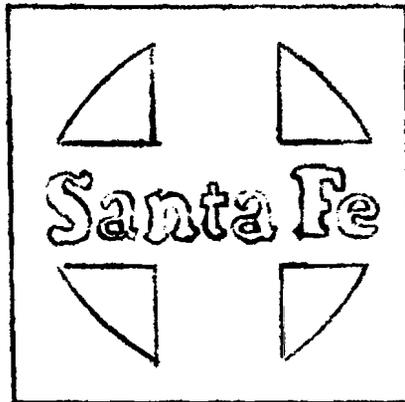


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BULLETIN BOOK



VALLEY DIVISION

From the Collection of John C. Berry

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Fresno, January 1, 1973

The operating bulletins enumerated are in effect as of January 1, 1973, cancelling previous bulletins except as otherwise provided.

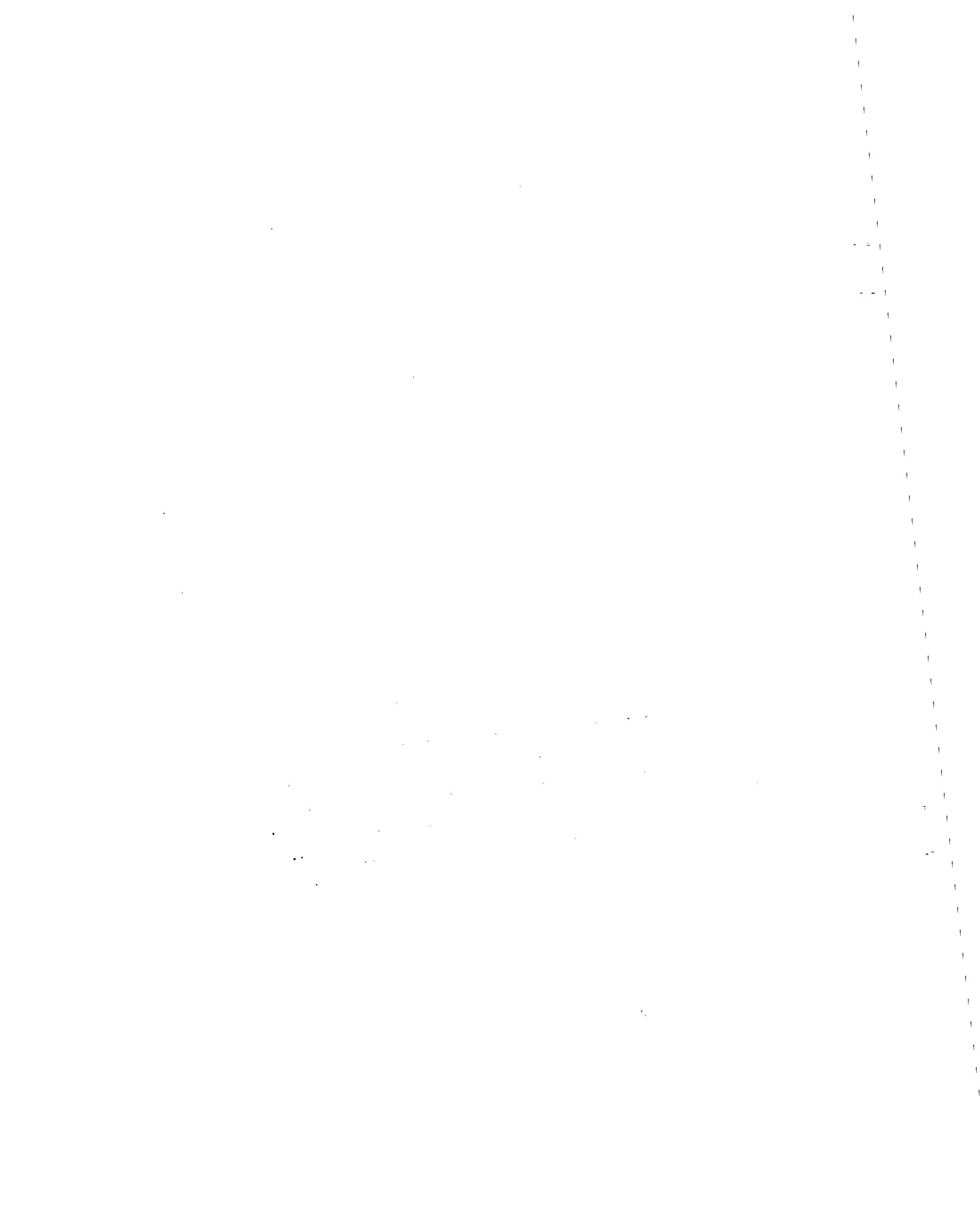
Subsequent bulletins will be posted in bulletin books at points shown in time table.

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E. E. SANDERS  
W. C. PARKS  
G. H. DOTSON  
R. E. JOHNSON  
Trainmasters

APPROVED: G. E. BECKER  
Superintendent



TIME TABLE AND TIME TABLE AMENDMENTS

1. Valley Division Time Table No. 17, Southern Pacific Company San Joaquin Division Time Table No. 8 with Special Instructions No. 16, and Sunset Railway Company Time Table No. 2, are in effect.
2. When a time table supplement is issued, the page or pages of preceding issue superseded by such supplement must be marked out by drawing diagonal line across the face of such page or pages, using heavy soft pencil.
3. When a time table or bulletin contains an amendment of one of the Rules Operating Department, the words "See Amendment" must be written across the rule using pen and ink, or heavy soft pencil.
4. For 1645 Std., Rules Governing Time Service, Rule 8 is cancelled.

Wrist watches presently approved for Santa Fe service are:

Conventional hand wind:

Wylor Model 1370RA Stainless Steel.  
Universal Geneve Model RR1205-0.

Automatic wind:

Ball Trainmaster.  
Wylor Dynawind, Model 4125RA Stainless Steel.  
Wylor Dynawind, Model 3425RA Yellow Gold.

Electric:

Bulova Accutron - Railroad models.  
Eterna-Sonic Model 133T RA1550 Stainless Steel.  
Universal Geneve Unisonic Model RR52-0.  
Longines Ultronic, Model 6312.

