'CONDUCTOR'S GUIDE TO ADMINISTRATION'

The purpose of this guide is to familiarize you with the required conductor's administrative forms and related procedures of the Western Pacific and its subsidiary lines. Included are various reference tables to assist you in preparation of the forms.

Effective use of the guide must include maintaining its contents with the latest updates, which will be issued to you along with an updated insert sheet entitled "Changes in Effect".

For more detailed instructions, please consult the corresponding Yellow Notices referenced herein.

Office of General Manager Operations Planning

CHANGES IN EFFECT

1. 10 May 1982 - None

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BILL OF LADING

Three Part Form Consisting Of:

- a. (1st Copy) Original Bill of Lading
- *b. (2nd Copy) Shipping Order
 - c. (3rd Copy) Memorandum

*NOTE: The Shipping Order is the Carriers copy for goods received.

The Bill of Lading Is Signed By:

- Railroad Carrier Representative
- b. Shipper of the Goods

The Shipping Order Will Be Given To:

- a. Station Supervisor who will delegate an employee to type the Waybill from information shown on the Shipping Order at the origin terminal.
- b. Station Supervisor who will delegate an employee to FAX the Shipping Order to the San Francisco Bill Center so that a Waybill can be prepared.

Rail Cars Moving On Trains With Shipping Order Document:

Cars moving on trains with Shipping Order document will be indicated on the Train Consist with (&&) two ampersands until the Movement Waybill Document replaces it for Train Movement. Special Form "T" will be attached to Bill of Lading indicating car moving on a Bill of Lading to be matched with Waybill.

READING A SHIPPING ORDER

1. Special Service Pasters:

Permanent post-office address of shipper.

This space on the Bill of Lading is reserved for stapled tags which point out special handling instructions:

(Examples) (a) Weight

- (b) Stop Off
- (c) Heater Service

2. Car Initial And Number:

The Car Initial and Number on the Bill of Lading must be the same as those stenciled on the car which contains the shipment described on the Shipping Order. Separation of a Shipping Order from the rail car can cause:

- (a) Additional Per Diem payments
- (b) Delay of Goods to Railroad customers
- (c) Unnecessary Freight Claim Charges

3. Goods Received At:

Indicates the Origin City and State where the car was loaded.

4. From:

The Shipper offering the shipment for rail transportation.

5. Consigned To:

The name and address of the individual or company receiving the shipment at a stop off point or final destination.

NOTE: The Shipper may show the stop off or final destination also in the area marked "Description of Articles, Special Marks, and Exceptions" on the Shipping Order.

6. Route:

Indicates, in order, the railroads and the cities at the interchange points where the rail car will travel.

7. Delivering Carrier:

Indicate the final Railroad Carrier to deliver the car to the Consignee.

8. Description of Articles, Special Marks, And Exceptions:

This area on the Shipping Order will indicate:

- (a) Number of packages or articles
- (b) Commodity Description
- (c) Weight of Articles
- (d) Stop-Off Information
- (e) Final Destination Information
- (f) Special Instructions

9. Shipper:

Name of Shipper who issued the Bill of Lading.

10. Agents Signature:

Railroad Receiving lading from shipper indicating time, date and signature.

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This is an example of a prepared Bill of Lading, including endorsement stamps and Waybill number applied by terminal clerical forces after receipt from shipper.

(But the is Connection with Uniform Despects: Shought 85 of Labour, Adopted for Current in Official, Sentents, Windows and Blanck Countrication Territories, No. 8 15, 1922, as accorded languard 1, 1929, and James 15, 1981.)

THIS SHIPPING ORDER

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				Shipper's No
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THIS SHIPPING ORDER

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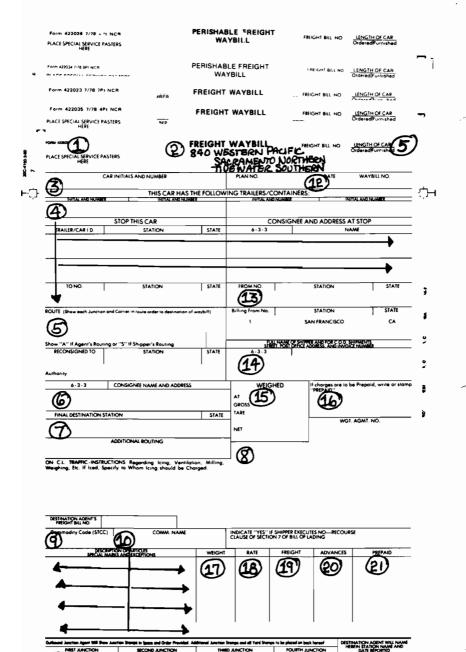
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| The Die is Considered with Deleter Street SI of Lading, aboved by Centers in Official, Sections, Washers, Washers and Thirds Conference, March 15, 1922, as assessed despired 1, 1838, and Jane 15, 1843.)

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	(Signature of Consignor.)
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	charges on the property of scribed horson.
	Agent or Cashier
	- Per
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This is an example of a shipper prepared Bill of Lading without endorsement stamps and Waybill number, similar to a Bill of Lading which could be signed for by a conductor at a non-agency station. Such a bill would be brought to the next responsible reporting station for Waybill preparation or transmittal to the Bill Center.



THIRD JUNCTION

SECOND JUNCTION

FREIGHT WAYBILL

I. The Purpose Of A Freight Waybill:

The Freight Waybill, more commonly referred to as the Waybill is the Authority Movement Document and contains directions for movement of a rail car from one point to another.

II. Preparation Of The Waybill:

The Authority Of Movement is given to the railroad when the Shipper requests the railroad to sign the Bill of Lading. The Shipping Order Copy is retained by the railroad and the information shown on the Shipping Order is typed on a Freight Waybill for movement of the rail car.

III. Movement Waybill ("Wheel Bill"):

The Movement Waybill known also as a "Wheel Bill" moves with the rail car from point of origin to destination and may carry freight charges on the document that are divided by each rail carrier that handled the rail car.

READING A WAYBILL

1. Special Service Pasters:

This space on the Waybill is reserved for paste-on stickers, stamps, or stapled tags which point out special handling instructions:

Examples: (a) Weight

- (b) Stop Off
- (c) Heater Service
- (d) Dangerous (or other Hazmat stamps)

2. Railroad Accounting Code Number:

This is Code Number assigned to a railroad by the Interstate Commerce Commission for accounting purposes and is shown on the Freight Bill before and after the Railroad name.

3. Car Initial And Number:

The car initials and numbers on the Waybill must be the same as those stenciled on the car which contains the shipment described on the Waybill. Separation of a Waybill from the rail car can cause:

- (a) Additional Per Diem payment
- (b) Delay of Goods to Railroad customers
- (c) Unnecessary Freight Claim Charges

4. Stop Off:

Sometimes a shipment is stopped for partial unloading or to complete loading before reaching the final destination. A car that has completed a stop will have the Stop Off information lined through the Waybill indicating that the Stop is accomplished.

5. Route:

Indicates, in order, the Railroads and the cities at the interchange points where the rail car will travel.

6. Consignee:

The name and address of the individual or company receiving the shipment.

7. Final Destination:

The last point to which a rail car is waybilled.

8. Special Instructions:

This space will show special services:

- (a) Standard refrigeration
- (b) Special equipped car

9. (STCC) Standard Transportation Commodity Code:

The STCC code contains seven characters and is used to numerically identify the contents of the rail car. These numbers are derived from the STCC book prepared and distributed by the Interstate Commerce Commission.

10. Commodity:

Description of the article or lading loaded in the rail car.

