where this rule requires one white light to the front and one red light to the rear.

**49-D.** Driver of track car must avoid unnecessary conversation with anyone while car is in motion. All occupants of car, as well as the driver, must keep a constant lookout. Upon meeting a flagman, car must stop and ascertain the reason for the flag being out.

**49-E.** Track cars, all types, must not be attached to engines or trains and must not be run closer than 800 feet behind moving trains nor stopped within 300 feet of standing trains or engines. The space between track cars when running must not be less than 500 feet, except when arriving at a point at which they are to be removed from the track. At such places the speed must be reduced to that which will insure against collision.

Trailer cars run with track cars must be coupled behind with approved couplings. Not more than one trailer car will be towed by a track car unless the trailer cars are equipped with brakes.

All track and trailer cars used for transporting men must be equipped with seats, safety rails, wheel guards and brakes. Except in emergency, no person shall ride on a track or trailer car that is being towed unless the car is so equipped. Track cars must not be overloaded with either men or material.

**49-F.** The foreman, or other employee to whom the track car is assigned, is responsible for the inspection, use, operation and care of the track car. Before being operated, an inspection must be made to see that cars are in good operating condition, properly lubricated, and the

tanks filled with fuel. It must also be seen that all equipment provided for in these rules, including two red flags, two red lights and the number of fuses and torpedoes specified by timetable special instructions is on the cars and that tools and materials are loaded so that they will not fall off or otherwise endanger the movement. Track jacks must not be loaded on the front end of the cars. A report must be made to the supervising official when cars are in need of repairs, and they must not be operated when in unsafe condition.

**49-G.** All occupants of a track car must be seated before the car is started and must remain seated while the car is in motion. The employee in charge must instruct occupants as to what duties each will perform should it become necessary to remove car from track in an emergency. Occupants must not permit their legs to hang over the ends or sides of the car nor use their feet against rails, ties, etc., in stopping cars. No one should get on or off track cars in motion except those necessary to start the car, and they must get on at the rear.

**49-H.** Track cars must not be put on or taken off the track with their engines running, except in emergency. When removed from track, cars must be placed not less than seven feet from the nearest rail and so located and secured that they cannot foul the track. They must not be set off or left within the full traveled width of street or highway crossing at grade except in emergency, in which event they must be protected by an employee and removed as soon as possible. Cars set off on line of road not in sight of men in charge must be locked.

When tanks are being filled or gasoline handled, smoking is forbidden and flames and open lights must be kept away. Matches or open lights must not be used when inspecting cars. Engines must not be run in track car or toolhouses unless all doors or windows are open. The engine must not be run while the fuel tank is being filled. When necessary to ship track cars on trains, gasoline tanks and carburetors must be drained.



53. So far as practicable and as other duties permit, employees will observe passing trains for defects such as brakes sticking, brake rigging down, swinging doors, hot journals, indications of fire, shifted lading and protruding objects. Should there be any indication of conditions endangering the trains, they will give stop signal to crews of such trains.

When passing other trains and interlocking, train-order or other stations, railroad-highway grade crossings where watchmen are on duty and points where trackmen, bridgemen or other employees are working, train and engine crews on moving trains must be on the lookout for signals and, when practicable, exchange signals. If unable to communicate stop signal, the train dispatcher should be notified as quickly as possible of defective conditions.

A train must be stopped when it is observed with any of the following defects or other indications of conditions endangering the train:

- Hot Journal
- Sliding Wheels
- Defective Truck
- Dragging Brake Rigging
- Swinging Car Door
- Lading Shifted Over Side or End of Car.

If nothing irregular is noted, employees will give proceed signal, Rule 12 (c), as rear of train passes, as an indication that they have observed running gear and noted nothing dangerous.

In the application of this rule, when leaving terminals where train has been inspected and when passing points where it is known that other employees are required to observe trains for defects, a member of the crew, when practicable, should be on the rear platform to observe hand signals or conditions on either side of train.

54. Side and trap doors of passenger cars must be closed except as otherwise provided; doors and drop bottoms of freight cars must be closed and fastened, and top covers of cars must be secured in place as required. Dome and outlet covers of tank cars must be fastened in place.

When a coach with end gates is next to the engine in a train, the gate next to the engine must be in position.

A passenger train with vestibule car on rear must not be permitted to leave a terminal without having rear of train protected by safety gates in proper position.

55. When a car is set out of a train on account of hot journal and the packing is smouldering

or on fire, the crew must make a careful inspection of the underside of wooden flooring to determine that it has not been ignited by the blaze from the hot journal. All fire must be extinguished and journal box lids closed before proceeding with the train.

Cars set out, on account of defects, and their lading must clear other tracks.

The use of sand or dirt for extinguishing fires in journal boxes is forbidden. When water or fire extinguisher is not available the packing must be removed from the journal box and extinguished on the ground.

56. Odor and/or smoke hot journal indicators on cars will release an extremely pungent and penetrating odor and/or volume of dense white smoke when bearings become overheated. When either of these conditions is observed, the train must be stopped and a prompt report made to the superintendent.

If car is set off en route, report should state that car is equipped with an indicator. (Additional instructions will be found under "Roller Bearing Journals" in current issue of air brake rules.)

57. Train crews observing evidence of anything dragging, or contents of car wasting, must satisfy themselves that nothing is out of order on or about their trains and must notify the train dispatcher at once. If practicable, the track foreman must also be notified. Those notified must take necessary safety measures.

58. Any broken pieces of wheels, flanges or other parts found, indicating defective equipment or track that may cause derailment, must be reported immediately to the superintendent.

59. When starting freight trains and/or when necessary for the train to be inspected, the speed for the first train length should not exceed eight miles per hour, to permit full inspection by train crew and permit them to safely board the train.

#### GENERAL ORDERS AND QUALIFICATIONS

60. General orders will be issued by authority, and over the name, of the superintendent and will supersede special instructions in the timetable or any rule or regulation of the Book of Rules with which they conflict. General orders will remain in effect until canceled.

Bulletin orders will be issued by authority, and over the name, of the superintendent. Bulletin orders will be numbered consecutively, on each division, beginning with January first of each year and will expire with the calendar year.

61. All employees who are required to have a timetable with them while on duty must also sign receipt for and have a copy of and understand the instructions contained therein of all general orders in effect. All such employees must also sign for and understand the instructions contained in bulletin orders before beginning each trip or tour of duty.

62. General orders and bulletin orders will be posted in Bulletin Order Book. All employees required to sign for such orders will show their name, date and time in the place provided on the page on which the general order or bulletin order is posted. Location of Bulletin Order Books will be shown in timetable special instructions.

Employees in charge of Bulletin Order Books must post general orders and bulletin orders as received, noting date and time posted.

63. Before starting on trip or tour of duty, the conductor and engineer must each know that the other is qualified and has the necessary general orders for the trip or tour of duty; also, the conductor must know with respect to the flagman, and the engineer with respect to other members of the crew on the engine, that they have seen and are familiar with such general orders.

64. Conductors and engineers reporting for duty at a place where no general orders are posted, or where general orders posted do not cover the territory over which they are assigned to run, must report to the train dispatcher and receive instructions by train order covering the general orders not in their possession, but which are effective in that territory.

65. Train and engine crews must re-register after having been off duty one hour or more.

66. Conductors and engineers ordered to run over any portion of a division, or another railroad over which they are not qualified, must inform the superintendent of the division or other railroad that they are not qualified.

67. Each qualified conductor and engineer, whether or not serving in that capacity, must have with him while on duty the timetables, and supplements, if any, of the divisions on which he is qualified in part or whole, together with the general orders pertaining thereto.

68. Conductors, enginemen and trainmen in road service, prior to resuming duty after an absence from duty of thirty days or more, must be examined by a trainmaster or a road

foreman of engines or their assistants or other designated employee to ascertain their knowledge and understanding of general orders, bulletin orders and/or special instructions which may have become effective during their absence. If the absence from duty has been four months or longer, this examination must not be conducted over the telephone.

69. Conductors and engineers of this and/or other railroads not having run or made a trip within a period of six months, for the purpose of remaining qualified on the physical characteristics over any portion of this railroad on which they previously have been qualified, will be required to requalify before again running over that portion of the railroad.

When a conductor or engineer makes a trip (not in service) for the purpose of retaining his qualifications, he must notify the superintendent in writing, giving details, and have the conductor and engineer of the train on which the trip was made witness his certification. The prescribed form should be used for this purpose, when available.

Other enginemen who are permitted by the train engineer to operate the engine under the train engineer's supervision and responsibility in accordance with Rule 1071, are likewise subject to the requirements of this rule.

## SUPERIORITY OF TRAINS

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

Right is conferred by train order; class by timetable.

Right is superior to class.

73. Extra trains are inferior to regular trains.

## MOVEMENT OF TRAINS AND ENGINES

80. When a member of train, engine or yard crew communicates with train dispatcher, or operator, he will give his name, occupation, location, and train or engine number, and will repeat back the instructions received.

81. A main track must not be occupied without authority, and must not be fouled until by observation, signal indication, or protection by flagman, the engineer or conductor, as the case may be, is assured that it is safe to do so.

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

Regular trains more than twelve hours late on either their scheduled arriving time or leaving time at any station lose both right and schedule and can thereafter proceed only as authorized by train order, or as provided in rules governing movement of trains and engines by block signals.