NOTE: Manually wound watches by Omega and Ball are not now being manufactured. This is also true of the Hamilton "505" electric. These models now in service, on which time service approval cards have been issued, will continue to be accepted.

5. Rules Operating Department 1966, Amended as follows:

Rule 10(A) and Rule 20.

Amended to discontinue the use of "GREEN FLAGS".

Note: Under Rule 10(A)

Where maximum authorized speed shown in time table exceeds fifty-nine miles per hour, temporary slow signals will be displayed not less than two miles in advance of the restricted area.

Rule 16(M) (Amended).

One long dash instead of one long and one short dash.

Rule 93(A) (New rule).

Between designated points specified in time table, trains and engines must move at restricted speed and main tracks may be used in either direction not protecting against other trains or engines and are not required to clear first class or superior trains but give way as soon as possible under their approach.

Rule 97 (Amended). Extras will be authorized by:

- (A) Train orders: or,
- (B) Numbered clearance card on which must be shown following address, station to which the extra is authorized to run, or,
- (C) Verbal authority of train dispatcher where Rule 251 or Rule 261 is in effect, or,
- (D) Special instructions in time table.

Note: Extras must not run against current of traffic without train order authority, except where Rule 261 is in effect.

Work extras must be authorized by train order, except within TCS limits they will be authorized as prescribed by Rule 504.

Rule 98(D) (Amended).

At a crossing or junction, when practicable, a train or engine must not be stopped at a point where any part of it will interfere with the free passage of trains on the other track.

At an interlocked railroad crossing at grade, cars or engines must not be cut off nor left within the interlocking limits in such a way as to foul any part of the crossing frogs.

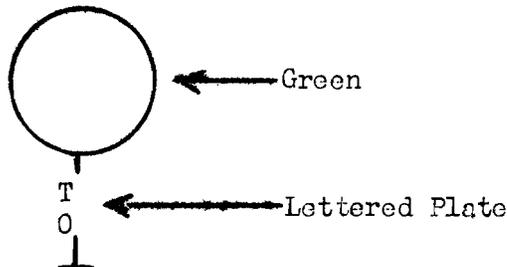
Rule 204 (First paragraph amended).

Train orders must be addressed to those who are to execute them, naming the place each is to receive his copy. A copy of each order must be supplied for all persons addressed; and an additional copy of all train orders and clearance cards must be furnished for delivery to rear brakeman on passenger trains.

Rule 220 (Third paragraph amended).

When a train order authorizing a work extra, or a train order or numbered clearance card authorizing an extra is fulfilled or annulled, other train orders held by, or any part of an order relating to such extra or work extra, except Forms K, T, U and those relating to track conditions, structures and equipment, become void unless otherwise provided.

Rule 224 (Amended).

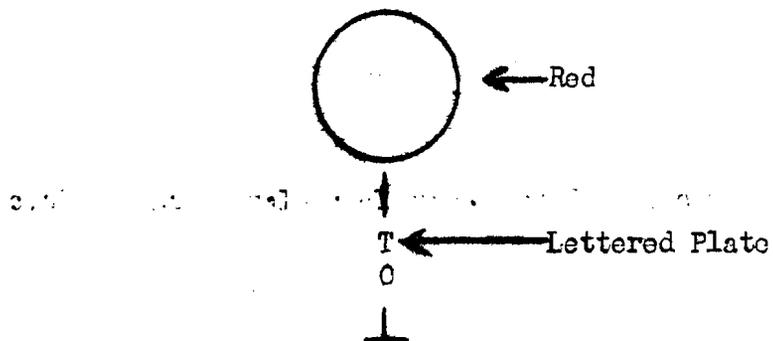


Indication: Proceed, no train orders.

Name: Clear train order signal.

5. (Continued)

Rule 224 (Amended). (Continued)

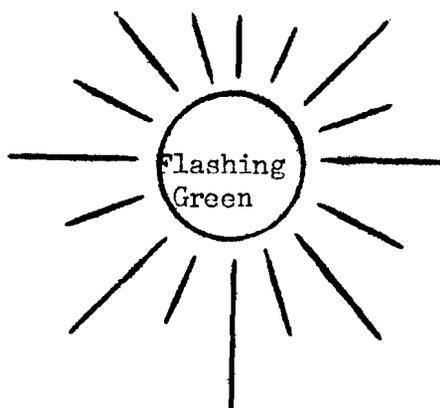


Indication: Stop, unless clearance card is received.

Name: Stop train order signal.

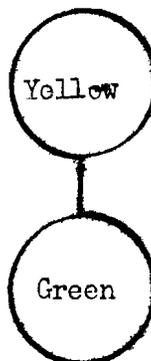
Rule 281(A) (Amended).

Include as an alternative, a Yellow-over-Green aspect.



Aspect

Name



Approach-Limited  
Proceed; approach next signal not exceeding limited speed and be prepared to enter diverging route at prescribed speed.

Rule 653 (Amended).

When absolute block is established in advance of a train, such train must not pass a signal in "stop" position, or a "permissive" signal unless authorized to do so verbally by the train dispatcher; except, to leave the main track through a switch immediately beyond the signal.

A train authorized to pass a signal in "stop" position, or a "permissive" signal, must proceed at restricted speed to next governing signal.

When absolute block is established in advance of a train, the train dispatcher must not authorize such train to pass a signal in "stop" position, or a "permissive" signal until it is known that the block governed by that signal is clear of trains and engines.

Rule 814 and Safety Rule 19 - Amended to prohibit the use of end footboards on engines.

Rule 892 (Amended).

A fireman may operate the engine under supervision and with permission of the engineman, the engineman being responsible. Other members of crew must not operate an engine in the absence of the engineman, unless directed to do so by the conductor or some official in authority, and then only in cases of emergency.

Rule 961(A) (Amended).

See that lights are dimmed as much as consistent after 9:30 PM.

Rule 970 is amended to read as follows:

When passengers or employes are injured, everything possible must be done for their proper care.