11. Junction Stamps:

A junction is a location where two or more railroads connect. At these locations a rubber stamp is used to show on the Waybill the junction point, time and date the interchange of the rail car was made.

12. Waybill Date And Number:

The Waybill date is the date the Waybill was made. Stations are assigned Waybill series numbers that are applied to Waybills in numerical order.

13. Point of Origin:

This is the location where the car is loaded.

14. Shipper:

The Shipper is the name of the company or person offering the shipment for rail transportation.

15. Location Car Was Weighed, Need To Be Weighed:

Railroads use weights when computing the amount to charge for hauling a commodity. In some instances, rail cars are weighed on railroad scales. When weighed by the railroad, the location, gross, tare and net weights will be shown on the Scale Ticket.

16. Prepaid Shipment:

If the Bill of Lading was issued with the endorsement "To Be Prepaid", the block designated on the Waybill should be endorsed "PREPAID".

17. Weights:

Weights shown in the weight column indicate the net weight of the commodity in the rail car.

18. Rate:

The rate is the amount, per unit, charged by railroads to customers for transporting shipments. The rate is a published tariff item.

19. Freight:

This column of a Waybill shows the amount of money a railroad receives for transporting a commodity.

20. Advances:

The amount of freight or other charges for services provided on a shipment advanced by one transportation line to another to be collected from the Consignee.

21. Prepaid:

Indicates amount of money prepaid by the shipper, if any.

SEE YELLOW NOTICE 11-8

9 1 - 2

DESTINATION AGENT'S Commodity Code (STCC) 20 995 11 INDICATE "YES" IF SHIPPER EXECUTES NO —RECOURSE CLAUSE OF SECTION 7 OF BILL OF LADING CNDGDS DESCRIPTION OF ARTICLES SPECIAL MARKS AND EXCEPTIONS ADVANCES PREPAID 2,000 CS. CANNED GOODS 105176 5.350 5626,92 ORDER# 6203 WDN.PLTS.2,148#(FREE) FBR.PDS.SEP. 59#(FREE) TOTAL 5626.92 105176 840-WESTERN PACIFIC RAILROAD-840 Outbound Junction Agent Will Show Junction Stamps in Space and Order Provided. Addit DESTINATION AGENT WILL NAME HEREIN STATION NAME AND SECOND JUNCTION FOURTH JUNCTION ORIGINAL

This is an example of a Bill Center prepared Waybill which is transmitted to a dedicated waybill printer for matchup with the freight car.

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GOVERNMENT BILL OF LADING

Exception to SF 1103, PRESCRIBED BY GSA, FPMR (41 CFR) 101-41.3

Government Bill of Lading is issued to the railroad partially completed by the patron for transportation of government commodities on a collect basis. The following items on the Bill of Lading are completed by a railroad employee:

- 1. Waybill Date Issued
- 2. Waybill Number
- 3. Destination City and State
- 4. Route
- 5. STCC (Commodity Code)
- 6. Freight Rate
- 7. Freight Amount

- 8. Advances
- 9. Weight Information

After completion by the railroad of the Bill of Lading, a part of the Bill Of Lading becomes the Movement Waybill that is in the possession of a conductor from origin to destination.

1 - 3

MEMO WAYBILL

This is an example of an Empty-Memo Waybill, prepared by field clerical forces to accompany empty returning private line and foreign empty special equipped cars with railroad reporting marks.

FORM 422022 NACE SPECIAL SERVICE PA		FREIGHT	WAYBILL.	Fee	IGHT BILL NO	LENGTH OF CAR Ordered Furnished
	CAR INITIALS AND NUMBER		PLAN NO	4	DATE -27-82	WAYBILL NO.
HATIAL AND NOTICE	THIS CAR HAS T	HE FOLLOW	ING TRAILERS/C	ONTAINERS	:	BIOA AND NOW I
	STOP THIS CAR	$\overline{}$		ONSIGNEE A	ND ADDRESS	
TRAILER/CAR I.D.	STATION	STATE	6-3-3			AME
10 NO	STATION	STATE	FROM NO.		STATION	STATE
	MAPLETON	IL	7	OAKLAN		CA
OUTE (Show each Junction	n and Carrier in route order to destination of	waybili)	Billing From No.	1	STATION	STATE
			1	٠		
WP DRGW A	TSF LOMAX TPW		7	OAKLAN	_	CA
how "A" If Agent's Rout RECONSIGNED TO	ling or "S" If Shipper's Routing	STATE	6:3:3		EB AND FOR COD ODDRESS, AND INVO	SHIPMENTS ICE NUMBER
		5	SHEREXCH	ECO SH	EREX CHE	ICAL COMPANY
uthority						
6-3-3	CONSIGNEE NAME AND ADDRESS		WEIG	HED	If charges are to	be Prepaid, write or stamp
SHEREXCHECO	SHEREX CHEMICAL		AT	HED	If charges are to "PREPAID"	be Prepaid, write or stamp
SHEREXCHECO	SHEREX CHEMICAL (_	HED	"PREPAID"	
SHEREXCHECO ROUTE 24 M	SHEREX CHEMICAL (APLETON ILL. 6154'	7 STATE	AT GROSS	HED	"PREPAID"	be Prepaid, write or stamp
SHEREXCHECO ROUTE 24 M	SHEREX CHEMICAL (APLETON ILL. 6154'	7	AT GROSS TARE	HED	"PREPAID"	
SHEREXCHECO ROUTE 24 M FINAL DESTINATION S	SHEREX CHEMICAL (APLETON ILL. 6154'	7 STATE	AT GROSS TARE	HED	"PREPAID"	
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SHEREXCHECO ROUTE 24 M FINAL DESTINATION: MAPLETON ON CL. TRAFFIC INSTE	SHEREX CHEMICAL (APLETON IIL. 6154) TATION ADDITIONAL BOUTING ADDITIONAL BOUTING long. Venticing should be Ch. AD TO CONSIGNEE	STATE IL	AT GROSS TARE		WG	T AGMT NO
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SHEREXCHECO ROUTE 24 M FINAL DESTINATION: MAPLETON MAPLETON ON CL TRAFFIC INSTE Weighing, Etc. If lead, S TRIP LEASE OSSTRATION AGAIN'S PRIGHT SALL NO Commodity Code (STC) ONE EMPTY T REVERSE ROU LAST CONTAIL ACIDS OF VE	SHEREX CHEMICAL (APLETON IIL. 6154) TATION ADDITIONAL BOUTING ADDITIONAL BOUTING LUCTIONS Regarding Iring, Ventilations of the Communication of the Commu	STATE IL Hon, Milling, organ	AT GROSS TARE NET INDICATE YES INCLUDE OF SECTION	SHIPPER EXECUTION OF BILL OF THE FREIGHT	WG WG ADVANCES	T AGMT NO

EMPTY FREIGHT CAR INVENTORY

WP 61036

TRANSACTIONS:	
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Page 20 - 1 92	
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Prepared at 92	

Solar	Salt
STENSE.	
MOTORTOCHE CMH	STATUS CODE
E 83	CONDITION SUMMARY CODE
ENT. / NO.	MENT REFERENCE
The state of the s	
897	4/2/82 8589
	19.0

EMPTY FREIGHT CAR INVENTORY CARD (Form 434012)

This form usually is prepared to accompany system empties, both plain and equipped car types, to on-line destinations.

It is also used to accompany empty foreign ownership **plain** equipment moving under car service rules one or two, or SCO 90/100, to the appropriate junction for delivery to one of our connecting railroads.

It should include, as shown in example, at least the car initial and number, car kind code, destination station (SSI), date prepared and authorization/order number. It may also include patron name, initials of inspector, and yard preparing it.