83. Except as provided in rules governing movement of trains and engines by block signals, 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, or leave territory where rules governing movement of trains and engines by block signals are in effect, until it has been ascertained that all superior trains due have arrived and left on single track, or have left on two or more tracks.

The manner in which information will be furnished as to the arrival or departure of trains due on single track, or as to the departure of trains due on two or more tracks, will be indicated by special instructions in the timetable.

84. A train must not start movement in either direction until proper signal is received by the engineman. Except when proceeding on block or interlocking signal indication after train has been stopped by such signal, the conductor will give proceed signal to start a passenger train, and when practicable, will use the communicating signal.

Signal to move in either direction must not be given while receiving or discharging traffic.

A train must not be backed until proper signal is received from the rear end.

A passenger train must not be backed, except in the case of some unusual condition, without suitable back-up hose, or its equivalent, handled by conductor, nor until air brakes are known to be working properly, and until conductor has given signal 16 (c) from rear of train and it has been answered by signal 14 (h). When required, proper rear end protection must be afforded. Where back-up movement does not exceed two car lengths, flagman, if available, may function for the conductor.

85. Regular trains may pass other trains and extra trains may pass and run ahead of extra trains.

86. Unless otherwise provided, an inferior train must clear a superior train in the same direction, at the time such train is due to leave next station in the rear where time is shown in timetable, but not less than ten minutes if schedule provides less than ten minutes time between the two stations. Exception to this is that where Automatic Block Signal System Rules are in effect an inferior train must be clear in sufficient time to avoid displaying other than clear signal indications to a superior train.

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 at that time as prescribed by Rule 99.

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

S-88. At meeting points, except those made by train order, the inferior train must take the siding and clear the superior train by not less than ten minutes.

A train order fixing a meeting point is not proper unless the order directs which train shall take the siding or otherwise clear the main track. Where there is no designated siding, the train order must specify the track to be used.

Trains required to take siding must enter at the first switch of the siding when practicable; if necessary to enter at other than the first switch, or if necessary to back in, or back out, such movement must first be protected as prescribed by Rule 99, unless otherwise provided.

90. The engineer of each train must sound signal 14 (n) at least one mile before reaching a meeting or waiting point, or the beginning of a detour or portion of track over which the speed is restricted by train order or general order.

Should engineer fail to sound signal 14 (n), other members of crew on engine must immediately remind him of the requirement. Conductor of train equipped with communicating signal must give signal 16 (m) as a reminder. Should engineer fail to take action preparatory to complying with the applicable rule, the conductor or other member of crew must take immediate action to stop the train.



**90-A.** A train holding main track at meeting point must stop before fouling the clearance point of the switch to be used by the opposing train in taking siding, unless the train to be met has arrived and is in the clear and switch is set for main track movement.

When a train holding main track arrives at meeting point first, employees in charge thereof must set switch for opposing train to take siding. The employee who sets the switch must protect it unless relieved by some other competent employee. The foregoing does not relieve the train which is to take siding from being prepared to stop to open the switch.

**90-B.** When a train on main track or siding at any station is restricted, by signal indication or otherwise, for the arrival of an opposing train, the restricted train must, when length of train permits, stop at least 300 feet before reaching the clearance point of a facing point switch over which the expected train will pass.

**91.** Outside of block signal system limits, where Rule 91-A is not in effect, trains in the same direction must keep not less than ten minutes apart, except in closing up at stations. Lighted fuseses as prescribed by Rule 99 must be thrown off for this purpose when necessary.

In the application of this rule, operators at open train-order offices outside of or at the end of block signal system limits will space trains entering the nonblock territory ten minutes apart. This will not relieve conductors and engineers of the responsibility of trains keeping ten minutes apart when passed by another train or before following a train which has been overtaken.

When train-order signal is used to space trains, it must be positioned to indicate "Stop Train-Order Signal" (Rule 230) immediately after rear of train has passed the signal. When Clearance Form A is used to space trains, operator must show on the Clearance Form A the time the train may go, and train must not leave before that time.

**91-A.** On any track provided with block signals for movement in one direction only, when a train movement is being made in the direction for which block signals are not provided, a following train must not be permitted to proceed until the preceding train has passed the next open train-order office in advance, or has cleared at an interlocking or crossover, or has otherwise reported clear of the track involved. This rule

will not relieve trainmen and enginemen from promptly and properly protecting their train as prescribed by the rules.

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

**93.** Within "Yard Limits" (Rule 160), which are designated by timetable special instructions, movements not authorized by timetable schedule or train order authority may be made on the main track by authority of the yardmaster, except as otherwise provided. Movement of trains and engines on all other tracks (movements by hostlers on engine terminal tracks excluded) will be under the direction of the yardmaster.

Where a block signal system is in use within yard limits, the rules applicable to the block signal system specified will govern within the block signal system limits. Movement of trains and engines on the main track within the block signal system limits will be under the direction of the train dispatcher, unless otherwise specified.

Within yard limits, regular and extra trains, and engines, are not required to provide protection, except against regular trains.

Trains and engines on all tracks within yard limits must move at Yard Speed, unless the movement is governed by block signals.

Unless otherwise authorized, a train or engine must not be moved against the current of traffic within yard limits until provision has been made for the protection of such movement.

**93-A.** Within "R-93-A Limits" (Rule 161), which are designated by timetable special instructions, movements on the main track may be made without timetable or Form G train order authority, but only after first obtaining permission from the train dispatcher.

Within R-93-A limits, regular and extra trains, and engines, are not required to provide protection, except against regular trains.

Within R-93-A limits, extra trains of all designations, and engines, must move prepared to stop short of other movements, trains, engines and obstructions, unless the main track is known to be clear. (See note.)

A train or engine must not be moved against the current of traffic within R-93-A limits until provision has been made for the protection of such movement.

Except at a meeting point outside of block signal system limits and as prescribed by Rule 513 within block signal system limits, when a train or engine clears a main track or crosses over

from one main track to another main track within R-93-A limits and the switches have been restored to normal position, it must be reported to the train dispatcher. Such train or engine must not again enter the main track or cross over from one main track to another main track without first obtaining permission from the train dispatcher as prescribed in the first paragraph of this rule.

Except as affected by this rule all Block Signal Rules and Operating Rules remain in force.

Note: Where block signal system rules are in effect, "known to be clear" includes when track is known to be clear by signal indication.

**94.** A train overtaking another train which is stalled or requires assistance or a train or engine called upon in emergency, in the absence of other instructions, will render such assistance as may be necessary after having a proper understanding with the train involved.

When a train is coupled to another train it will be considered part of the train to which coupled, so far as observing fixed signals is concerned.

**95.** Regular trains must be designated by the schedule and engine number.

**S-96.** A train must be informed by train order as to the number of the engine on an opposing regular train; however, if the engine number is not received by train order, the identification will be made by personal conference between the conductors and engineers of the trains involved.

A train will obtain from the train dispatcher or the operator the number of the engine on a superior regular train in the same direction it is moving.

**S-97.** Unless otherwise provided, extra trains must not be run without train order authority.

**D-97.** When authorized by special instructions in the timetable, trains moving with the current of traffic may run extra or work extra without train order authority.

**98.** Trains and engines 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, if any, indicate proceed, and track is clear. Where required by law, trains and engines must stop.

At a drawbridge before a train or engine is authorized to pass a signal indicating Stop, or a hand signal is given to a train or engine having received such authorization, for movement over a drawbridge, the bridgetender must personally examine or have knowledge from an authorized

maintenance employee that the drawbridge is in place, with rails lined up properly and locked for train movements. Train or engine must then not exceed a speed of four miles per hour over drawbridge with any part of train.

**99.** When a train or engine is moving under circumstances in which it may be overtaken by another train or engine, the flagman must take such action as may be necessary to insure full protection; outside of block signal system limits lighted ten-minute fuseses must be dropped at proper intervals.

When a train or engine stops under circumstances in which it may be overtaken by another train or engine, 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 fuseses. When recalled and safety to the train will permit, he may return, leaving the torpedoes and, if necessary, in block signal system limits, a lighted fusee. Outside of block signal system limits he will leave a lighted ten-minute fusee.

The front of the train, when necessary, must be protected in the same way by another member of the crew or other competent employee. The employee designated to perform the duties of flagman must not permit other duties to interfere with proper protection of his train. Conductors and engineers are responsible for the protection of their trains.

When a train is flagged, the engineer must answer stop signals promptly by giving signal 14 (r). Flagman must continue to give stop signals until such signals are answered and acted upon. When a train is flagged, the engineer must not proceed on hand or flag signals beyond flagman until he has been informed orally, or in writing, and fully understands reason for being flagged.

Engineers are required, before train comes to a stop at points where flag protection is required, to signal for flag protection. This requirement will not relieve trainmen from promptly and properly protecting their trains. When ready to proceed, engineer will signal flagman to return.

**99-A.** Where Automatic Block Signal System Rules are in effect, and a train or engine is standing on a main track and is protected by at least two block signals to the rear, protection against a following train or engine on that track will have been afforded when flagman goes back a sufficient distance to the rear of train to stop a following train or engine moving at Restricted Speed.

This rule will not apply to work extras, or to any unit of equipment specified in timetable special instructions which does not actuate the block signals; nor does this rule modify the requirements of providing full protection:

- (a) Against opposing trains or engines, when required.
- (b) Against following trains or engines when making back-up movement.