Rule 974 is amended to read:

Reports of all accidents, giving names, addresses and destination of the injured persons, and extent of their injuries, are to be wired immediately to the superintendent by the conductor, agent or person in charge.

When possible, Form 812 must be secured from each passenger on the train. In case of injury to a passenger in other than a train accident, Form 1421 should be used instead of Form 812.

In case of accident to freight trains, where parties riding on stock contract or emigrant outfit contract are injured, it will not be necessary for conductor to secure report Form 812 or 1421, or any statement whatever, in writing from injured party, but merely to report name, address, destination and extent of injury by wire to the superintendent.

Rule 975 is amended to read:

Employes injured while on duty must give their immediate supervisory officer prompt verbal notice of injury, stating time, place and cause thereof, furnishing Form 1421, in triplicate, as soon as possible thereafter.

Rule 1008 is amended as follows:

Employes must identify the radio station from which they are calling. Base stations should preface calls by name of railroad and location, while Mobile stations will use name of railroad. Examples: "Santa Fe Flagstaff calling Engine Extra 7500 West", "Santa Fe Co-chose Extra 5510 East calling Engine", "Santa Fe Co-chose Extra 5510 East calling Engine Extra 7500 West", or "Santa Fe Engine 2865 calling Barstow Yardmaster".

Identification must also be made:

(A) At the end of any transmission or exchange of communication exceeding three minutes in length.

(B) At the end of each fifteen minute period of exchange continues without substantial interruption.

Rule 27, Safety Rules Operating Department, Form 2629 Standard, is amended to read:

Riding on crossover platform at end of car, or riding brake platform is prohibited, except to release or apply hand brake. Crossing to other side of moving freight cars is prohibited.

6. When a train or engine is standing to be met or passed by another train, a member of the crew must take a position on the opposite side of the train, when safe to do so, in order that both sides of the moving train can be inspected. The conductor or engineman must have an oral understanding with the crew member that is to cross over. (D-75003, 9298)

7. California Public Utilities Commission General Order No. 108, reads as follows:

1. TRAIN MOVEMENTS - Trains moving under conditions that may require them to stop must, where possible, stop to clear public grade crossings. When not possible to stop clear of such crossings and train cannot proceed immediately, crews on other than passenger trains must cut these crossings within 10 minutes unless no vehicles are waiting at or closely approaching the crossing. Public crossings must be left open until it is known that trains are ready to depart. Crews required to pick up, set out or perform switching operations must, when track room exists, stop their trains back a sufficient distance to avoid blocking public crossings when coupling trains and while charging train lines. When recoupling at public crossings, trains shall be moved promptly consistent with safety.
2. SWITCHING MOVEMENTS - Switching movements over public grade crossings should be avoided whenever possible. If not possible, such crossing must be cleared frequently to allow vehicles to pass and must not be occupied continuously for longer than 10 minutes unless it can be seen that no vehicles are waiting at or closely approaching the crossing.
3. GRADE CROSSING PROTECTION CIRCUITS - Cars or locomotives must not be left standing nor switches left open within the controlling circuits of automatic gate protection devices unless timeout features are provided to allow the gate arms to rise.

These rules will amend outstanding rules and bulletins and will supersede the first sentence of Rule 805. (B-82039 A-75015)

8. Valley Division Time Table No. 17 amended to eliminate all reference to Automatic Train Stop.
9. Pages 2, 3 and 4 of Valley Division Time Table No. 17, MAXIMUM AUTHORIZED SPEED FOR TRAINS, reading:

	MPH	
	Psgr. and	Frnt.
	<u>Light</u>	<u>Frnt.</u>
MOJAVE DISTRICT	79	60
BAKERSFIELD TO JASTRO	79	60
JASTRO TO CALWA	90	60
CALWA TO HAMMOND	79	60
HAMMOND TO MORMON	90	60
MORMON TO RICHMOND	79	60

is CANCELLED and following in effect:

MOJAVE DISTRICT	70	60
BAKERSFIELD TO JASTRO	70	60
JASTRO TO CALWA	70	60
CALWA TO HAMMOND	70	60
HAMMOND TO MORMON	70	60
MORMON TO RICHMOND	70	60

(A-75019 - B-39002 - A-75028)

10. Special Rule 10 in Time Table No. 17 is cancelled. Following will apply:

MAXIMUM SPEED OF LOCOMOTIVES

<u>DIESELS</u>	<u>MILES PER HOUR</u>			
	<u>FORWARD MPH</u>	<u>LIGHT FORWARD MPH</u>	<u>BACKING OR WHEN NOT CON- TROLLED FROM LEADING UNIT</u>	<u>DEAD IN TRAIN MPH</u>
300LABC thru 314LABC, 315AB thru 321AB	90	90	45	90
5920-5948	79	79	45	79
16C-47A, 200-289, 325-344, 2500-2899, 2900-2951, 3100- 3174, 3200-3284, 3300-3460, 3500-3560, 4000-4019, 4500- 4579, 5000-5019, 5500-5589, 5590-5614, 5615-5624, 5900- 5919, 6300-6348, 6600-6615, 7500-7519, 7900-7909, 8000- 8005, 8500-8524, 9122-9148, 9800-9849	70	70	45	70
500-564, 652-653, 1500-1537, 2258-2298, 2323-2399, 2404- 2441, 2450	45	45	45	45

MAXIMUM DEPTH OF WATER THROUGH WHICH EQUIPMENT  
MAY BE OPERATED AND MAXIMUM SPEEDS IN SUCH OPERATION

<u>DIESELS</u>	<u>Maximum Depth Above Top of Rail (Inches)</u>	<u>Maximum Speed IN Tow (MPH)</u>	<u>Maximum Speed Under Own Power (MPH)</u>
6300-6348, 6600-6615, 7500-7519, 7900-7909, 8000-8005, 8500-8524, 9122-9148, 9800-9849	3	5	5
652-653	4	5	5
16C-47A, 200-289, 300-321, 325-344, 500-564, 1500-1537, 2258-2298, 2323- 2399, 2404-2441, 2450, 2500-2899, 2900-2951, 3100-3174, 3200-3284, 3300-3460, 3500-3560, 4000-4019, 4500-4579, 5000-5019, 5500-5589, 5590-5624, 5900-5939, 5940-5948	5	5	5
Passenger Cars:			
Roller Bearings	8	5	0
Friction Bearings	12	5	0