15 I - 5

W.P. RR S.N. RY T.S. RY

FREIGHT CAR CLASSIFICATION

W.P. RR - S.N. RY - T.S. RY FREIGHT CAR CLASSIFICATION 200 (For Box-RB-RBL Cars) SSI NUMBER 28,82 LT. WEIGHT (00's lb.) 60611 768 HOME FOR REPAIRS REAR END ONLY e PREPARATION (O a And Only One Must Be Circled) Papered or Specially Prepared (Explain) Œ, W V CONDITION DETAIL Only One tion Per Category May Be Circled) NEW CONDITION CODE LINING SMOOTHNESS LINING TIGHTNESS Intact 02 Smooth 05 01 Like New 04 Rough 07 Broken DOORS FLOOR FLOOR SMOOTHNESS TIGHTNESS Tight 13 Good 11 Smooth 09 Minor Cracks 14 Fair 1 12 Rough 10 Openings Leaks INTERIOR EQUIP END BOW ROOF (III) 18 Straight [20i Tight Unsatisfactory (Explain) 17 19 More Than 2% 21 Leaks NOTE: Circle '21' (Co RÉMARKS: XLI STENCIL AVAILABILITY STATUS CODE INSPECTED BY: WP CAR KIND CODE CONDITION UMMARY CODE EMPTY MOVEMENT REFERENCE 203 8587

Type Code

	DATE		SSI NUMB	ER
Month	128 7 x	2	13	6
C	AR IDENTIFICAT	ION	LT. WEIG	HT (00's lb.)
! WP	11671		7:	20
B BA	DER H	HOME FOR REPAIRS	l e	REAR END ONLY
PE	REPARATION IOne		lust Be Circi	
Cleaned	Washed Condition	Specially Prepared	Dirty	Contaminate
Doors Closed	Doors Closed	Doors Caulked	Still Open	
	İ	(Explain)		(Explain)
¦@	w	P	[1]	V
	COND	ITION DETAIL		
New C	Condition Code	[[01]	New or Li	ke New
		ONDOLAS AND MUST BE CLOSE Ny One May Be Co	D	
DOOR 1 To	Less Tha	n 1 To 3	He	vy Scrap
FIT		n Inches	(Must	Be Wedged) 05
		LID BOTTOM GC ally One May Be Co	rcled)	.IGHT
DECKING				
NOTE: Circ	le 'P' (Préparation F ontainer Flats and V Other Condition Co	Noodchip Cars —	evel Auto, P	ggy back
NOTE: Circ	ontainer Flats and V	Noodchip Cars — de Required	evel Auto, P	ggy back
NOTE: Circ or C No (ontainer Flats and V	Noodchip Cars — de Required	svel Auto, P	ggy back
NOTE: CITCO OF CONTROL	Onter Flats and to	O. AVAILA	BILITY CODE	ggy back
NOTE: Circ or C No i REMARKS	L C	AVAILA STATUS CONDITI SUMMARY	BILITY S CODE	ggyback
NOTE: CITC OF CONTROL	y: J.W.(O, AVAILA	BILLITY CODE TOONE CODE	ggyback

Type Gode

EMPTY-FREIGHT CAR CLASSIFICATION (Form 10200)

This form is prepared after a car (Box, Refrigerator, or Equipped Refrigerator) has been inspected.

It is used as a movement document accompanying cars moving to a loading point.

Information should include, at least, the car initial and number, date prepared, station SSI where inspected, car kind code, destination (move to SSI), and authority.

On the reverse side of form 10200 is form 10201,

EMPTY FREIGHT CAR CLASSIFICATION

This form is prepared after a car (Open Top or Covered Hopper has been inspected.

It is used as a movement document accompanying cars moving to a loading point.

Information should include, at least, the car initial and number, date prepared, station SSI where inspected, car kind code, destination (move to SSI), and authority.

17

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30 f	FAME	1238	35	WINE	LOPE	149	SECON FOR			ī -	!	۱ /	,
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39 !	UP	490		TPST	UPE	73	E & GHW ROO	PIET			1	! /	ţ
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41 1	WP	640	•	TPST	UPG	70	4 4CMW REC		-	,	,	1 /	t
42 1	WP	640	_	1787	UPG		4 CAW RO			ı	-	, ,	-
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CONDUCTOR'S TRAIN CONSIST - 10280 C REV

To Be Prepared When:

- A. Originating a train at a non-TIS terminal such as Wendover, Beiber, Roper North Yard.
- B. Submitting train list at tie-up terminal.

NOTE: Same Form (10280 C REV) must be used to report work performed.

Type Of Units To Report:

- A. Engine(s)
- B. Car(s)
- C. Caboose(s)
- D. Portable Radio

(SEE YELLOW NOTICES 11-1, 11-3, 11-4)

Information To Be Entered Is:

- 1. Code "P" = Departure; "A" = Arrival
- 2. Station SSI Departure or Arrival station number
- 3. Time of departure or arrival
- 4. Date of departure or arrival
- 5. Train number
- 6. Train symbol
- 7. Engine/Car/Caboose/Radio initials/number
- 8. Contents, or ENG (for Engine) XCREW (Caboose), NONE (Radio)
- Numeric Destination SSI, or connecting carrier alpha block code, such as 92 (for Stockton) and UPE (for cars destined UP east of North Platte).
- 10. Tons Gross tons per car
- Remarks (Ampersands "&&" denote car needs to be matched with waybill).
- 12. Loads, empties, tons
- 13. Conductor's name

COME STATION SST TIME DATE TRAIN NUMBER TRAIN SYMBOL F 00005 DWFX16

A 130116 DWF:X16

SEQ	CARID	CK	CNTNT	SSI	TON	REMARN	S
1	WF 2252		ENG	92	138	EN:G.C.MC	GILL
2	WF 2001		ENG	92	136		
	WF 2006 GACX 51326		ENG XX	92 DRGW	138	MF:	
5	EN 410341		XCH	BNE	35	FENDLINUR	54 1
6 7	DRGW 61895 DRGW 23028		X	000092	35	TK 34/35 DRGW	
8	DRGW 30110		X	000930	35	DRGW	
9 10	GATX 99429 USCX 5034		CCOIL	000092 HPF		EE CNW	
11	GACX 45774		XCH	BNW	40	FORTLND	39 6
12 13	WP 11662 BN 322394		XCH XX	BNE BNE		FENDLTN TRNTWDWA	4211° 5918°
14	BN 322389		XX	ENW	35	TRNTWUWA	59 8
15 16	SF 338050 GRR 1384		X	000092	35 35	SF DRGW SCD/	100
17	GRK 1321		X	000930	35	DRGW SLO/	100
	NF 96076 SLSF 42358		PLTS X	ENW ENE		MEALLS 5	5710
20	A1SF522852		X	000092	35	ATSF	
21 22	WF 68741 WF 68526		SCRAF CNGIS	UPE UPE	100	SE SLSF	
23	WF 68634		CNGIS	UPE	100	SE BN	
	WF 65418 WF 68504		CNGDS		100	88 EN 88 EN	
26	WF 64013		CNGIIS	UPE	100	LL EN LL EN	
27 28	WF 64068 WF 65252		CNGDS	UPE UFE	100		
	WF 65386 WF 65210		CNGDS CNGDS	UFE		18 BN	
31	CR 278991		X	000092	35	ATSF	
32 33	GATX 49928 WF 11625		XXT	DRGW BNW	35 40	DENVER SEATTLE	42'1"
34	ATSF 70238		X	000092	35	ATSF	
35 36	EN 749535 SLSF 11911	R8	X RBL	136 BNE		AGENT # 8	
37	NADX 41868		XXDF	DRGW	36	UF.	
38 39	WF 68707 UF 509467	1)5	CNGDS XX DF	UPE UPW	85 39	S& MILW CLEARFIEL	Ŀ∙UT.
40	WF 64029		CEREA	92	65	&&STE	
41 42	WF 64554 GTW 308068		CEREA CEREL	92 120 3 1	65 50	&& STE WEST WHSE	
43 44	WF 6806 CR: 786533		XG	92 UFE		TRK 17	
45	CR 786533 TTBX911602	V2	XXMLF	UPE		NOF/CNW NOF/NW	
46 47	TTBX911615 TTBX913060		XXMLF	UPE UPE	40	NOF: /NW	
48	TTBX910741	٧2	XXMLF	UF E	40	NOF/NW NOF/NW	
49 50	TTGX965985 ETTX803245		XXMLF	UPE UPE	40	NOF/NW NOF/CNW	
51	UF 800010	VO	XXMLF	UFE	40	NOF:/NW	
52 53	WF 64555 WF 6780		CNGDS	92 92	62 29	AT NATLCI	TY
54	UF 462321		ADF	92	48		
55 56	WF 11916 WF 66015			92 62092	32	W/4 LEAD	
57	DRGW 15647	L2	XXCH	DK:GW	42 32	DELICATO SALT LANE	CITY
	WF 452		XCREW	92		CN:E.J.CR	
TOTALS B	Y DESTINATI	: אם	DEST	TONS		LOADS	EMTYS
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			1203			3 1	5
			6209			ò	1
	TOTAL	.:		2972	?	18	37
				** END	OF F	KEPORT	**
			1	** 16-AP	r-8:	2 05:15	**