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 and fulfill the flagman's duties.

100-A. A train must not proceed on oral notice from work train flagman. Written instructions must be given.

If instructions require flagman to hold all trains at a designated point, they should be addressed to him; but if they contain instructions affecting the movement of trains or engines beyond the point at which flagman is stationed, they must be addressed to conductor and engineer of all trains affected, and such instructions must be written in manifold, a copy of which must be delivered to conductor as well as engineer.

Flagging instructions must be written on prescribed form, when available. Conductor must deliver to his engineer a copy of all flagging instructions given their flagmen, and will require the engineer to acknowledge receipt by signing the copy to be retained by the conductor. Upon this copy the conductor will also take the receipt of the flagmen in the same manner and, at the close of the day, copies of all flagging instructions given during the day, and signed by the engineer and flagmen, must be sent to the superintendent.

When a train is stopped by a work train flagman, and engineer receives instructions affecting the movement beyond the point at which flagman is stationed, engineer will give signal as prescribed by Rule 14 (n).

100-B. When a flagman is sent from one station to another for the purpose of holding a train for another train to move against it, the flagman must have written instructions in the form and manner of work train instructions.

The flagman is required to ride the engine to point where he is being sent and he will show his flagging instructions to the engineer of the engine on which he is riding. The engineer must let flagman off at point at which opposing train is to be restricted.

100-C. In territory designated by superintendent, relief from flag protection may be given an extra train as prescribed under "Forms Of Train Orders," Form I; track protection by train order may be provided as prescribed under Form W.

101. Trains and engines must be protected against any known condition which interferes with their safe passage at maximum authorized speed.

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

During severe storms or when there is indication of high water or any condition which threatens damage, trains and engines must move so that they can be stopped in time to avoid accident. If necessary, extra stops will be made to ascertain extent and severity of storms and to examine bridges, culverts, or other places subject to damage by high water. If any condition is found that might affect the safety of a train, protection must be provided, as prescribed by Rule 99, and superintendent promptly notified.

101-A. If any defect or condition which could cause an accident is discovered in track, bridges or culverts, a flagman must protect it if necessary and a notice be given to other trains and to the superintendent.

101-B. If any member of the train or engine crew has reason to believe that his train has passed over any dangerous defect, the train must be stopped at once and proper protection provided. A prompt report must be made to the superintendent.

101-C. Any work on or adjacent to a track which may create a condition interfering with the safe movement of trains or engines at maximum authorized speed, or the use of derricks or other equipment which may foul adjacent tracks, must not be attempted without permission of the train dispatcher. The train dispatcher must secure authority from the superintendent before giving such permission. When such permission is obtained, protection against trains and engines in both directions must be provided before the track is obstructed.

Engine whistle must not be used to recall flagmen in such cases; understanding must be had by the conductor and flagmen as to which tracks no longer need be protected.

102. If a train should part while in motion, trainmen must take necessary precaution to prevent damage to the detached portions.

When a train moving between siding switches, or on one of two or more tracks, is disabled or stopped suddenly by an emergency application of the brakes or other causes, in addition to protecting against following trains on the same track, trains or engines on adjacent tracks, including tracks of other companies that are liable to be obstructed, must be stopped in both directions until it is ascertained that such tracks are safe and clear for the movement of trains.

102-A. When an engine leaves its train or part of its train on main track, a sufficient number of hand brakes must be set, when necessary, to keep the portion(s) not attached to the engine from moving. At night, or by day where view is obscured, two torpedoes must be placed on the rail at a safe distance in advance of the front end of the detached portion of the train to warn the returning movement. In addition, on single track, a red light (on two or more tracks, a white light) must be displayed on the front end of the detached portion. This does not relieve trainmen and enginemen from using necessary caution to avoid an accident in the returning movement.

A detached portion of a train must not be moved or passed until the engine or forward portion of train returns, unless conductor(s) and engineer(s) of trains and/or engines involved have a definite understanding of the movement to be made.

102-B. When livestock, vehicles or any other object has been struck by a train or engine and is thrown towards and obstructs another main track, the train or engine involved must stop all trains and engines in both directions on the other tracks until it is known that such tracks are safe and clear for the movement of trains.

103. When car(s) are pushed by an engine, except when switching either within or outside of yard limits or R-93-A limits, or when making up trains in yards, and even in above exceptions when conditions require, a member of the crew must take a conspicuous position on the leading car. By night, a white light must be used as prescribed by Rule 24. Under such circumstances, if signals from the trainmen cannot be received by the engine crew, the movement must be stopped immediately unless a back-up hose and alarm whistle are provided on the leading car and being used in accordance with the rules. (See "Handling Trains With Back-Up Hose" in current issue of air brake rules.)

103-A. When coupling or shoving car(s), precaution must be taken to avoid runaway cars and to prevent accidental fouling of other tracks, derails or street and other highway crossings at grade.

103-B. Before coupling onto car(s) or engine(s) standing on descending grades or near end of tracks, derails, street and other highway crossings at grade, or car(s) in process of loading or unloading, it must be known that car(s) is secured and will not roll away and cause damage in event coupling is missed.

103-C. When conditions require, before shoving cars, it must be known by stretching the couplings that all couplings are made.

103-D. Before shoving cars in tracks, it must be known that there is sufficient room to hold cars without fouling other tracks. When shoving cars to end of track, all cars must be coupled and, when necessary, a trainman must be sent to the leading end of the draft to protect the movement.

103-E. Before coupling to or moving cars on tracks where car(s) are being loaded or unloaded, transfer boards, tank car couplings and similar connections must be removed and in the clear, and persons in or about car(s) must be warned and must be requested to vacate car(s) while being switched, if practicable. When cars are so moved they must be returned to the same position as found.

103-F. When coupling to passenger equipment, car(s) must be stretched to see that they are coupled before connecting air hoses or steam connectors. Only sufficient power should be used to test coupling, to avoid sliding wheels of cars.

104. The normal position for a main track switch is set and locked for movement on the main track; for a secondary track switch, set and locked for movement on the secondary track; for a switch connecting a side track to a siding, set and locked for movement on the siding; for derails protecting main track or secondary track switches, set and locked in derailing position. Such switches and derails must be left in their normal position after having been used and locks must be tested to know that they are locked.

Trainmen (enginemen if no trainmen) are responsible for the proper setting of hand-operated switches and derails to be used by their train or engine, and for their return to normal position after use, except where switchtenders are on duty. Engineer must see that the switches

and derails immediately ahead of engine in direction of movement are properly positioned and must require other members of crew on engine to observe position of such switches.

Except as authorized by Rule 559, main track switches must not be left open after movement through them is completed, unless attended by a member of the crew.

A main track or secondary track switch must not be left open for a following train or engine, unless in charge of a member of the crew of such train or engine, or an assigned switchtender.

When dual control, power-operated or spring switches are operated by hand, they are considered hand-operated switches within the meaning of this rule.

**104-A.** A train or engine must not foul a track until switches connected with the movement are properly lined, or, in the case of spring switches or automatic switches, until the normal route is seen to be clear.

When waiting to cross from one track to another and during the approach or passage of a train or engine on tracks involved, all switches connected with the movement must be secured in the normal position.

Where trains or engines are required to be reported clear of main track, or other track, such report must not be made until switch, and derail if provided, have been secured in their normal positions.

If any switch specified in the first paragraph of Rule 104 is found to have a defective lock, or lock missing, it must be reported at once to the superintendent by the conductor, engineer or other employee who may have discovered it, and, if possible, replaced by lock taken from some other location of less importance. If the switch cannot be properly locked, it must be spiked in its normal position.

**104-B.** Derails must be kept in the derailing position when not in use, whether or not there are cars on the track on which they are located. Equipment of any type placed on tracks where derails are located must not be left standing between derail and switch it protects.

Where conditions require, derailing devices of various types, operated by hand, are maintained on some station tracks, storage tracks, industrial tracks, loading and unloading tracks, with normal position set for derailing. They may or may not be equipped with targets or color indications by day or with light indications by night. Trainmen and enginemen are responsible for proper position of the derails before and after using the tracks where such derails are maintained.

**104-C.** If a movement is trailed through a rigid switch when it is not lined for the movement, the switch is thereafter unsafe. If a movement trails partly through a rigid switch when it is not properly lined, the movement must be continued through the switch points. Switches damaged in this way must be reported to the superintendent immediately and, when practicable, track foreman notified. Switch must be spiked unless track foreman takes charge. If it cannot be made safe, protection must be provided.

**104-D.** When a train or engine is clear of main track or secondary track, to be met or passed by a train, employees must not unlock derails or switches, nor be between the clearance point and the switch. They must not be within 20 feet of any main track or secondary track switch until the approaching train has passed.

Conductor or engineer nearest the switch must see that other members of the crew comply with this rule.

**104-E.** When a train or engine is on main track or secondary track to be met or passed by a train and a switch is to be set for the approaching train to enter siding, or other track, employee after securing the switch must take position at least 20 feet away from the switch until the approaching train has passed over it.

**104-F.** The employee throwing a switch must see that both points have moved to the proper position. A switch lever must be secured as soon as thrown either way by placing lock or hook in keeper; when locked, the lock must be tested to insure that it is securely fastened.