11. Time Table No. 17, Page 6 under MAXIMUM AUTHORIZED SPEED FOR TRAINS, reading:

<u>LOCATION</u>	<u>MPH</u>	
	<u>Psgr. and Light</u>	<u>Frts.</u>
Track M.P. 0.0 to 12.0	10	10

is CANCELLED and following will apply:

Track M.P. 0.0 to 13.0	10	10
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12. Time Table No. 17, page 4, amended as follows: "Effective November 1, 1971 station at MP 1089.2 will be known as Modesto-Empire Jct., instead of Empire and station number is 11090."
13. FRESNO INTERURBAN DISTRICT: from Zodikier, MP 15.2 to Belmont Avenue MP 16.9 track is permanently removed from service.
14. SECOND DISTRICT: At Hammond west siding switch located MP 1000, capacity of siding now 38 cars. D-82457
15. Valley Division Time Table No. 17, page 5, under "Stations or Tracks Not Shown in Schedule" eliminate reference to Bridgehead and Nichols. D-71172
16. Valley Division Time Table No. 17, page 4, reading, "Extra trains must get clearance card before leaving Riverbank" is CANCELLED and following is in effect, "Extra trains originating must get clearance card before leaving Riverbank". A-75022

SPEED LIMITS AND RESTRICTIONS

50. Engines, except when being weighed, and other equipment, the weight of which exceeds the weighing capacity, must not be placed on live rail of track scales. A loaded car with marked capacity of 140,000 lbs., or greater should not follow another such loaded car over a 46 ft. scales; such loads must be separated by lighter loads or empty cars. Cars moving on live rail must not be moved faster than four miles per hour. Cars must not be stopped on scales by impact or checking. Straddling cars from live rail to dead rail is prohibited.
51. Cars should not be shoved ahead of engine from one station to another. When shoving a cars or cars, speed must not exceed 20 MPH unless movement is controlled by a tail hose or rear end valve at the forward end of the leading car.
52. After trailing through spring switch, trainmen should ascertain if practicable, that switch has returned to normal position before giving final proceed signal.
53. In operating a mixed locomotive consist, be governed by the unit in the consist with the most restrictive speed as shown in the table below for continuous and short time ratings. This is necessary to avoid overheating and damaged traction-motors. A-29001.

MINIMUM SPEED OF LOCOMOTIVE UNITS

Locomotive Unit Classes	Continuous Rating		SHORT TIME RATING			
			2-HRS	1-HR	30-MIN	15-MIN
	Amps.	MPH	MPH	MPH	MPH	MPH
16	700	22.0	20.9	20.2	18.9	18.3
3100	900	16.0	-	15.3	14.3	12.2
6300	1140	14.9	-	14.2	-	13.5
8500	1195	14.9	-	14.0	-	13.0
7900	1140	14.5	-	14.0	-	12.5
8000	1195	14.3	-	14.0	-	13.0
3200	980	14.1	-	13.9	13.2	11.6
325	825	13.9	13.5	12.6	12.0	11.3
5000	1050	13.0	-	12.5	12.1	11.3
3500	1050	12.8	-	12.2	11.9	11.1
3300	1000	12.0	-	11.5	11.0	9.9
6600	1085	12.0	-	11.0	-	10.0
281 and 2900	900	11.8	11.2	10.8	10.0	9.0
8700	1195	11.8	-	11.2	-	10.5
4500	950	11.7	-	11.3	10.3	8.7
5616, 5625 and 5900	1030	11.2	-	10.6	10.4	9.8
5590, 5920 and 5940	1090	11.2	-	10.6	10.4	9.8
5500	1050	11.1	-	10.7	10.4	9.8
200, 2500, 2650 and 2899	825	11.0	10.2	9.0	8.5	8.0
9800	1085	10.0	-	9.5	-	8.25
4000	1050	8.0	-	7.7	7.4	6.9
7500	1140	7.3	-	7.0	-	6.3

53. (Continued)

Short-time ratings are not accumulative, except units of Classes 16 200, 281, 325, 2500, 2650 and unit 2899.

54. Certain classes of locomotives are equipped with controls to operate with the slug units. When operating be governed as follows:

1. A control slug combination should remain coupled.
2. Tonnage rating for a control-slug combination operating at 30 MPH or less is the same as a two unit 200 class locomotive.
3. Tonnage rating for a control-slug combination operating at more than 30 MPH is the same as a single 200 class unit.
4. Continuous rating of a control-slug combination is 3.5 MPH at 840 amps, and short time rating 2.5 MPH for 30 minutes.
5. If additional power units are added to a control-slug combination the continuous rating of the added units will govern. A-29001.

55. Use of engine whistles in making air tests Bakersfield yard is prohibited. 8861.

Enginemen should whistle at all crossings but exercise judgment and tone down whistling through incorporated areas. A-75036.

56. Southern Pacific Transportation Company has been granted rights to operate over Santa Fe tracks in Fresno between Ventura Avenue and Hammond siding.

Westward Southern Pacific Trains will enter Hill Lead at switch located approximately 200 feet south of Santa Fe Avenue and will use Hill Lead to hand throw crossover switch located just west of Ventura Avenue. Normal position of these switches lined for Hill Lead.

Permission to pass controlled signal located approximately 100 feet north of Santa Fe Avenue for westward movement and controlled signal located approximately 200 feet east of Ventura Avenue for eastward movement and enter main track must be obtained from Dispatcher by use of telephone located in close proximity. Normal position of switch on pike lead will be lined for Hill Lead.

Eastward Southern Pacific Trains must contact Dispatcher by telephone and obtain permission to use main track before lining siding switch. MP 999.5.

AT&SF Time Table and Rules, Operating Department, will govern on Hill Lead, main track between Ventura Avenue and Hammond Siding, and also on Fresno-Interurban District. Speed limit 20 MPH between Ventura Avenue and Hammond Siding and 10 MPH on Fresno-Interurban District.