I - 8

This is an example of a TIS-generated conductor's train consist for the OWPX-16 at Oakland.

On the following page is an ATS-generated enriched consist for the same train. Conductors may, as a courtesy, receive a copy of an **enriched** consist in lieu of a TIS-generated conductor's consist at terminals where no change in consist has been made since last reporting station.

21 1 - 8

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ULFFLASAXNWF
K204 005 XN2070R 07:26 04/16/82 TIME IN 07:19 INFUT NO 005
130116 04 16 82 0600 5 OAKYARD
                                               OWFX16NOTVERIFIED
       2252LEN
                  131STOCKTON CA
                                                                               EN:G.C.MCGIL
o ⊌F
                                                       92
OWF
                      128STOCKTON CA
                                                       92
        2001LEN
OWE
        2006LEN
                      128STOCKTON CA
                                                       92
oGACX 51326 L6XX
                                                                  77 151523
                       32ROPYARD UT
                                                   DRG
                                                9 BN E
     410341 L4XCH
                       34BIEBER
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                                                                               PENDLINOR 54
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oDRGW 23028 F5X
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       65418LDNCNGD5100
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                                                                  77 15152311 BN
6MP
       68504LA5CNGDS100
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      64013LD8CNGDS100
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       64068LD8CNGDS100
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57 131404
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6TTBX913060 V2XXMLF 52NYARD
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6TTBX910741 V2XXMLF 49NYARD
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STTGX965985 V2XXMLF SONYARD
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                                                                  67 131503
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                                                9 UP E
6ETTX803245 V3XXMLF 54NYARD
6UP 800010 V0XXMLF 51NYARD
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3676 LENGTH
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                                   3003 TONS
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AWH FREMONT
MEL JBL STOCKTON
CN: CRUSOS
TOTALS: 18-37-2972

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** END OF REPORT **

** 16-Apr-82 10:20 **
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This is an example of a Union Pacific Conductor's Car and Tonnage Report which is given to WP conductors, along with waybills, at North Yard - Salt Lake City, for each westbound WP train departure.

Note that the list provides car initials and numbers, tons, and contents for each car in train (in reverse order).

Using this list and the accompanying waybills, WP conductors are to prepare a WP train list on form 10280 C-REV, a copy of which is to be turned in at Elko. Changes in train consist due to work performed enroute to Elko will necessitate a revised or rewritten list reflecting trains makeup on arrival in Elko, copy of same to be turned in at Elko.

SEE YELLOW NOTICE 11-1, 11-3, 11-4

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RIO Grande

WE CONDUCTOR'S TRAIN LIST

1400

(TRAEN 719101	L THI	OZPANC	иC	(93	TATIL 30)	,	6-1	81
•	ENGINE	s w	1351	19 - 353	4.4	342	1-4p3558	į	12
•	SUMMAR BLOCK			S 001 E	MPT ST	146. 441.	3 <i>280</i> 1 205 1005 CUNTS GRO	ROUTE/DESTN C	ΙΊΥ
	MILPT	001	MILL				AUTOF1132		CA
•	MILET	002	ATSF	_		BLF		T 17'LGTH 93' SLWP/MILPITAS	CA
•	MILFI	003	TIBS	(911377	LD	BLF	TRUCK\$104	SLWP/MILPITAS	CA
_	MILPT	004	LTBX	(912707	l D	B 1.F	FRUCK\$164	SLWFZMILPIIAS	CA
	MILPT	005	CPAi	1205111	L.D	b⊦ö	autürt vo	SEWEZMILETIAS	(, ři
•	MILPT	006	CR	222861	i. D	aro	AUTOPT140	SEWEZMILHITAS	Cń
	MILFT	007	CO	493315	t.D	ыв	AU10P1122	SLUP/MILPITAS	CA
	MILPT	800	иW	355135	L.D	pF 8	AUT0FT122	SEWF/MILFITAS	CA
•	MILET	009	DTI	25139	LD	APó	AUTOFT123	SLWF/MILHITAS	CA
	MILPT	010	DTI	26587	LD	DF8	AUTOPT153	SLWP/MILFITAS	CA
	MILPT	011	DTI	15432	L.D	DF5	AUTOPT 82	SLWP/M1LPITAS	CA
•	MILPT	012	NW	601123	L.D	DF 6	VEHERM120	SLWP/MILFITAS	CA
	MILPT	013	DTI	26358	LD	DF8	AUTOPT131	SLWP/M1LF1fAS	CA
	MILFT	014	ITA	27063	LD	DF8	AU10FT132	SLWP/MILPITAS	CA
4	MILFT	015	rra	26851	LD	DF8	AUTOPT143	SLWP/MILPITAS	CA
	MILPT	016	CR	283837	L.D	DF6	CARACS157	SLWP/MILPITAS	CA
•	MILPT	017	CR	297842	LD	DF6	COVERS122	SEWP/MILPITAS	CA
•	MILPT	018	CR	219083	LD	AP6	AUTOP1139	SLWP/MILPITAS	CA
	MILPT	019	CR	295711	LD	DF8	APTS 79	SLWP/M1LPITAS	CA
•	MILPT	020	cu	493728	L.D	AP8	VEHAC2135	SEWP/MILPITAS	cr.
4	MILPT	021	CNA	798242	LD	DF8	CARACS139	SLWP/MILPITAS	CA
•	MILPT	022	GN	138827	LD	DF 5	BODYPT 81	SLWP/MILPITAS	CA
•	MILPT	023	NW	861390	LD	AP8	CARACS134	SLWP/MILPITAS	CA
•	MILPT	024	ИМ	860563	LD	AP8	AUTOPT132	SLWP/MILFITAS	CA

This is an example of a **Rio Grande** conductor's train list which is given to WP conductors, along with waybill, at Roper Yard - Salt Lake City, for each westbound WP train departure.

Note that the list provides car initials and numbers, contents, tons, and destination city/state for each car on the train.