**104-G.** Neither switch of a crossover may be opened when there is a train, engine or car closely approaching either switch. When crossover movement is to be made by a train or engine, both switches must first be opened before the movement is commenced, and the movement must be completed before either switch is restored to normal position.

**104-H.** Except as provided in the second paragraph of Rule 90-A and unless otherwise provided, an employee must not set a hand-throw switch to divert an approaching train or engine until he is assured of its identity and that its speed does not exceed that authorized for the diverging route.

**104-I.** An employee alighting from a moving train to change position of a switch behind such train must get off rear of rear car when practicable, or, when not practicable, on opposite side

... it is unsafe to  
... a train is moving over a switch,  
... employee in the vicinity of such switch must  
... position on opposite side of track from  
... switch stand when practicable to do so or, if not  
... practicable to do so, must take position not less  
... 20 feet from the switch stand.

104-J. Where track scales are provided with  
around track, switches must be lined for run-  
around track when scales are not in use.

104-K. Running switches (or swinging of  
switches) should be avoided if possible. Such move-  
ments must not be made with cars containing  
stock, explosives, inflammables, acid, chlorine  
gas or poison gas, or with scale test cars, work  
equipment such as locomotive cranes, power  
locomotives, ditchers, spreader cars and steam or  
diesel cranes, or with cars occupied by persons  
except train service employees on duty. Such  
movements also should be avoided on all tracks  
occupied by such cars and on short tracks leading  
to trestles or buildings. Cars occupied by passen-  
gers and other cars to be placed on tracks occu-  
pied by such cars must be handled by engine with  
brakes cut in on cars and operative.

When making running switch, members of the  
crew must have a mutual understanding as to  
the move to be made. It must be known that  
there is sufficient room to make the running  
switch safely, that the switch to be used has been  
checked and is in good working order and that the  
brakes have been tested to see that they are  
efficient to control the movement of the car(s)  
being dropped by. The conductor, or qualified  
trainman designated by him, will give the neces-  
sary signals and operate the switch involved.  
Whenever practicable, the engine will be run on  
the right track.

Car(s) must not be dropped or running switch  
made over a dual control or power-operated  
switch except in emergency, and then only when  
the switch is in hand-operated position in accordance  
with Rule 104-N and movement is made as  
described in the preceding paragraph.

Running switches must not be made over a  
power switch.

104-L. A switch stand with sign bearing  
the letter "A" identifies a switch stand which auto-  
matically varies the position of the switch points  
during movements only and automatically  
moves them in the position to which forced by  
trailing movement. Switch target moves  
with the movement of the switch points, but

switch operating lever moves only when  
thrown. This type of automatic switch  
does not function like a spring switch.  
Movement may be made over the switch  
on either track, regardless of position of  
switch points. When facing movement is to  
the left and switch points are not lined for suc-  
cessment, the switch must be lined by hand.  
If the switch has been actuated in switchin-  
g movements, it is not necessary for the move-  
ment to trail completely through the switch  
making a reverse movement.

When approaching movements conflict-  
ing, one for which the switch is set will have the  
right of track. Movements against which the  
switch is set must not foul the adjacent track unless  
the track is clear of conflicting movement or  
such conflicting movement has been brought  
to a stop.

The use of the automatic switch stand  
is restricted to tracks other than main and second  
tracks.

104-M. Spring switches will be identified  
by a sign bearing the letter "S" (Rule 173). For  
point movement over main track and second  
track spring switches is protected by signals.  
Location and normal position of spring switches  
will be listed in timetable special instructions.

Trailing movement may be made through  
a spring switch when points are in normal position.  
A spring switch must not be trailed through  
unless in normal position, or switch has been placed  
in proper position by hand. A reverse movement  
must not be made after trailing through a spring  
switch until it is known that the points have  
returned to normal position, or switch has been  
placed in proper position by hand. If movement  
is stopped on spring switch when making a trailing  
movement, a reverse movement must not be  
made, nor slack taken, until the switch has been  
placed in proper position by hand.

When necessary to throw a spring switch  
by hand, the switch should be operated slowly  
keeping a steady pressure on the handle.

In an emergency, when springs of switch  
are compressed by the truck wheels and a spring  
switch must be thrown by hand, care must be  
exercised to keep clear of the handle when  
latching it. The switch handle must not be  
unlatched while wheels are forcing the switch  
points open. The same trainman operating  
the switch must restore it to normal position, unless  
otherwise provided.

When a train or engine has been stopped by a signal which governs facing point movement over a spring switch (see Rules 175 and 509-E), a member of the crew must examine the switch points to know that they fit properly before movement is made over the switch.

Outside of block signal system limits, after a train or engine has trailed through a spring switch, a member of crew must note if facing point signal changes, indicating switch has returned to normal position. Should signal fail to change, arrangements must be made to protect opposing movements.

**104-N.** Dual Control Switches are used at locations specified in timetable special instructions. Train and engine movements over dual control switches are governed by home signals, the most restrictive indication of which is "Stop" (Rule 292).

When authority has been granted and track and time limits secured from train dispatcher, in territory where rules governing movement of trains and engines by block signals are in effect, and when permission has been obtained from operator in other territory to operate a dual control switch by hand, switch may be operated in accordance with detailed instructions in adjacent telephone booth. In the absence of such instructions the following will govern:

Hand-Throw (long lever) is located on the side of the switch mechanism and is so marked. The position of this lever is indicated by the letter "N" on the lever when it is "Normal" and by the letter "R" when it is "Reverse."

The Selector Lever (short lever) is located at the cylinder end of the switch mechanism and is painted red. Normally this lever is set for power operation with the lever in its full upward position. When this lever is moved to its full downward position the power mechanism is disconnected from, and the Hand-Throw Lever connected to, the mechanism.

The procedure to hand-operate the switch will be as follows:

- (a) Unlock both the hand-throw lever and the selector lever.
- (b) Move short selector lever to the full opposite position and place lock in keeper.
- (c) If the position of the switch points does not correspond with that of the hand-throw lever, it will be necessary to throw the hand-throw lever to the opposite position before it will engage and move the switch points.

Move switch points back and forth with the hand-throw lever to make certain that the lever is connected with the switch points, after which the switch should be moved to the position desired and secured by locking the hand-throw lever. After the points have been examined to see that they fit properly, desired movement may be made.

- (d) After movements over switch have been completed, restore switch to position in which originally found; move selector lever to full upward position and lock both the selector lever and hand-throw lever and notify train dispatcher or operator as the case may be.
- (e) Selector lever and hand-throw lever must not be forced. They will move easily when properly meshed, although some manipulation of first one and then the other may be necessary to get them in proper mesh.

The authority granted in accordance with the second paragraph of this rule to operate a dual control switch by hand does not authorize any part of the train or engine to move beyond the authorized track limits, and does not authorize movement over such switch, except on hand signals from member of crew stationed near the switch.

Before making movements over the switch, trainmen must notify engineer when selector lever is in hand-operated position, and engineer will then be governed by hand signals, as block signals indicate "Stop" while selector lever is in hand-operated position.

When selector lever is restored to power-operated position, engineer must be notified and he will then be governed by block signals.

Whenever it becomes necessary to throw switch by hand, the trainman handling switch, unless otherwise directed by the train dispatcher, must remain there until his train has cleared and switch is restored to normal position, since men on rear of train may not be aware that switch cannot be power-operated by train dispatcher or operator as the case may be. When specifically authorized by the train dispatcher, the switch may be left lined for the movement, with selector lever locked in "Hand" position.

**104-P.** The location of electrically locked hand-operated main track switches will be shown in timetable special instructions. Electrically locked hand-operated switches may be locked either from a control station or automatically through track circuits. Switches cannot be

operated until unlocked electrically either from a control station or automatically as the case may be.

In the case of switches locked from a control station, the unlock of the switch must be obtained from the control station. In the case of automatic locking, authority to unlock the switch must be obtained from the control station before the switch is unlocked to enter main track.

Where trains or engines are permitted to use sidings or other tracks to clear the main track, to be met or passed by trains or engines, and the hand-operated switches are equipped with electric switch locks, such tracks may be entered without authority of the train dispatcher or operator, as the case may be, if the locking appliance is unlocked. Trains or engines clearing in such tracks must not again pass beyond the clearance point until the train dispatcher or operator, as the case may be, has been notified of the movement to be made, the unlock obtained, and the switch properly lined for movement to main track.

The switch lock *must not be removed* from electrically locked hand-operated switches or derrails until authority has been obtained to enter main track, and must be replaced after using switch to permit proper operation of block signals.

Where trains or engines are not permitted to use certain tracks to clear the main track, to be met or passed by trains or engines, and the hand-operated switches are equipped with electric switch locks, such tracks may be entered without authority of the train dispatcher or operator, as the case may be, if the locking appliance is unlocked. Trains or engines using these tracks must leave the switch open and/or derail in non-derailing position until the work is completed.

Where unlocking track sections are provided, the portion of the main track immediately ahead of the switch must be occupied by car or engine to obtain unlock.

The required time (when specified on electric lock case) must elapse after removal of the switch lock before unlock can be obtained.

When a switch cannot be unlocked through proper manipulation the train dispatcher should be notified promptly.

105. A train or engine must not be run on any division or subdivision at a speed faster than the maximum speed authorized by timetable special instructions. Speed restrictions shown in timetable or general orders, by speed limit signs or by any other method must be observed.