Southern Pacific Yardmaster should notify Santa Fe Dispatcher through Operator Calwa when expect to have train entering Hill Lead in order that Santa Fe switching crews may be advised to provide for passage of Southern Pacific Trains. (D-82146)

57. Speed limit through Kern Junction on eastward track 25 MPH and on westward track 20 MPH.
58. ON SUNSET RAILWAY, speed limit 20 MPH between MP 13 and MP 26. A-89004.
59. Trains handling tank cars of LPG, liquefied petroleum gas, are restricted to 45 MPH.  
Butane, Isobutane, Isobutylene and Propane have all been described as proper shipping names for these materials now described as liquefied petroleum gas.  
Box cars or outfit cars containing cylinders or tanks of LPG are not restricted to 45 MPH. (A-33002 A-97001)
60. On Fresno-Interurban District, telephones are located on Airport Lead, MP 4 plus 4715 feet, on each side of landing strip. Crews entering Air Terminal must call the control tower before fouling landing strip from telephone located 860.2 feet from lead switch, and crews departing Air Terminal must call the tower before fouling landing strip from telephone located 2366 feet from switch.  
Signs reading: "Trainmen must secure clearance from tower before entering landing strip", located opposite telephones at above-named locations. It must be understood that landing strip must not be fouled before clearance obtained from Air Terminal Tower. D-41005.
61. At REEDLEY, house track at Nash DeCamp out of service due to construction work on their packing shed until further advised.
62. Train crews and yard crews must stop at Crossing No. 2J-0.2, west leg of wye at Riverbank, and flag over this crossing before proceeding across.
63. At FRESNO, Ventura Street Crossing, MP 997.7, account Freeway construction look out for contractor's equipment working in vicinity and watch your footing. Sound whistle freely during daylight hours.
64. At NOJAVE, look out for contractor's equipment working in vicinity of main track between MP 817 and MP 817.5. Watch your footing. Sound whistle freely approaching and passing this location.

SIGNAL MATTERS

100. Certain business cars have been equipped with oscillating red lights in center of rear vestibule gate which automatically lights when speed of train is below 30MPH. Outside switch adjacent to the light can be operated manually to turn it off. Such light must not be used as marker light.
101. Rule 805(A). At street and highway crossings where wigwags, flashing lights or gates provide automatic warning of approaching trains or engines, the warning signal is stopped when a train or engine is stopped, or delayed, on certain parts of the approach control section. The warning signal is also stopped when a train or engine has moved over and cleared the street or highway crossing. Engineman must approach such crossings at slow speed after making such stops or being delayed until it is seen that warning devices are operating and gates are down, where gates are provided. Reverse movement must be protected.
- When movement is made over an auxiliary track included in the circuit of such warning devices, the circuit should be fouled and movement over crossing delayed until warning device is operating.
102. In event of a grade crossing accident where crossing is protected by automatic warning devices, train, or engine involved should be backed off the circuit and crossing re-approached, calling attention of witnesses that warning signals are operating. Every effort should be made to secure names of witnesses consistent with reasonable delay to trains.
103. When a train approaches a hot box detector and the rotating white indicator light is lighted prior to reaching the scanner, it will indicate there is a mal-function of the detector.
- A train observing the rotating white indicator light, at scanner, lighted before train reaches the scanner, or notified by the train dispatcher of a mal-function of the detector, will not be required to stop for the detector. Train must be watched closely and not depend upon the detector to locate any overheated journals.
104. At KNIGHTSEN, crossing gates at first crossing east of depot will not activate on siding until 150 feet from crossing. Trains must approach prepared to stop until gates are down. D-70540.
105. ANTIUCH: Mars tri-radial beam rotating signal light indicator near MP 1152.6 opposite signal 11521; warning is given by this signal of approach of westward trains only, should be observed before fouling main track, and does not relieve trainmen and enginemen from protecting train or engine movements as required by rules.
106. Train finding eastward signal at MP 1134 plus 31 poles or westward signal at MP 1134 plus 20 poles, vicinity Middle River Bridge, and eastward signal at MP 1124 plus 2 poles or westward signal at MP 1123 plus 22 poles, vicinity San Joaquin River Bridge, in stop position, unless otherwise restricted, will stop and proceed, preceding movement over bridge with member of crew. A-16006.

107. At GATELEY, within Bethlehem Steel Plant, engines or cars must not be moved beyond control light signals **with red aspect** until authority received from Bethlehem Steel foreman and light aspect changed to green. A-34019.
108. GREGG: Dragging equipment detector for eastward trains on main track located 3 poles west of MP 1012 near west siding switch. White rotating Mars light located at MP 1010 plus 24 poles on north side of Gregg siding operates independently of automatic signals when detector is activated. Crews of eastward trains stop at once and inspect train when light is operating. A-39003.
109. FRESNO INTERURBAN DISTRICT, at Bartonette, General Box spur, permanent red stop board placed at Olive Street on each side 50 feet from Street.  
Control circuit for Railroad pre-emption of highway traffic signals extends 65 feet on each side of crossing.  
All trains and engines stop fouling circuit but not beyond the stop boards and do not proceed to cross Olive Street until traffic signals display flashing aspects.  
This circuit must be kept clear of cars or engines except when necessary to use crossing. D-82311.
110. DINUBA: Alta Avenue Crossing No. 2V-45.2, flasher signals actuate on main track only. Trains should stop and trainmen flag middle and back tracks before proceeding over crossing. 9551.
111. TULARE INTERLOCKING: The Southern Pacific grade crossing is part of CTC system controlled by Southern Pacific train dispatcher. Interlocking normally lined for Southern Pacific trains and derails normally open for Santa Fe trains.  
If indicator at open derail is clear, remove padlock from switch lock, wait 45 seconds, then close derail and signal should clear.  
If indicator at open derail indicates "block occupied", the Southern Pacific train dispatcher must be contacted and permission obtained to operate key release. After permission received, remove padlock from switch lock, open release box and insert key in controller, turning key to right for 30 seconds, then remove switch key, whereupon switch lock on derail will release in 4 minutes, then can be lined and signals should clear to permit movement of train.  
After train passes over first derail entering interlocking, this derail must be opened but train may trail through last derail leaving interlocking. R-390071

AIR BRAKES, STEAM HEAT AND AIR CONDITIONING

150. Instructions contained in Form 2502, Instructions for the operation of Passenger Car Heating Air Conditioning System and Water Distribution, are amended as follows:

PRECAUTIONARY INSTRUCTIONS IN THE HEATING AND COOLING OF PASSENGER AND MAIL TRAINS

When heating is required, a minimum of 25 pounds pressure must be maintained on rear steam gauge in train.