Using this list and the accompanying waybills, WP conductors are required to prepare a WP train list on form 10280 C-REV, a copy of which is to be turned in at Elko. Changes in train consist due to work performed enroute to Elko will necessitate a revised or rewritten list reflecting train's makeup on arrival at Elko, copy of same to be turned in at Elko.

SEE YELLOW NOTICES 11-1, 11-3, 11-4

	E3_			ME		/B2	LICH FUR	ERHA				RATZAMD	
	TRAO PULL W PULL N		AR- NUMBER		CAR TYPE	SPECIAL HANDLING FOOL NBR	SPINS ZAG	DESI	L C / H	CONT/ GRADE EMETY	2001	PRESENT	DATE RE
45		GN	138648	L	B5		390	BIEWP	С	ASCRAP	099		05
46		GN	319469	L	B3	200	390	BIEWF	С	NFRINT	106		05
47		BN	376261	L.	A5		395	BIEWF.	В	FABRIC	054		05
48		CLC	3113	L	B 5	HWI	384	BIEWF	F	FIBBRD	094		05
49		BN	390232	L	A6		384	BIEWF	E	FIRERD	116		05
50		EITX	852528	Ε	FA3	F9844	384	BIEWP	G	810	055		05
51		ETTX	903671	£	FA3		384	BIENF	G	810	056		05
52		SLSF	42274	L	B3		384	BIEWE		NERINT	099		05
53		CF	345220	L	GE		384	BIEWP	В	POLES	076		05
54		CP.	382705	L	C5	DAN	384	BIEWF	B	FERTZ	137		05
55		CP	387073	L	C5	DAN	384	BIEWP	В	FERTZ	127		05
56		BN	233881	L	P5	200	384	BIEWS	B	NFRINT	098		05
57		BN .	748943	L	F:9C		384	BIEWP	С	BEER	118		05
58		ыя	319397	L.	F3		384	BIEWF	С	NERINT	117		05
59		LFN	60122	L.	B9		395	BIEWF	E	PAPER	114		05
60		CCLX	60036	E	C6		384	BIEWF	С	856	033		05
61		GACX	45636	Ĺ	CA		384	BIEWF	B	FLOUR	078		05
62		WZZ	23267	E	R5C		384	BIEWF	С	B36	041		05
63		WP	483	E	CAB			14296	F	8	030		64

This is an example of a Burlington Northern train list which is given to WP conductors, along with waybills, at Bieber, for each westbound Bieber train departure.

Note that the list provides car initials and numbers, contents, and tons for each car on the train.

Using this list and the accompanying waybills, WP conductors are required to prepare a WP train list on form 10280 C-REV which reflects the train's makeup as of Bieber departure. A copy of the list is to be turned in to Oroville. Changes in train consist due to work performed enroute Oroville will necessitate a revised or rewritten train list reflecting train's makeup on arrival Oroville.

SEE YELLOW NOTICES 11-1, 11-3, 11-4

WP FREIGHT CONDUCTOR'S WHEEL REPORT (840WP)

Front Side Of Report:

- A. Run or Job Number
- B. Sheet Numbered In Numerical Order
- C. Car Initial & Number
- D. Lading or Empty Car
- E. Departure Station (SSI), Date & Hour
- F. Arrival Station (SSI), Date & Hour
- G. Weight of contents (CWT or Hundred Weight)*
- H. Final Destination

Back Side Of Report: (Crews Handling Train in each Subdivision)

- A. Train Symbol or Number
- B. Engine Units on Train
- C. Terminal Departure Date & Time
- D. Terminal Arrival Date & Time
- E. Cabooses on Train
- F. Conductor's Signature

Helper Engines:

- A. Helper Units Used
- B. Helper Service Started At SSI, Day & Hour
- C. Helper Service Ended at SSI, Day & Hour

If car empty leave field blank.

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"ORM 910-WP

ER		CAR (C)	LADING	=				E)	T			ED (٠ •	·	LAINEG		EAT A HONS	(H)
LINE	INITIAL	NUMBER	- OR EMPTY	STAT	DEP	_	_	HOUR	+	A STATION NUMBER	RRIV	ED (<u>.</u>		LADENG WEIGHT CWT.	WAYSI	Departed	
1	WP	65201		05	S S	03	15	DGOC	2	43	03	<u>3</u> 5	08	33C	1258	8/0	Departed	UPE
2	UP	451357				<u>ور</u> ا	_	7-	1	92	03	25	10	25	1310			UPE
3	WP	65245	1					+	1	1		Ī	Ì		1006	-		
4		65252						T	T						1226			
5	LNAC	T	_										_		1167		-	
6	LNAC	5313	_												1020			
7	WP	68664													1040			
8	LNAC	5312													1228			
9		532				_		\perp	L						1140			
10	FGHR	12072				_		1	L		L		_		1012			
11	WP	•	MINE			_		\perp	L						1025			
12	WP	66533		_		4	\downarrow	\perp	L						1036			_
13	UP	497464		_		4	4	\perp	L	4-1		_	4		1088			_
14	_	490670			_	4	4	\perp	L	1			_	_	1319			
15	_	490249		_	_	\downarrow		\perp	L		\Box		_		1316			_
16		490094		\dashv	\perp	_	_	\perp	L	\perp		_	_	_	1309			_
17	_	450136			_	1		1_	L		\rfloor		_		1300			
18	WP	68620	<u> </u>		_	\downarrow			L			_			1309			
19	MP	65359			_	\downarrow	_	⊥.		\perp			_	_	1297			
20	UP	490781				1	1		L	\perp	_		4	\perp	1307			
21		498336	_						L				_		1307			
22	CNW	174804	X		1	1		\perp	L				1					
23	ACFX	88191	X	\perp	\perp	1	_		L		_	\perp	1					_
24	WP	65205	MINE			1	_	\perp	L			_	1		43(_
25,	LNAC	5536	COGOS		_	1					\downarrow		\downarrow		1056			
26	FGMR	12385	MNB	_	\perp	1	1		L		1	1	1	_	972			
27	_	11716	_			\perp					\perp		1		794			
28	UP	462468	cogos		_	1				$\downarrow \downarrow$	1		1		1362			
29	_	462686	_	\perp	1	1	\downarrow				1	_	1	1	1396			
30	_	490046		_	4		1				1	1	1	_	1014			
31	SIE	2034		1		1	1	1		1	1		1	1	1063			

Train Symbol or Number 30125

		IN ENGIN)	J		DEPARTED			ARRIVED		CARDE NUMBER	(F)	CONDUCTORS
	WP 3619	WP 3061	WP 2287	WP 3530	• • -	05	03/25	CHAO	92	03/25	1025	WP 444	g.,	Jones
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							-		_					
	.				-									
	<u> </u>	<u> </u>												

HELPER ENGINES

				_	
UNIT NUMBERS	77	DEPARTED (B)	ARRIVED	\mathcal{O}	
	STATION	DAY HOUR	STATION DAY	HOUR	
		i l		1	
	<u> </u>				

TRAIN DELAYS

STATION	D	URATION	OF DELAY		CAUSE OF DELAY
	HOUR BEGAN	DAY	HOUR ENDED	DAY	
	•	†			
	·				
				 	
			L		

MAIL THIS REPORT TO AUDITOR OF EQUIPMENT SERVICE ACCOUNTS

HANDLING HAZARDOUS MATERIALS

Movement Document:

Conductor must have a movement document (Waybill) or (Shipping Order) to move with the train.

Roll By Inspection Or Walking Inspection For Placards:

Conductor must instruct crew members to check for placards on rail cars when applicable, making a walking or roll-by inspection of train making sure that they agree with placard notations shown on movement documents.