105-A. Unless otherwise provided, a train or engine using a siding must proceed expecting to find it occupied.

105-B. Unless otherwise provided, trains or engines using a secondary track must proceed at Reduced Speed unless the track upon which the movement is to be made is seen or known to be clear and switches properly lined.

105-C. A train or engine using an industrial track, storage track or any track not otherwise provided for, must move at a speed that will permit stopping short of other movements, obstructions, or switch not properly lined.

105-D. In road service, car(s) should not be handled ahead of engine between stations when it can be avoided. When necessary to so handle, trains and engines will be governed by the provisions of Rule 103 and, in addition, will not exceed the speed indicated in timetable special instructions and will reduce speed further, if necessary, to make the movement with safety.

When passenger trains are running backwards, the speed indicated in timetable special instructions will govern.

105-E. When coupling or switching car(s), or when car(s) are cut off in motion, coupling speeds must be held within safe limits (not to exceed four miles per hour) and proper precautions taken to prevent damage to equipment and lading.

105-F. Where tracks are signaled for movement in one direction only, trains or engines running against the current of traffic must not exceed the speed indicated in timetable special instructions and will not exceed 30 miles per hour over noninterlocked facing point switches.

105-G. In territory where reflector-type switch targets are in use, in case of headlight failure, or no headlight, or engine pushing car(s), trains or engines must approach facing point switches at Restricted Speed.

105-H. Trains or engines must not exceed the speed indicated in timetable special instructions through turnouts at ends of sidings and over crossovers, unless otherwise provided.

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



They shall require assistance from other members of the crew in all things requisite for the safe and prompt movement of their train.

107. Trains must not pass between a passenger train receiving or discharging traffic at a station and the platform at which the traffic is being received or discharged.

The conductor and engineer of a passenger train receiving or discharging traffic across tracks between their train and station platform must see that the traffic is protected against trains running on such tracks. Exception: When the passenger train is a regular train making scheduled stops on its regular assigned track, or when it is known that other trains have been notified of the stopping of the train at the stations where protection would otherwise be required, protection against other trains is not required.

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

The conductor is in direct charge of the train and all persons employed on the train must obey his instructions. Should there be any doubt as to authority or safety of proceeding from any cause, the conductor must consult the engineer and be equally responsible with him for the safety and proper handling of the train.

Conductors and engineers are responsible for the protection of their train. Engineers are jointly responsible with the conductor for the safety of the train, and proper observance of the rules, and, although they are under the direction of the conductor regarding the movement of trains, they will not comply with any instructions which imperil the safety of the train or involve a violation of the rules.

Conductors and engineers of trains and engines being operated with pilots are not relieved of responsibility and must cooperate in handling the train or engine.

Conductors and engineers must see that their subordinates are familiar with their duties, ascertain the extent of their experience and knowledge of the rules, and instruct them, when necessary, in the proper and safe performance of their work.

When the conductor is not present, trainmen must promptly obey the instructions of the engineer relating to the safety and protection of the train.

Other members of the crew, after carefully reading train orders, must keep them in mind and assist in their observance, call attention of conductor or engineer immediately to any apparent

failure to observe train orders, or to clear the time of superior trains, or to comply with rules and instructions.

When safety of trains and observance of rules or train orders are involved, all members of the crew are responsible to the extent of their ability to prevent accident or violation of rules. They will not comply with any instructions which imperil the safety of the train or involve a violation of the rules.

When the conductor or engineer fails to take action to stop the train, and an emergency requires, other members of the crew must take immediate action to stop the train.

109. In event of accident, if communication with the train dispatcher cannot be established, the conductor shall command the services of engines and men of trains of inferior importance. Employees of all departments in the vicinity will, in such emergency, respond promptly to the call of the conductor of the disabled train and render him every assistance.

110. A siding assigned for use by trains of a specified direction must not be used by trains or engines in the opposite direction unless authorized by the superintendent or, in emergency, under flag protection.

111. A secondary track must not be used by trains or engines without permission of the employee in charge of such track, unless otherwise provided in timetable special instructions.

112. Trains or engines using a siding or a secondary track will not be required to protect against following movements on such tracks, unless otherwise specified in timetable special instructions.

113. When there is a possibility of fouling a main track, trains or engines must not take slack on sidings or other tracks adjacent to main track, nor make reverse movement, when a train is passing or about to pass on main track.

114. Sidings must not be blocked unless authorized by the train dispatcher, except in an emergency, in which case the train dispatcher must be notified promptly.

115. Instructions concerning the movement of trains or engines or the condition of track or structures must be in writing, except within yard limits where movements are subject to yardmaster's instructions, and within traffic control territory where instructions may be issued by telephone by train dispatcher.

116. Milepost numbers shall not be used in train orders, general orders or instructions relating to train operation unless the mileage figures on the station page of the timetable conform with the milepost locations on the right-of-way of the portion of the Railway involved.

When milepost numbers are used in train orders, general orders or instructions, they must conform to numbered mileposts in the direction shown on station page of timetable.

120. When a train or engine is switching over a railroad-highway grade crossing not protected by a watchman, or by gates, a member of the crew must protect the crossing in advance of each movement over the crossing.

121. Before shunting or dropping cars over a railroad-highway grade crossing not protected by a watchman, or by gates, a member of the crew must take position at the crossing to afford protection to highway traffic while movement is being made. He will see that all highway traffic has been stopped before signal is given for movement. The same protection must be given by a member of the crew when a standing train or engine obscures the view from highway of an approaching train or engine.

122. When a train or draft of cars is parted to clear a railroad-highway grade crossing, a member of the crew must, when practicable, protect the crossing against trains or engines approaching on adjacent tracks unless crossing is protected by a watchman or by gates, or unless the parted portions are sufficient distance from crossing to clear crossing approach track circuit and to give highway traffic view of approaching train or engine from either direction.

123. Car(s) set off on any track must be clear of street, highway or other crossings at grade, and must be left back from crossing 150 feet when space permits.

Where signs are provided to define the track limits in which car(s) must not be left standing, the instructions on such signs will govern.

124. Railroad-highway automatic grade crossing protection operates to indicate the approach of a train or engine in either direction on main track, and on other tracks when specified in timetable special instructions. Railroad-highway grade crossing devices are so designed that they will cease operation when the train or engine movement entirely clears the crossing and will not be actuated for a reverse movement by that train or engine unless such train or engine passes beyond the limit of the crossing approach track

circuit before returning in the opposite direction. Under this condition a member of the crew must protect the crossing during such reverse movement unless it is seen that the automatic crossing protection is operating.

At railroad-highway grade crossings provided with special cutout circuits to interrupt operation of the automatically controlled crossing protection, the movement must be made as prescribed by Rule 131.

125. At locations shown in timetable special instructions, apparatus is provided to manually interrupt the operation of the railroad-highway automatic grade crossing protection. At such locations no movement will be made over the crossing by the train or engine for which the automatic operation of the crossing protection device was interrupted unless automatic operation of such protection device has again been established or the crossing is protected by a member of the crew.

126. At locations shown in timetable special instructions, apparatus is provided to manually control highway traffic lights and signals for movement of trains or engines over the crossing. At such locations, no train or engine movement may be made over crossing until a member of the crew operates the push-button located in control box adjacent to the crossing to cause traffic lights to stop highway traffic. After highway traffic has stopped clear of the crossing and proceed signal for trains is displayed, train or engine may proceed over the crossing. The push-button must not be released until movement is clear of the crossing.

127. To avoid unnecessary operation of automatic protection devices at railroad-highway crossings, switches must not be left open or unlocked, nor car(s) left standing longer than necessary within operating limits of such protection. Whenever possible, switching should be performed in such manner as to avoid unnecessary operation of crossing protection devices.

128. Where railroad-highway automatic grade crossing protection devices are in service, it will not relieve enginemen from complying with Rules 14 (1) and 30, unless otherwise provided.

129. Trains or engines on sidings, yard or other tracks adjacent to tracks where railroad-highway grade crossings are provided with automatic protection must, unless the automatic crossing protection device is operating, approach such crossings prepared to stop and will proceed over the crossing only when safe to do so.

130. When switching movements are made in the vicinity of a railroad-highway grade crossing provided with automatic protection devices, or when a train, engine or car(s) are standing on the approach track circuit, thereby operating the devices unnecessarily, every effort must be made by trainmen to avoid delay to highway traffic. When it is known that no trains or engines are approaching on other tracks and it is safe for highway vehicles or pedestrians to cross, the trainmen will direct highway traffic over the crossing.

131. At locations shown in timetable special instructions, automatic cutout circuits are provided to interrupt operation of automatically controlled railroad-highway grade crossing protection when trains or engines are delayed on the approach track circuits. A white light, located at the crossing, flashes as an indication to trains or engines on the approach track circuit that the automatic crossing protection device is functioning. When the flashing white light is not operating, it indicates to the train or engine that has been delayed in its movement, or that has stopped on the approach track circuit, that the automatic cutout has functioned to stop operation of the crossing protection device to permit highway traffic to proceed.

Trains or engines delayed on the approach track circuit must stop before proceeding over the crossing unless the flashing white light is operating. If the flashing white light is not operating the stop must be made about 50 feet before reaching the crossing to insure actuating the track circuit indicated by yellow insulated track joints located approximately 70 feet from the crossing. This will start operation of the crossing protection device and, after 20 seconds of operation, the flashing white light will be actuated. Trains or engines may then proceed over the crossing.