During periods of severe low temperature, reduce train speed temporarily, when necessary, to maintain minimum of 25 pounds pressure shown above.

On trains consisting of all lightweight equipment, the rear steam end valve must be kept closed while enroute. At station stops, rear end valve should be opened to blow out surplus condensation, where this can be done.

On other trains, except where a business car is rear car, the rear steam end valve should be cracked sufficiently to permit a small escape of steam. When business car is rear car, handle as prescribed for all-lightweight equipment trains.

When approaching station where steam should be shut off, shut off steam three or four minutes before arrival, when conditions permit. When steam pressure has reduced sufficiently, the end valve should be opened and steam line blown out.

If the engine and head end is to be left intact and one or more cars cut off rear, close rear end valve on last car to be left in train and open rear end valve at rear of train to blow out steam line on cars to be set out. It will not be necessary in such cases to signal for steam to be shut off.

Steam should not be shut off longer than necessary before stopping where steam line will be disconnected. Every precaution must be taken to see that cars being switched are not off steam long enough to permit freezing.

Steam ejector type air conditioning units operate on a minimum steam pressure of 55 pounds. When air conditioning is being used the steam pressure on rear car must be not less than 55 pounds.

A train must not leave a station where consist has been changed, or engine cut off, until it is known that steam is being furnished all cars for proper heating or cooling.

151. When TOFC (Piggy back), or multi-level, cars are spotted at a loading ramp trainmen or yardmen must set a hand brake on each car.

152. The brake pipe on certain TOFC (Piggy back) and multi-level cars contains a section of flexible hose connecting the rigid brake pipe with the angle cock at each end of the car. These hoses vary in length from 59 to 74 inches. Replacement hose is not available at intermediate terminals.

In case of failure, temporary repairs can be made by coupling two standard air hose together, attaching one end to the brake pipe and the other end to the angle cock.

When such repairs are made, mechanical forces at first terminal must be advised so permanent repairs can be made.

153. Before starting switching movement of cars loaded with welded rail, air brake test must be made as prescribed by Rule 39, Form 2501-A Std.

154. When heat is necessary in Series 2816-2860 chair cars, overhead fan should be operated at low speed.

155. Blank:

156. Third paragraph Rule 11, page 13 of Form 2501-A Std., Air Brakes Rules, is amended as follows:

Should conditions arise where time will not permit the adjusting of slack by throttle manipulations or by a "minimum" brake pipe reduction, make a full service brake pipe reduction, allowing locomotive brakes to apply with train brakes. Locomotive brake cylinder pressure must be controlled with the independent brake valve to prevent wheel sliding. The control of locomotive brake cylinder pressure is accomplished by depressing the independent brake valve handle at a point in the application zone that will maintain 30 pounds of brake cylinder pressure on locomotive units equipped with cast iron brake shoes or 45 pounds with composition brake shoes. This pressure must be maintained until train is approximately 150 feet from point of stop, at which time move independent brake valve handle toward maximum to prevent a "run out" of the head end of the train.

The full service brake application may be started with the throttle in any position, but as soon as the brake application is established the throttle must be reduced to "Run 2".

If it has been necessary to make the brake application with the throttle in "idle" position, the throttle must be opened to "Run 2" after brake application is established.

At approximately 300 feet from point of stop, close the throttle and apply sand to the rail.

156. (Continued):

When necessary to make an UNPLANNED STOP with the dynamic brake applied, if not in maximum dynamic braking, increase dynamic to maximum, then brake the "straight away full service" brake application.

On locomotive units equipped with conventional dynamic brake, it will be necessary to apply independent brake and release the dynamic brake when the speed has been reduced to between 12 and 15 MPH.

On locomotive units equipped with extended range dynamic braking, the speed may be allowed to reduce to 6 MPH before exchanging dynamic brake for independent brake.

In either event, the locomotive brake cylinder pressure must be controlled, as previously described, to prevent wheel sliding.

An unplanned stop is defined as unplanned braking, using a "straight away full service" brake application, for the purpose of making the shortest possible stop where an emergency does not exist.

157. Referring to Rule 37 and Rule 38 of Form 2501-A Standard Air Brake Rules.

Due to the ever increasing number of ABD Brake Valves, at points where necessary to detach motive power or to detach cars from rear of train, the engineman will make a brake pipe reduction sufficient to hold train. When brake valve exhaust port closes, and at expiration of 45 seconds, the engineman will turn brake valve cutout cock to cut out position before sounding whistle signal 14A. Trainman will then close angle cocks before giving engineman cut off or proceed signal.

On trains at inspection points where there is no change in consist of train and motive power is not detached, inbound enginemen will make a 20 psi. brake pipe reduction and after exhaust port closes, wait 45 seconds and then turn brake valve cutout cock to out position. Outbound enginemen will note brake pipe leakage and release brakes upon request of car inspector.

158. Form 2501-A Std., after a passenger train is inspected as prescribed by Rules 40 or 41, the engineman will immediately make a 15 pound reduction with the automatic brake valve, then place the automatic brake valve in maintaining position until proper proceed signal received then release the brakes and proceed.

159. In event any delay in departure of freight trains after prescribed air test is made Conductor will contact Engineman and check for set and release immediately before departure and note on air gauge on caboose that proper reduction is made and brake pipe pressure is restored before departure.