Position In Train Of Placarded Rail Cars:

Conductor must make sure that the rail cars containing hazardous material are properly positioned in the train.

Consist Key Shown On Train Consist List And Work Performed:

Consist key is used to identify contents of hazardous material which is information taken from the movement document. It is a two-letter alphabetical key that must appear on the train consist and work performed list.

CONSIST KEY:

HAZ . . . followed by:

CONSIST KEY	HAZARD CLASS	PLACARD
ох	NON-FLAMMABLE GAS	OXYGEN
OP	ORGANIC PEROXIDE	ORGANIC PEROXIDE
PA	POISON A	POISON GAS
PB	POISON B	POISON
CH	NON-FLAMMABLE GAS	CHLORINE
СВ	COMBUSTIBLE LIQUID	COMBUSTIBLE
CM	CORROSIVE MATERIAL	CORROSIVE
IM	IRRITATING MATERIAL	DANGEROUS
RA	RADIOACTIVE MATERIAL	RADIOACTIVE
ML	MIXED LOAD	DANGEROUS
BA	BLASTING AGENTS	BLASTING AGENTS
XA	EXPLOSIVES A	EXPLOSIVES A
XB	EXPLOSIVES B	EXPLOSIVES B
XC	EXPLOSIVES C	DANGEROUS
NG	NON-FLAMMABLE GAS	NON-FLAMMABLE GAS
FG	FLAMMABLE GAS	FLAMMABLE GAS
FL	FLAMMABLE LIQUID	FLAMMABLE
FS	FLAMMABLE SOLID	FLAMMABLE SOLID
FW	FLAMMABLE SOLID	
	DANGEROUS WHEN WET	FLAMMABLE SOLID W
ОМ	OXIDIZING MATERIAL	OXIDIZER

Example: HAZOM

i - 13 30

Picking Up Hazardous Material Cars At Blind Sidings:

Conductor must make sure prior to picking up a rail car of hazardous material that:

- (a) There is a movement document to move the car.
- (b) That an inspection is made to ensure proper placards are applied to the car.
- (c) That it is positioned properly in train.

Position In Train:

1. Explosive "A":

- (a) Must not be nearer than six (6) cars from engine, occupied caboose, passenger car, or guard car when train length permits.
- (b) When train length does not permit must be near the middle of train but not nearer than second (2nd) from engine or occupied caboose, passenger car or guard car.
- (c) Must not be placed next to an open top rail car or TOFC trailer.
- (d) Must not be placed next to a rail car with automatic refrigeration, heating apparatus, stoves or lanterns.
- (e) Must not be placed next to another placarded rail car with another hazard class other than combustible.

2. Tank Car of Poison Gas:

- (a) Must not be nearer than six (6) cars from engine, occupied caboose, passenger car or guard car when train length permits.
- (b) When train length does not permit must be near the middle of train but not nearer than second (2nd) from engine, occupied caboose, passenger car of guard car.
- (c) Must not be placed next to an open top rail car or TOFC trailer.
- (d) Must not be placed next to a rail car with automatic refrigerator, heating apparatus, stoves or lanterns.
- (e) Must not be placed next to another placarded rail car with another hazard class other than combustible.

3. Poison Gas Other Than In Tank Cars:

- (a) Must not be placed next to an open top rail car or TOFC trailer.
- (b) Must not be next to an engine, occupied caboose, passenger car or guard car
- (c) Must not be placed next to a rail car with automatic refrigeration, heating apparatus, stoves or lanterns.
- (d) Must not be placed next to another placarded rail car with another hazard class other than combustible.

l - 13

4. Radioactive (All Rail Cars):

- (a) Must not be placed next to an engine or occupied caboose.
- (b) Must not be placed next to a rail car of undeveloped film.
- (c) Must not be placed next to another placarded rail car with another hazard class other than combustible.

5. Tank Cars (Other Than Placarded Combustible or Poison Gas):

- (a) Must not be nearer than six (6) cars from engine, occupied caboose, passenger car or guard car when train length permits.
- (b) When train length does not permit must be near the middle of train but not nearer than second (2nd) from engine or occupied caboose, passenger car or guard car.
- (c) Must not be placed next to an open top rail car or TOFC trailer.
- (d) Must not be placed next to a rail car with automatic refrigeration, heating apparatus, stoves or lanterns.
- (e) Must not be placed next to the following placarded rail cars:

Explosives "A" Poison Gas

Radioactive

6. Other Placarded Rail Cars (Other Than Explosive "A" - Poison Gas - Combustible):

NOTE: This does not include tank cars

(a) Must not be placed next to the following placarded rail cars:

Explosives "A"

Poison Gas

Radioactive

7. Empty Tank Cars (Other Than Combustible):

- (a) Must not be next to engine, occupied caboose, passenger or guard car.
- 8. Empty Tank Cars Combustible:
 - (a) No restrictions

CONTAINMENT

NBIZZ ZBHORDHBZ

HAZMAT INGUIRY RESPUNSE STUC 14930228

HYDROCHLORIC ACTO CORROSIVE MATERIAL, ACTOIC 4930228 11N1 789 ENVIRONMENTALLY HAZAKDOUS SUBSTANCE (A) (RU-500072270) HYDROCHLORIC MCTD IS A COLORLESS TO YELLOW LIRUTD WITH A PUNGENT ODOR. IS USED FOR CLEANING MASONARY AND METALS, MANUFACTURING CHEMICALS, IN PETROLEUM PROBUCTION, AND FOR MANY OTHER USES. IT'S FUNES ARE INRIGATING (I) THE EYES AND MUCOUS MEMBRANES. IT IS SOLUBLE IN WATER WITH RELEASE OF HEAL. IT IS CORROSTVE TO METALS AND TISSUE. CORROSIVE TO METALS AND TISSUE. IT WEIGHS 10.1 POUNDS PER GALLON. IF MATERIAL INVOLVED IN FIRE EXTINGUISH FIRE USING AGENT SUITABLE FOR TYPE OF SURROUNDING FIRE (MATERIAL 17SELF DOES NOT BURN OR BURNS WITH DIFFICULTY.) USE WATER IN FLUODING QUANTITIES AS FOG COOL ALL AFFECTED CONTAINERS WITH FLOODING QUANTITIES OF WATER APPLY WATER FROM AS FAR A DISTANCE AS POSSIBLE IF MATERIAL NOT INVOLVED IN FIRE KEEP MATERIAL DUT OF WATER SOURCES AND SEWERS BUILD DIKES TO CONTAIN FLOW AS NECESSARY USE WATER SPRAY TO KNOCK-DOWN VAPORS NEUTRALIZE SPILLED MATERIAL WITH CRUSHED LIMESTONE, SODA ASH, OR LIME PERSONNEL PROTECTION AVOID BREATHING VAFORS KEEP UPWIND AVOID BODILY CONTACT WITH THE MATERIAL WEAR BOOTS, PROTECTIVE GLOVES, AND GOGGLES DO NOT HANDLE BROKEN PACKAGES WITHOUT PROTECTIVE EQUIPMENT
WASH AWAY ANY MATERIAL WHICH MAY HAVE CONTACTED THE BODY WITH COPTOUS
AMOUNTS OF WATER OR SOAP AND WATER IF CONTACT WITH THE MATERIAL ANTICIPATED. WEAR FULL PRUTECTIVE CLOTHING ENVIRONMENTAL CONSIDERATIONS - LAND SPILL DIG A PIT, POND, LAGOON, HOLDING AREA TO CONTAIN LIQUID OR SOLID MATERIAL DINE SURFACE FLOW USING SOIL, SAND BAGS, FOAMED POLYURETHANE: OR FOAMED CONCRETE ABSORB BULK LIQUID WITH FLY ASH OR CEMENT POWDER NEUTRALIZE WITH AGRICULTURAL LIME (SLAKED LIME), CRUSHED LIMESTONF, OR SODIUM BICARBONATE B ENVIRONMENTAL CONSIDERATIONS - WATER SPILL NEUTRALIZE WITH AGRICULTURAL LIME (SLAKED LIME), CRUSHED LIMESTONE, OR SODIUM BICARBONATE ENVIRONMENTAL CONSIDERATIONS - AIR SPILL
APPLY WATER SPRAY OR MIST TO KNOCK DOWN VAPORS
VAPOR KNOCKDOWN WATER IS CORKOSIVE OR TOXIC AND SHOULD BE DIKED FOR

** END OF REPORT **
** 28-Apr-82 06159 **

HAZMAT INQUIRE RESPONSE

A HAZMAT response printout should be attached to each waybill for cars containing Hazardous Material. This printout shows various information as outlined below.