In event the flashing white light does not operate after complying with the foregoing instructions, a member of the crew must go to the crossing and ascertain that the highway protection device has been operating for not less than 20 seconds before the train or engine proceeds over the crossing. In case the crossing protection device is not functioning for the train or engine movement, crossing must be protected by a member of the crew, unless a crossing watchman has been assigned.

132. Railroad-highway grade crossings provided with automatic cutout circuits to interrupt automatically controlled protection devices have

yellow insulated track joints, located approximately 70 feet from each side of crossing, defining the limits of that section of the approach track circuit which when shunted causes continuous operation of the crossing protection.

Engines, cars or other equipment which may shunt the track circuit must not be left standing within the limits of the track circuit designated by the yellow track joints.

133. When it is known that the condition of the track or equipment is such that track circuit may not operate properly, movement must not be made without authority of the superintendent.

Employees operating such equipment must stop clear of railroad-highway grade crossings where automatic crossing protection is provided, and must not proceed until crossing is clear for the movement. A member of the crew must protect the crossing in advance of each movement over the crossing.

134. At railroad-highway grade crossings where watchman is on duty, other employees must not give signal for highway traffic to move over crossing.




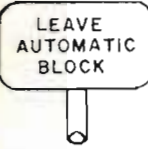


135. Where control equipment is provided to manually operate, control or interrupt the operation of railroad-highway grade crossing protection devices, the control box must be closed and locked immediately after use.

136. Employees must observe the operation of railroad-highway grade crossing protection devices and report promptly to the superintendent any failures to operate properly.


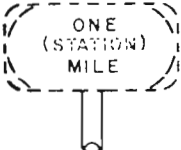

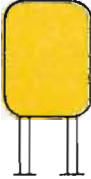

**D-151.** Where two or more main tracks are in service they shall be designated by numbers and their use indicated by special instructions.

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







The following signals will appear where conditions require their use.

Signal	Name	Indication
<p>RULE 160</p> 	Yard Limit Boundary Sign.	Defines the territory governed by Rule 93.
<p>RULE 161</p> 	Road Switching Limit Boundary Sign.	Defines the territory governed by Rule 93-A.
<p>RULE 162</p> 	Entrance Sign—Automatic Block Signal System Territory.	Trains be governed by Automatic Block Signal System Rules.
<p>RULE 163</p> 	Exit Sign—Automatic Block Signal System Territory.	Trains be governed by the rules applicable to the territory being entered.
<p>RULE 164</p> 	Entrance Sign—Traffic Control Territory.	Trains be governed by Traffic Control Rules.
<p>RULE 165</p> 	Exit Sign—Traffic Control Territory.	Trains be governed by the rules applicable to the territory being entered.

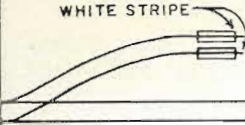



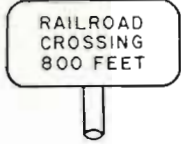

The following signals will appear where conditions require their use.

Signal	Name	Indication
<p>RULE 166</p> 	Stop Sign.	Stop before passing this sign and be governed by rules and/or special instructions.
<p>RULE 167</p> 	Station Sign.	Station Warning Sign.
<p>RULE 168</p> 	Reduce Speed Sign. (For temporary speed restriction.)	Reduce speed as prescribed by Rule 37. Note: Sign equipped to display a yellow light by night.
<p>RULE 169</p> 	Speed Limit Sign. (For temporary speed restriction.)	Do not exceed speed specified by train order or general order or as specified by Rule 37. Note: Sign equipped to display a yellow light by night.
<p>RULE 170</p> 	Resume Speed Sign. (For temporary speed restriction.)	Resume speed when rear of train has passed this sign if other conditions permit. (See Rule 37.) Note: Sign equipped to display a green light by night.






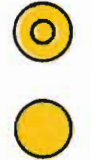
The following signals will appear where conditions require their use.

Signal	Name	Indication
RULE 171 	Permanent Speed Restriction Sign.	Speed restricted to that shown on sign at each location. (See Rule 38.)
RULE 172 	Permanent Resume Speed Sign.	Resume speed when rear of train has passed this sign if other conditions permit. (See Rule 38.)
RULE 173 	Spring Switch Sign.	Location of spring switch.
RULE 174 	Spring Switch Marker Light.	Spring switch in normal position.
RULE 175 	Spring Switch Marker Light.	Stop. Spring switch open or reverse. Further movement may be made after switch points have been examined as prescribed by Rule 104-M.
RULE 176 	Clearance Point Post.	Clearance point for adjacent track. (See Rule 26-G.)

The following signals will appear where conditions require their use.

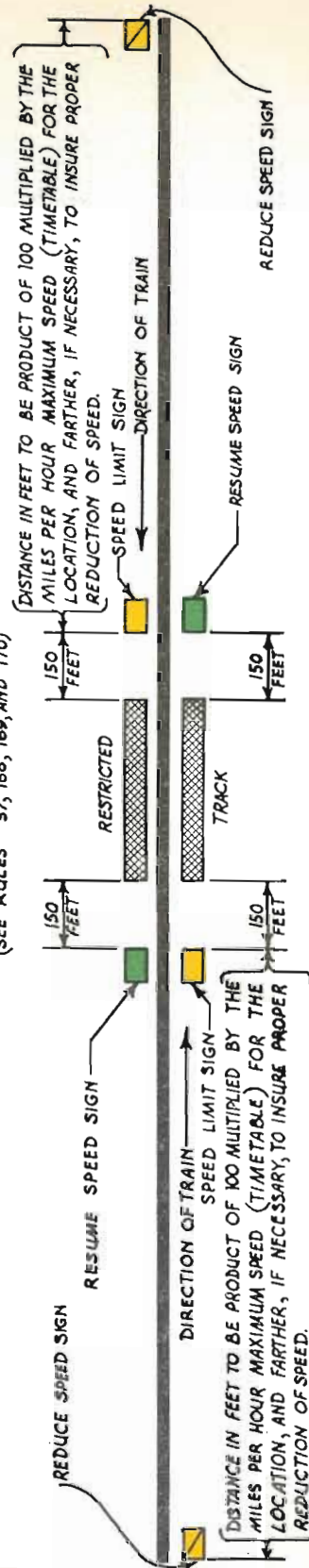
Signal	Name	Indication
RULE 177 	Clearance Point Stripe.	Clearance point for adjacent track. (See Rule 26-G.)
RULE 178 	Permanent Whistle Sign.	Sound whistle as prescribed by Rules 14 (1) and 31.
RULE 179 	Portable Whistle Sign. (Displayed by maintenance employees.)	Sound whistle as prescribed by Rules 14 (1) and 31.
RULE 180 	Camp Car Sign.	Camp Cars. Be governed by Rule 26-D.
RULE 181 	Grade Crossing Sign.	Distance to railroad grade crossing.
RULE 182 	Drawbridge Warning Sign.	Distance to drawbridge.

The following signals will appear where conditions require their use.

Signal	Name	Indication
<p>RULE 183</p> 	Main Track Switch. (Where lamps and/or targets are used.)	Switch set for diverging route.
<p>RULE 184</p> 	Main Track Switch. (Where lamps and/or targets are used.)	Switch set for Main Track.
<p>RULE 185</p> 	Yard or Side Track Switch. (Where lamps and/or targets are used.)	Switch set for diverging route.
<p>RULE 186</p> 	Yard or Side Track Switch. (Where lamps and/or targets are used.)	Switch set for lead or straight track.
<p>RULE 187</p> 	Derail. (Where lamps and/or targets are used.)	Derailing position.
<p>RULE 188</p> 	Derail. (Where lamps and/or targets are used.)	Nonderailing position.

### TEMPORARY SPEED RESTRICTION CHART

(SEE RULES 37, 168, 169, AND 170)



**Reduce Speed Sign:** Yellow signal (Rule 168) by day equipped to display a yellow light by night, placed to the right of track in direction of movement, distance in feet to be the product of 100 multiplied by the miles per hour maximum speed shown in timetable special instructions for the location, and farther, if necessary (to insure proper reduction of speed), from structure or track over which a temporary speed restriction has been placed by train order or general order.

**Speed Limit Sign:** Yellow signal (Rule 169) by day equipped to display a yellow light by night, placed to the right of the track in direction of movement, approximately 150 feet in advance of the beginning of the speed restriction. Trains must not exceed the speed specified by train order or general order or 15 miles per hour if no different speed is specified while passing over the restricted area.

**Resume Speed Sign:** Green signal (Rule 170) by day equipped to display a green light by night, placed to the right of track in direction of movement, within 150 feet beyond the point where the restricted track ends. Rear of train must pass this point before speed is resumed.

In territory where two or more tracks are affected, the temporary Reduce Speed, Speed Limit and Resume Speed signs will be displayed on each track the same as if it were single track.

## RULES FOR MOVEMENT BY TRAIN ORDERS

201. For movements not provided for by timetable, unless otherwise provided, train orders will be issued by authority, and over the signature, of the superintendent and will contain only such information or instructions essential to such movements.

They must be brief and clear, in the manner prescribed under "Forms Of Train Orders" when applicable, and without erasure, alteration, interlineation or punctuation.

Words and figures in train orders must not be surrounded by parentheses, brackets, circles or other characters.