160. That paragraph of Rule 82 of Form 2501-A Standard, "AIR BRAKE RULES", shown on Page 97, reading:

"BRAKE PIPE ON PASSENGER LOCOMOTIVE OR PASSENGER CAR. In case of a broken brake pipe on a trailing unit of the locomotive or on a passenger car where repairs cannot be made, the signal line on the unit or car with the broken pipe will be connected to the brake pipe on the car or unit ahead and back of the car or unit with the broken brake pipe. To release the brakes on the car with broken brake pipe, close the cutout cocks in the brake cylinder pipes or drain the reservoirs. To release the locomotive unit with broken pipe, close the brake cylinder cutout cocks. When such arrangements are made, conductor will make a report at first available point. Rear car of a passenger train under this condition must be placed ahead of a car with an operative brake,"

is CANCELLED. A-94006

161. AIR BRAKES MUST BE CUT IN AND WORKING ON ALL CUTS OF CARS handled by yard or road engines between the following points:

Oakland and 20th Street Transfer	Pittsburg & PG&E Plant.
Stockton and Mormon	Pittsburg-Antioch-Sando
Mormon Yard to SP Interchange	Merced & Bianchi Warehouse
Mormon Yard to and from WP Interchange on solid trains. On miscl. cuts, air need not be cut in.	Fresno and Hammond.
Riverbank and Oakdale.	Fresno and Calwa
	*Bakersfield & Kern Junction
	*Bakersfield & Mopoco
	"Bakersfield & Oil Jet.
	(*Not including intermediate points.)

## FREIGHT SERVICE

250. A high car, or open top cars loaded with such commodities as sand or gravel must not be placed immediately ahead of caboose.

Open top cars and open top TOFC loaded with poles, lumber, pipe or other commodities liable to protrude above top of car or trailer must not be placed in trains next to engine, caboose, outfit cars in service, or passenger cars.

251. Drop bottom cars must not be moved in train unless bottoms are properly secured.

252. Certain high-cube box cars in series 36740-36789 and series 36500-36524 are equipped with leaf spring coupler centering devices; other freight cars may also be equipped with these devices which automatically return couplers to center position with the striker plate.

If necessary to manually move coupler out of center position to align couplers, the coupler must be centered to dis-engage the centering device, hold the lever up until the coupler has been moved slightly out of the center position. The next time the coupler returns to center position the device will automatically re-engage.

253. Passenger equipment with buffer plates must not be handled next to any freight car that is not equipped with bottom lever coupler unless cut lever is of the type where lever goes through the eye of the lock lift. The cut lever must couple directly to the lock lift without clevis or link connection.

254. Deadhead passenger equipment handled in freight trains should be trained on head end.

255. Freight conductors will, when practicable, inform the engineman the number of cars, tons and general make up of train.

256. Brakemen employed on head end of freight and mixed trains must ride in forward cab of engine when duties permit.

257. The Interstate Commerce Commission has cautioned consignees and carriers on consignees' obligation to unload rail cars completely, and pointed out that any concession or discrimination is forbidden by the Elkins Act, which provides for fines against those found to be in violation thereof.

In view of interpretation placed on Rules 14 and 27 of the Uniform Freight Classification by the Interstate Commerce Commission, where the carrier becomes aware that consignee has failed to remove all dunnage, debris or other foreign matter connected with the inbound shipment, the carrier is not to pull the empty car but instead leave it at the consignee's track or public team track on demurrage (or detention) in accordance with applicable tariff regulations until consignee has fulfilled his unloading obligation.

If, while engaged in switching of industries, train or yard service employees observe open top cars, or closed cars with doors open, containing dunnage or debris which has not been removed by consignee, such cars are to be left at the industry or on public team track until dunnage or debris has been removed. The above applies also to empty cars into which a consignee has placed debris or refuse after releasing the car as empty. When cars are left for this reason appropriate notation should be made on switch or work list, and if leaving car prevents spotting a load, make appropriate notation also for the load not spotted.

258. Auto frames loaded horizontally on flat cars with or without bulkhead at the end of cars must not be placed next to cars placarded "Explosives" or next to loaded placarded tank cars.

259. Trainmen will be governed by instructions posted in each caboose outlining the procedure to be followed in lighting and operating heaters in the new upgraded cabooses.

It should be ascertained that valve at tank on oil line leading to heating stove in caboose is in "OFF" position when heater is not in use which will assist in preventing oil accumulating on floor of caboose.

260. In an effort to prevent thefts from cabooses, they must be locked with a coach key at terminals where a run terminates or caboose cuts out. Main circuit switch and radio switch in the electric cabinet must be turned off.

261. Remote controlled equipment units must be handled carefully at all times. These units must not be detached while in motion, kicked or dropped. Cars must not be kicked or dropped into a track containing an RCE unit.

262. Conductors and enginemen must secure and be familiar with instructions contained in B.E. (Bureau of Explosives) pamphlet 20-G, revised July 1, 1971, and be governed by such instructions in the handling of placarded cars. B.E. (Bureau of Explosives) pamphlet 20-G may be secured from Trainmasters' offices.

263. Yardmasters and yard crews must secure and be familiar with instructions contained in B.E. (Bureau of Explosives) pamphlet No. 20-F, revised July 1, 1971, and be governed by such. B.E. (Bureau of Explosives) pamphlet No. 20-F may be secured from Trainmasters' offices.

Conductors on trains picking up cars placarded "Explosives" at points where trains are made up by road crews, wire or call ahead to Agent and/or Yardmaster at Stockton, Calwa, Bakersfield or Barstow informing car number and location in train, transferring this information to relieving crew if Form 1466-Standard not yet received.

Yardmasters see that Form 1466-Standard issued to outbound crews upon receipt of the information. A-97007.