- 1. The name of the commodity. It must be the same as on the waybill.
- 1A. If it is an environmentally hazardous substance it will be noted on the printout. If not, this line is not printed.
- The "RQ" number (Reportable Quantity in pounds). If a spill or leak happens in an amount the same as or larger than this amount, it must be reported to the Environmental Protection Agency.
- STCC (Standard Transportation Commodity Code) and the UN or NA number. This number will eventually be required to be shown on the placards on the car.
- 4. The description of the commodity and its properties.
- 5. Instructions for handling if the material is involved in a fire.
- 6. Instructions for handling if the material is **not** involved in a fire.
- 7. Instructions for personnel protection.
- 8. Instructions for protecting the environment
 - (A) If a land spill,
 - (B) If a water spill,
 - (C) If an air spill.



NOTICE OF CARS CONTAINING EXPLOSIVES "A" OR POISON GAS





FORM CS-804

Station E	NOTICE OF CARS	S-804 (Rev. 4-1-82) SIN TRAIN CONTAIL AND/OR "POISON (2) Date 4/10/82 SYMBOL MO	GAS" (3) 10
indial	(7) Number	Contents	No Cars (9) trom Engine
RBOX	65611	EXPLOSIV A	15
RBOX	66110	EXPLOSIV"A"	16
			<u>-</u>

(10)	<u>R.</u>	<u>L.</u>	Smith	Name of Person Executing Notic
(11)_	J.	<u>J.</u>	Jones	_ Conductor
(12)	<u>C</u> .	B.	Johnson	_ Engineer

ISSUE IN TRIPLICATE
(1 copy to Conductor, 1 to Engineer, 1 to File)

POSITION IN TRAIN OF CARS PLACARDED EXPLOSIVES A AND POISON GAS.

When train length permits, must not be nearer than 6th from engine, occupied caboose, or passenger car.

When train length does not permit, must be near middle of train but not nearer than 2nd from engine, occupied caboose, or passenger car.

WHEN SWITCHING:

EXPLOSIVES A (Any cars)

Must be separated from engine at all times by at least one non-placarded car.

Must have doors closed before moving.

Must not be placed or left where there is any possible danger of fire.

Must not be placed or left under bridges, under overhead highway crossings or along passenger stations.

POISON GAS (any cars) and EXPLOSIVES A CARS

Must not be "HUMPED" or "KICKED".

Must not be cut off in motion.

Must not be struck by any car moving under its own momentum.

Must not be coupled to with any more force than is necessary to make coupling.

CONDUCTORS COPY

NOTICE OF CARS IN TRAIN CARRYING EXPLOSIVES "A" AND/OR POISON GAS (CS804)

This is an example of Form CS 804 (Rev 4-1-82) 'NOTICE OF CARS IN TRAIN CARRYING EXPLOSIVES "A" AND/OR POISON GAS".

This is a one page notice which gives the location in train, in terms of number of cars behind the engine, of all cars carrying explosives 'A' and/or poison gas.

Information on the notice includes:

- 1. Issuing Station
- 2. Date of Issuance
- 3. Notice Sequence Number
- 4. Train Number
- 5. Train Symbol
- 6. Car Initial(s)
- 7. Car Numbers(s)
- 8. Contents
- 9. No. of cars from the engine
- 10. Name of person executing notice
- 11. Conductor's name
- 12. Engineer's name

Each outbound crew (Engineer and Conductor) will be provided with a copy of the notice, unless they happen to place car(s) in train themselves (in which case subsequent crew(s) will be provided with notice by terminal forces), or unless there is no change in consist, which will require inbound crew to transfer notice to outbound crew.

HANDLING EXTRA DIMENSIONAL LOADS

Conductor Must Have The Following Prior To Movement:

- (a) Copy of Waybill or Shipping Order document
- (b) Highwide (HW) wire attached to Waybill or Shipping Order document.
- (c) Slow Order Restriction (if any).
- (d) Form "Z" Train Order.

ENTRAINING OPEN TOP CARS

Open Top Cars With The Following Commodities:

(a) Ballast (b) Rock

(e) Coal (f) Scoria

(c) Tinplate Scrap

(g) Wood Chips

(d) Sand

(h) Other commodities from which dust or chips may blow

If possible should be entrained at least ten cars ahead of caboose out of terminals. This should also include cars picked up at blind sidings.

Multi-Levels Entrained With Open Top Cars:

When above commodities apply, multi-levels loaded should be entrained ahead of open top loads at least one box car.

BULKHEAD FLAT CAR RESTRICTIONS

Conductors from the following yards will be responsible to check train list and identify any bulkhead flats and notify crew members and Chief Train Dispatcher complying with speed restrictions shown in the timetable.

UP NORTH YARD:

FB-5 (50' long or less)

FB-7 (70' long or less)

DRGW ROPER YARD:

All bulkhead flats regardless of length

BN BIEBER:

FB4 (Less than 50')

FB5 (50' and less than 59')

FB6 (59' and less than 80')

FB8 (Special Equipment - "A" Frame - Chain Tie Down (Etc.)

Train List will be turned in at:

Origin: Turned At: UP North Yard Elko

DRGW Roper Yard Elko

BN Bieber Oroville

Conductors At Other Terminals:

Other than Salt Lake and Bieber, conductor will notify crew members complying with speed restrictions shown in the time table.

Special Handling Shown on Consist:

Special handling of bulkhead flat cars requiring a speed restriction will be shown in the Remarks Column "BHF Rest". Information being implemented by WP Yard force when received on our line (other than NYD Roper, Bieber) or originated on our line.

Higher Priority In Remarks Column:

The only remarks column entries with higher priority than "BHF Rest" are "HAZMAT" and "HIWIDE".

PICKUP OF CARS WHERE NO INSPECTION WAS MADE BY CARMEN

When picking up cars at locations where carmen have not inspected freight cars, train crews shall inspect freight cars for hazardous conditions listed below:

- 1. Car Body
 - (a) Leaning or listing to side
 - (b) Sagging downward
 - (c) Positioned improperly on truck
 - (d) Object dragging below
 - (e) Object extending from side
 - (f) Door insecurely attached
 - (g) Broken or missing safety appliance
 - (h) Lading leaking from a placarded hazardous material car.
- 2. Insecure coupling
- 3. Overheated wheel or journal
- 4. Broken or extensively cracked wheel
- 5. Brake that fails to release
- 6. Any other apparent safety hazard.