Except where Traffic Control Rules (551-586) are in effect, train orders must be issued to cover the meeting of regular trains at scheduled meeting points.

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

203. Train orders, except Form X orders, must be numbered consecutively each day, beginning at midnight. Duplicate numbers of the same date must not be used over the signature of the same superintendent.

Form X orders will be numbered consecutively, beginning with 501 (or 601, etc.), and continuing, regardless of date issued, to and including 599 (or 699, etc.). Same order of numbering will then be repeated, beginning with 501 (or 601, etc.).

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 engineer, thus: "C & E" and also to anyone who acts as its pilot, thus: "C & E and Pilot." A copy for each employee addressed, for the engineer of each helping engine and for the flagman must be supplied by the operator. One additional copy of all train orders and Clearance Form A's will be delivered to the engineer and also to the flagman. When more than one engine is in service, two copies will be furnished engineer on each engine.

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

The engineer of each engine taken on at a place where no train orders are delivered to the train must be informed by the conductor or train engineer of all train orders, previously received, affecting the train in the territory covered by the additional engine.

Note: When so indicated by special instructions in the timetable, a copy of train orders for the engineer of each helping engine on the rear of the train need not be supplied.

205. Each train order must be written in full in a book provided for the purpose at the office of the superintendent. With it must also be recorded the names of those who have signed for the order; the time and the signals which show when and from what offices 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.

Additions to train orders must not be made after they have been repeated.

206. In train orders and clearances, regular trains will be designated by the schedule number and the engine number, thus: No 1 Eng 197. Extras will be designated by engine number and the direction, thus: Extra 304, East or West. Work Extras will be designated by engine number, thus: Work Extra 176.

When an engine of another company is used, the initials of that company must precede the engine number, thus: Extra B & O 6701, East or West.

When two or more engines are coupled and a designation is made by engine numbers, the number of the leading engine will be used in train orders.

The identifying numbers on the operating control unit of multiple unit engines must be lighted and the identifying numbers on the non-operating control units must be extinguished while in road service.

206-A. In transmitting and repeating train orders by telephone, the numbers of trains, engines, orders and other numerals, and time, must be pronounced as whole numbers, and then each figure pronounced separately, thus: Two hundred and eight, 2-0-8; Thirty-five forty-seven, 3-5-4-7; Seven fifty-five, 7-5-5. Where the number is but one figure it must be pronounced, then spelled, thus: One, O-n-e. The names of stations and directions of extras must be plainly pronounced, then spelled, letter by letter, thus: Aurora, A-u-r-o-r-a; East, E-a-s-t.

Note: When means of communication is not clear and distinct or when in the judgment of the train dispatcher it is necessary, numerals will be pronounced as whole numbers and then spelled separately, thus: Two hundred and eight, T-w-o n-a-u-g-h-t e-i-g-h-t.

The letters spelling out names of stations, and letters or figures spelling out numerals and time

will not be written in the order book nor in train orders.

Even hours as "10 00 AM" must not be used in stating time in train orders.

206-B. When transmitting train orders by telephone, the train dispatcher must write the order as he transmits it and underscore every word and figure each time as it is repeated.

When engine numbers are used in the address of train orders, they must be specified as follows:

C & E Eng (for engines)  
C & E R C Eng (for rail motor cars)

Train orders issued for the movement of a track car in accordance with Rule 40 must be addressed to Pilot T C.

206-C. A train order may be transmitted to conductor or engineer, in which case such employee copying order will be governed by rules applicable to operators governing repetition and completion of train orders.

If a restricting order is sent in this manner, signature of engineer of train restricted must be received by train dispatcher before "Complete" is given to order for the other train.

206-D. To relay a train order by telephone, it must be transmitted in the usual manner to the relaying office. The operator at the relaying office must transmit the order to destination.

The employee receiving the order at destination must repeat the order to the operator, at the relaying office, who must underscore on his copy each word and figure as repeated. He must then repeat the order to the train dispatcher, by whom "Complete" will be given to the relaying operator, who will transmit it to destination.

If the order is also addressed to a superior train at the relaying office, the "X" response must be given before it is transmitted to the inferior train.

206-E. Before transmitting an order to a conductor, engineer or pilot over a telephone circuit, the employee who is about to receive the order must give his name, train identification, and location. Train orders transmitted in this manner must not be given to or received by employees other than the conductor, engineer or pilot of the train addressed.

The "X" response must not be used when handling train orders direct with the conductor, engineer or pilot.

The operator will show on his office copy of the train order the name of the employee to whom delivered by telephone and the time.

A copy of the train order, bearing the name of the employee who receives and repeats it, must be promptly mailed by him to the superintendent.

207. To transmit a train order, the proper signal "31" or "19" followed by the direction must be given to each office addressed, stating the number of copies, 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 addressees must be in the order of superiority of trains, each office taking its proper address and, when practicable, must include the operator at the meeting or waiting point, when only one waiting point is specified.

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

A train order restricting the movement of a train must not be issued for it at the station where such movement is restricted if it can be avoided. If necessary to place such an order at a train-order office located beyond the clearance point, or where leaving time applies, operator must give additional Stop signals with red flag or fusee to the restricted train. When so sent for delivery to a train at other than its initial station or a station within interlocking limits, the following must be added to the order:

Order to..... At.....

A train advanced to a station where the opposing train receives the order at the meeting or waiting point must approach that station expecting to find the train receiving the order on the main track and, where conditions require, the train advanced must protect against the opposing train as prescribed by Rule 99.

209. Operators receiving train orders must write them in manifold during transmission, placing superintendent's signature (initials) directly under the last word of the order. Operators must retain a copy of each train order.

Train orders may be typewritten. If typewritten, CAPITAL LETTERS must be used. Type must be kept clean in order to obtain a clear impression. The word "Complete", the time, and the signature of the operator must be in his handwriting.

If the requisite number of copies cannot be made at one writing, operators must make others



from the original copy and repeat to the train dispatcher from the new copies each time additional copies are made. The name of the original receiving operator will be shown with the initials of the operator who recopies the order. Operator must file the copy from which he made copies, together with one of the new copies, showing thereon date and time made. Train dispatcher must place notation in train-order book of the repetition, but the original date of issue and time complete will not be changed.

When an error made in transmitting or copying a train order is discovered before it has been repeated or "X" response sent, all copies must be immediately destroyed, the order marked "void" in train-order book and, if reissued, given another number.

If an order in which an error has been made has been repeated or "X" response sent, that order must be annulled by train order, Form L.

When train orders are annulled on other than the date of issue, the date as well as the number of the order annulled must be designated in the annulment order.

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, then write the time of repetition on the correctly repeated order. Each operator receiving the order must observe whether the others repeat correctly, immediately informing train dispatcher if incorrectly repeated.

The conductor or engineer and others addressed must read the order to the operator and then sign it, and the operator will send their 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 write in the space provided the word "Complete", and the time, then deliver a copy to each person addressed. Exception: When the order is signed by the conductor, he must personally deliver a copy of it to each engineer of engines on the head end of the train; the engineer will then read the order to the conductor before proceeding.

Engineers of helping engines coupled within or on the rear of the train will not be required to sign for orders.

210-A. 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 must observe whether the others repeat correctly unless relieved of this duty by the train dispatcher. After the order has been repeated correctly by an operator, the response "Complete", the time, and the initials of the superintendent will be given by the train dispatcher. The operator receiving this response will write in the space provided the word "Complete", the time and his signature, then deliver or place on delivery post, a copy for each employee as prescribed by Rule 204. When delivery to an engineer cannot be made in the vicinity of the office, the order will be delivered by a member of the crew.

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 in accordance with the provisions in Rule 208.

210-B. When a train order is delivered to any member of the train or engine crew, the employee making delivery must not orally inform the person to whom delivered the contents thereof, nor read the order to him. Trainmen and enginemen will not request such information.

211. Before clearing a train for which there are orders, operator must carefully read the address of each order held, fill out the Clearance Form A, showing thereon without erasure or alteration the total number of train orders and the number of each train order addressed to the train, or in care of the conductor or engineer of the train. He must then transmit the address and order numbers from Clearance Form A to the train dispatcher, who must check the correctness thereof against his record in train-order book and, if correct, give the "OK" and time, and make proper record thereof in the train-order book; the operator, after entering this information on Clearance Form A, may make delivery.

If all orders held for a train have been completed, and communication fails before Clearance Form A has been OK'd by train dispatcher, operator may deliver such orders accompanied by Clearance Form A bearing notation "Wire failure" in the space provided for train dispatcher's OK. Time of issuance must follow operator's name. If no orders for delivery, and OK'd Clearance Form A is required by the rules, the operator may clear the train as prescribed in this paragraph. Such Clearance Form A must be accepted and acted upon as though OK had been given in the usual manner. When communication has been restored, operator will notify train dispatcher the time and order numbers for each train so cleared, which train dispatcher will record in train-order book.

When Clearance Form A is issued and there are no orders, the train dispatcher will record the office call, the train, the time, and the operator's initials in the train-order book with the notation "No orders."

**211-A.** Clearance Form A must be delivered together with all train orders to each person addressed, except as prescribed in Rule 217. Clearance Form A may be handwritten or typewritten. If typewritten, CAPITAL LETTERS must be used. The date of issuance and the time must be shown in the proper spaces.

Clearance Form A must not be issued without authority of the train dispatcher, except when communication fails. Operators will retain a copy of each Clearance Form A.

**211-B.** When a restricting order is issued to a train after Clearance Form A has been delivered, all copies of such Clearance Form A held by engineers and conductor must be returned to the operator and be destroyed before new Clearance Form A and the restricting order are delivered to either engineers or conductor. Previously delivered train orders addressed to the train at that station must not be returned to the operator.

When an order that does not restrict a train is issued after Clearance Form A has been delivered, if it is not practicable to take up Clearance Form A, the train dispatcher may authorize the operator to issue a second Clearance Form A upon which the operator must write the word "Second" preceding the word "Clearance" on the top margin. All orders for delivery to the train at that station must be shown on second Clearance Form A.

**211-C.** Copies of Clearance Form A will be made for each employee designated in Rule 204. Train order numbers will be listed in sequence on Clearance Form A from the lowest to the highest, left to right, starting on the first line and completely filling the blanks before starting on the line below.

Operators must keep copies of train orders, Clearance Form A's and messages on file for the prescribed period.

**212.** When so directed by the train dispatcher, a train order, having been transmitted, may be acknowledged by operator as a holding order until repeated, by responding: "Train Order Number . . . . . to Train Number . . . . ., X" with the operator's initials and office call. The operator must then write or type, in the space provided 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, it must be completed at once, but when the "X" response is sent, and until it has been completed, the order must be treated as a holding order for the train or trains addressed, and 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 is of no effect, and must be therefore treated as if it had not been sent.

**215.** Conductors, engineers, and all other members of the crew must read train orders and Clearance Form A, check the correctness thereof, see that the orders and Clearance Form A are addressed to their train, and ascertain that the order numbers shown on Clearance Form A correspond with the numbers of the orders received.

Engineers must show train orders and Clearance Form A's to other members of the crew on the engine, using the extra copy furnished engineers for this purpose. Conductors, when practicable, will show train orders and Clearance Form A's to trainmen, except rear trainmen, who must be provided with a copy.

Members of the crew must, when practicable check with each other, and have a definite and proper understanding of the requirements of train orders, Clearance Form A's and messages. If necessary, such employees must ask for train orders, Clearance Form A's and messages.

Any misunderstanding of a train order must be immediately corrected, even if necessary to annul such order and issue another.

**215-A.** When necessary to issue a train order to a work extra restricting its rights as a work extra, the operator must, before repeating the order, secure the signatures of both the conductor and engineer of the work extra on the order. After the signatures are secured, the order will be repeated and the signatures transmitted to train dispatcher, who will give "Complete".

**216.** When an order is to be issued and delivered to a train by the train dispatcher, a carbon impression must be made in the train-order book at the time the order is written. If later the order is to be sent to another office, it will be transmitted from the copy in the book. The requirements for delivery are the same as at other offices.

217. A train order to be sent 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 & E ..... at ..... care of ....." and forwarded and delivered by the employee in whose care it is addressed. When sent in care of the conductor or engineer of a train, the number of the order must be shown in the usual manner on Clearance Form A for the train making delivery, the same as if addressed to it. Copies of the order must be provided for conductor and engineer of the train addressed.

For orders which are sent in the manner herein provided, to a train the superiority of which is thereby restricted, Form "31" will be used and the operator will be directed to make an extra copy of the order, which he will deliver to the person who is to make delivery of the order. On this copy, the person delivering the order must secure the signatures of the conductor and engineer addressed. This copy he must deliver to the first operator accessible, who must at once transmit the signatures of the conductor and engineer to the train dispatcher, and preserve the copy. Under such circumstances, "Complete" must not be given to the order for an inferior train until the train dispatcher has received the signatures of the conductor and engineer of the superior train.

When Form "31" is used, "Complete" will be given upon the signature of the person by whom the order is delivered.

219. An operator must not repeat or give the "X" response to a train order restricting the movement of a train which has been cleared, or a train the engine of which has passed his train-order signal, until he has obtained the signatures of the conductor and engineer to the order, or both the conductor and engineer are in the presence of the operator and any previous Clearance Form A delivered to that train at that station has been destroyed.

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 is annulled.

When a conductor or engineer, or both, are relieved before the completion of a trip, all train orders and instructions held must be personally delivered to the relieving conductor or engineer,

with necessary information regarding trains met or that have passed. Relieving conductor or engineer must compare such orders and instructions with his engineer or conductor before proceeding.

220-A. Train orders relating to track conditions, unless annulled, must be respected by conductor and engineer on all trips made during the tour of duty on which such orders are received.

221. Unless otherwise provided, a fixed signal will be used at each train-order office, except at those where all trains are required to obtain Clearance Form A, which shall indicate "Stop Train-Order Signal" (Rule 230) where there is an operator on duty, except when changed to "Proceed Train-Order Signal" (Rule 232) in view of the approaching train, to allow a train to pass when there are no train orders for any train in that direction, or changed to "Approach Train-Order Signal" (Rule 231) when there are "19" orders to be delivered without stopping the train. Until the orders have been delivered or annulled, the signal must not be changed to "Proceed Train-Order Signal" for a train moving in that direction.

While "Stop Train-Order Signal" or "Approach Train-Order Signal" is indicated, trains must not leave without Clearance Form A.

221-A. Unless otherwise provided, a fixed signal will be used at each train-order office, except at those where all trains are required to obtain Clearance Form A, which shall indicate "Stop Train-Order Signal" (Rule 230) when spacing trains or when trains are to be stopped for train orders, or "Approach Train-Order Signal" (Rule 231) when there are "19" orders to be delivered without stopping the train.

When there are no train orders for any train in that direction, the signal will indicate "Proceed Train-Order Signal" (Rule 232).

When an operator receives the signal "31", or "19", followed by the direction, he must immediately display the proper signal and then reply: "Signal displayed '31'", or "Signal displayed '19'", adding the direction, and until the orders have been delivered or annulled, the signal must not be restored to "Proceed Train-Order Signal" for trains moving in that direction.

While "Stop Train-Order Signal" or "Approach Train-Order Signal" is indicated, trains must not leave without Clearance Form A.

Should the train-order signal fail to work properly, red flags, lamps, fuses and torpedoes must be used if necessary.

Note: This rule will apply only on portions of the Railway so specified in timetable special instructions.

221-B. When a slow order to be delivered to a train covers a portion of track within a distance of three miles beyond the train-order office, the operator must stop the train before delivering the order, unless otherwise provided.

"Approach Train-Order Signal" indication (Rule 231) must not be displayed if the order requires the train to stop at that station; in such case, "Stop Train-Order Signal" (Rule 230) must be displayed.

221-C. Indications of train-order signals apply only to main track, and trains passing the signal while on sidings or other tracks must receive Clearance Form A before entering and proceeding on main track, unless otherwise provided in timetable special instructions.

On two or more main tracks the train-order signal governs trains moving with the current of traffic. Trains moving against the current of traffic must receive Clearance Form A at each open train-order office.

221-D. When a train-order office which is provided with a fixed signal is closed for specified periods indicated in timetable special instructions, the lights of the signals will be extinguished, arms of semaphore-type fastened in "Proceed Train-Order Signal" position and/or flags, if used, removed.

When a train-order office is open at an irregular hour and trains have not been notified by train order, operators must use red flags, red lights, fuseses and torpedoes, in addition to fixed signals where they are provided, to stop trains.

Except as provided in Rule 27, if a fixed signal is not displayed at an open train-order office at night, trains which have not been notified must stop and ascertain the cause and report the facts to the superintendent from next available point of communication.

222. Operators must promptly record and report to the train dispatcher the time of arrival and the time of departure of all trains, and the direction of extra trains and such other information as directed.

They must observe and record the engine number of each regular train and, when reporting it, give the engine number in addition to the train number.

Unless some form of block signal system is used, they must not allow trains to follow each other except in accordance with Rules 91 and 91-A.

223. The following signals and abbreviations may be used:

Initials for signature of the superintendent.

Such office designations and other signals as are authorized by the superintendent.

C & E—conductor and engineer.

Condr—conductor.

Dispr—train dispatcher.

Div—division.

Eng—engine.

Engr—engineer.

Frt—freight.

Jct—junction.

MPH—miles per hour.

Mins—minutes.

No—number.

OK—correct.

Psgr—passenger.

R C Eng—for rail motorcar.

Subdiv—subdivision.

Supt—superintendent.

T C—track car.

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

For the names of the months, except May, June and July, which must not be abbreviated: Jan, Feb, Mar, Apr, Aug, Sept, Oct, Nov, and Dec.

The words "Extra", "North", "East", "South" or "West", must not be abbreviated in train orders or messages.

The authorized abbreviations for stations.

224. Where delivery posts are not provided and orders are to be delivered by operator, speed of train must not exceed 30 miles per hour passing the office. Delivery of orders or Clearance Form A by operator while train is moving, or from delivery post, will indicate that the orders do not restrict the train at that station.

If engineer, conductor or flagman fails to receive the orders, the train must be stopped and not proceed without orders and/or Clearance Form A.

225. Operators in relieving each other must make a transfer, on prescribed form, of undelivered train orders and undelivered messages addressed to, or in care of, trains; also show on the transfer, except at train register stations where all trains register, the number of all overdue trains and whether trains then in the yard or at stations have or have not been cleared.