BAD ORDER/SHIFTED LOAD/HOT BOX REPORT (10280B)

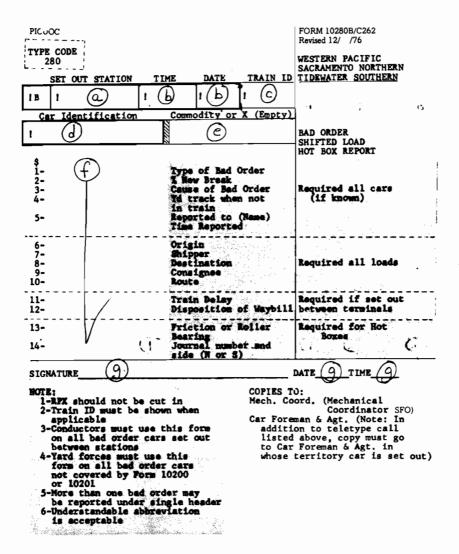
Used by conductors when rail cars set out between terminals.

Bad Order Set Outs must show the following:

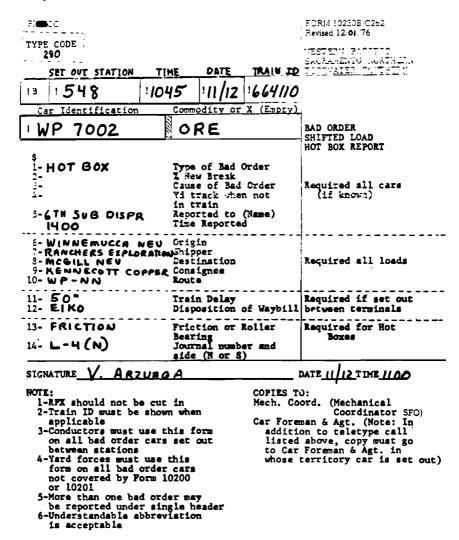
- a. Blind siding or terminal set-out
- b. Time and date of set out
- c. Train I.D. or Job Number
- d. Car initial and numbers
- e. Commodity
- Necessary preprinted information on form from Line 1 thru Line 14
- g. Signature, date and time completed

Bad Order Report must be turned in at next reporting station and Work Performed Report must show set out of car, including code **B/O, SSI, TIME** and **DATE** of set out. Waybill must also be turned in.

Bad Order must also be reported to Dispatcher, including disposition of Waybill.



This is an example of a prepared 10280B Bad Order Report turned in by a conductor.





FORM C-262/102808

THE WESTERN PACIFIC RAILROAD CO.

When detailed, cornered, sidewiped, telescoped above eith by mounting, or damaged due to another car so damaged or destroyed, so state below — under 'Care damaged between terminals' giving detail.

REPORT OF REPAIRS AND MATERIAL APPLIED TO PORTIEND CARE SY TRAIN CREWS AND OTHERS

		CAR				REPA	IRS MADE AND MATERIA	AL USED
Pince Repaired at or near	Initials	Number	Kind	A or Fig.	Number of Parts	New or 2nd Hand	Item-	Reason for Repairs
(a)	(b)	(6)	(C)	(d)	(C)	E)	C	F
MP 384	GATX	78925	TC	B	Ī	NEW	AIR HOSE	HOLE IN AIR HOSE
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			-				The space immediately to for the application of very particular to obtain time knuckle is applied	sudormenth in to be utilized coupler knockim only. Be
							1. Size & Type applied	
			-		_		4. Reason for repairs	dred.
							4. "A" or "B" End	to endounce teather in

This report to sorver the application of Journal Bearings. Complex Examine. Emoble Fine and Looks, Circum, Art Fricks Emes, Guskets, Angie Codes, Nippies, Erads Emes and Emp: size Delice or any own; performed or material applied to Prevents and Individual Freedrik Care in transit.

The most of any county which the subtract cyclinder peaks red travels shall be haven as "2" and, and the opposite and as "A. English and left side of our transit of the county which the peaks of the county of the peaks of the

CARS DAMAGED BETWEEN TERMINALS CAR NO. DRITIALS EDID STATION NATURE OF DAMAGE											
CAR NO.	INITIALS	EDAD	MOITATE	NATURE OF DAMAGE							
<u>a</u>	(a)			(a)							
WP	61031	B3	897	SLID FLAT WHEELS							
	_										
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	· -										

This report to be filled out by Conductor at end of such trip and handed to Hend Car Inspector. Under handless, "Cart Danaged Between Terminable Conductors will show any defeat which may require standard, such as fared organized politoness, in the conductor of the trials and taken to the first Terminal of Inspector of the Cart Conductor of the
REPORT OF REPAIR AND MATERIALS APPLIED TO FOREIGN CARS BY TRAIN CREWS AND OTHERS (C-262)

Used By Conductors When:

- a. Repairing rail car at a blind siding or terminal.
- b. Repairing and picking up a rail car at a blind siding or terminal.
- Repairing rail car set out at a blind siding or terminal.

Repairs & Material Applied Form Must Show:

- a. Blind siding or terminal
- b. Car initial & numbers
- c. Car kind code
- d. "A" end or "B" end of rail car repaired
- e. Parts replaced
- f. Reason for repair
- g. Signature & date

Form must be turned in at next reporting station, along with waybill and any other required documents.

CARS DAMANGED BETWEEN TERMINALS

Used by conductors when cars are damaged at non agency stations.

Report must include:

- a. Car initial and number
- b. Car kind
- c. Station damaged at
- d. Nature of damage
- e. Date
- f. Train I.D.
- g. Signature of conductor

Report must be turned in at next reporting station.

BAD ORDER CAR NOT PICKED UP AFTER INSPECTION

Use form 10280B (Bad Order Report), as previously described, to report cars found to be bad order and not picked up. (See page 40)

ESTIMATING TONNAGE ON RAIL CARS

Purpose:

A guide to be used by conductors who are responsible for providing tonnage for cars picked up at blind sidings.

Glossary Of Terms:

- a. Tare/Lite Weight Weight of car empty
- b. Net/Lading wieght Weight of lading
- c. Gross Weight Weight of car & lading

Empty Cars:

a. Use estimated tare weight found in table in Section II-4.

Loaded Cars:

- a. Add the Net/Lading weight and the Tare/Lite weight together and convert weight to tons.
- b. Obtain estimated net or lading weight from table in Section II-4.

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WORK PERFORMED REPORT - 10280 C-REV

- 1. Use To Record:
 - A. Setouts (S/O)
 - B. Bad Order Setouts (B/O)
 - C. Pickups (P/U)
 - Industry Car Switching at Non-Agency Stations
 Not Covered By DICCS Switch Lists
- 2. Must be in actual sequence work was performed.
- Must include work performed after departure from last reporting station to and including setout (if any) at next reporting station.
- 4. Must show 'Car ahead' for all pickups. (Car just ahead of pickup in train).
- Must show complete car line (contents, destination, tons, and remarks, if any) for all pickups. Load (L) or Empty (X) status is sufficient for setouts.
- 6. Must be **separate** report. Must **not** use copy of train list for work performed report.

SEE YELLOW NOTICE 11-9

RAIL SURVEILLANCE SERVICE

Purpose:

*Department of the Army has instituted a requirement for rail surveillance service on certain shipments of military ordnance considered susceptible to theft.

Surveillance Time: Outside Of Terminals

Observation of the rail car at least once an hour when the car is **not moving** checking the following:

- (a) Checking seals to make sure they are intact.
- (b) Notify Train Dispatcher if not intact.

Set Out Bad Order: Outside of Terminals

Notify Train Dispatcher giving the following information:

- (a) Car number
- (b) Siding (SSI) Time and Date
- (c) Deliver Movement Waybill to a station supervisor at the nearest terminal
- * Government pays the carrier additional revenue to provide this service.

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