264. At interchange points where there are no Mechanical Department inspectors, trainmen should make thorough inspection of cars received in interchange, and if found in damaged condition, should not accept in interchange but notify Chief Dispatcher or District Supervisor.
265. MOJAVE: Cars must not be left on old main track unless so authorized. Road crews are prohibited from making reverse movement between main yard and oil yard unless have written instructions from Dispatcher or Yardmaster. Original instructions must accompany claim for such movement. 8401.  
Box at east end of Depot contains blocks to be used for blocking unattended engines in Mojave yard. Blocks must be returned and left locked in the box after used. A-28004.
266. MONOLITH: Leads for the cement plant must be spotted on Track No. 1, just opposite depot, where trucks may unload car. B-65001.
267. ARVIN: Spur track serving American Grape Growers Association crosses Widmer Road; when switching, stop and flag crossing. 8179.
268. SEGURO: On House Track account machinery and structures east of station platform watch for impaired clearance. A-34019.
269. SHAFTER: No train, engine or car shall be operated over following crossings on other than main track unless traffic on highway protected by member of the train crew or other competent employee acting as flagman: Crossing 2-905.5 - Central Avenue. 4835. 4817. 5302. 8948.
270. CORCORAN: Spur track serving E. C. Salyer Farms Crossing No. 2-950.2-C. Be governed by the following for movements on this track:
1. Each movement in either direction must come to full stop before entering the highway area.
  2. No switching operations are to take place in the grade crossing area.
  3. (a) By night, two flagmen (one on each side of the movement, with proper equipment - white light and lighted fuses) shall flag and control highway traffic during period when any portion of a train, engine or switching cut is moving over the crossing.  
(b) By day, one flagman is necessary.
  4. Speed limit 5 MPH while crossing track scale and engine of more than one unit prohibited on scale. 197. B-66003.

Trains working at Corcoran leave train west of Orange Ave. or east of Sherman, if necessary to avoid blocking crossings.

271. KINGS PARK: Cars for Armstrong Rubber Company, room permitting, must be placed inside the gate unless specific instructions to the contrary. D-21003.  
Train crews will advise guards by use of telephone located on south side of Armstrong Rubber Company building by raw materials, house track; or east side of building by finished goods track, long track, when starting to switch the plant and also advise the guards when finished switching. D-70192.

Trains picking up and/or setting out at Kings Park stop train clear of Idaho Avenue. B-82039.

Train crews are prohibited from smoking in yard at Armstrong Rubber Company Plant as they store highly explosive and inflammatory chemicals in their yard area and smoking in these areas is extremely hazardous. D-79192.

272. MONMOUTH: Cars consigned to either Lassen Markets or J.Y.&M. Cho spot at Gates 13 or 14 at Vio Del Company. D-65000.
273. REEDLEY: Car spotted at east door Royal Valley Packing on house track will not clear man on side of car going into drill track. D-34000.
274. CUTLER-TRACK SERVING WILEMAN BROS. & ELLIOTT not to be used for switching, other than cars to and from packing house. In making movement over highway crossing, electric floodlight must be burning and brakeman stationed on highway to protect highway traffic. 7150.
275. Blank.
276. FRESNO-INTERURBAN DISTRICT: All trains and engines will flag across North Fresno Street, Millbrook, Chestnut and Academy Avenues. D-82147.
277. TRIGO: B. J. Carney Company has placed a "SPOT CAR HERE" sign on north side of unloading Track 1 west of building. Please see cars spotted as required. D-65000.
278. MADERA NEWTOWN SPUR CHIP LOADING TRACK: Do not ride south side of cars from end of spur to 150 feet east account impaired clearance; also watch your footing account chips along both sides of track at loading chute. D-34000.
279. PLANADA: Feed for Merced Milling leave car west of Door 2 to be pulled down later for unloading. D-65023.
280. MERCED-KADOTA: Eastbound and westbound trains (other than Local 3331-3332) having cars for Merced-Kadota will leave the cars at Kadota run around track unless otherwise instructed by Dispatcher or Agent at Merced. Local 3331-3332 will arrange to handle these cars and spot as billed on each trip made. B-82039.
281. MODESTO-EMPIRE JUNCTION: (1) Tracks west of Yosemite Blvd. will be used for setting out cars for the M&ET at Modesto. Waybill box (locked) is located on South side of main track, immediately West of Yosemite Blvd. When making Calwa-Modesto-Empire Jet. "turn" leave waybills and list in waybill box (show track & time set out), advising Riverbank by radio or phone that setout accomplished in accordance with above. (Waybills must not be given to M&ET employes.) Waybills will be carried through to Riverbank when train goes through.  
(2) Tracks east of Yosemite (except cement industry) will be used for eastbound pick-ups only. (Crews making pick-ups must secure a "train line check" of cars being picked up). Waybills will be

secured at Riverbank except: when train makes a Calwa-Modesto-Empire Junction turn, waybills will either be delivered to conductor or placed in waybill box near main line and Yosemite Blvd.

(3) Blind siding reports (Form 63) are not required for cars set out at Modesto-Empire Junction for M&ET Railroad, but will be completed for all other cars set out. (Switch list covering car numbers set out for M&ET, indicating track cars are left on, must be furnished to Riverbank agency.)

(4) Train crews setting out cars for American Transit Mix, or Monolith Portland Cement Company will spot cars at the industry track, cutting in the new leads behind cars already on spot.

(5) All tracks, both east and west yards, are numbered consecutively starting with Track No. 1 from main line, each switch target indicating a "W" for west or "E" for east yards.

(6) When making a set-out or pick-up, do not stop train, engine or cars on Yosemite Blvd. or Second Street. Trains having set-out will, on eastbound trip, stop train west of "West" main line switch, leave train and proceed to make set-out. Westbound trains with work to do will stop engine and train east of Yosemite Blvd. to permit time-out of crossing gates, unless train length will permit train to be moved west of Second Street and still clear on west end to make set-out.

(7) Cars left on east end of Track "W-3" (west yard) must be left to clear Track "W-4".

(8) All loaded cars for M&ET including all TOFC will be left on Track "W-4" unless otherwise instructed by Dispatcher or Riverbank Agency forces. D-44000, D-44045, D-71000.

282. RIVERBANK: Train and engine crews will not perform any switching movements between 5:30 PM and 2:00 AM, Monday through Friday, without authority of Agent or Dispatcher. A-33024.

Waybill box placed at Depot on track side (North side). Train crews having waybills or lists for Riverbank must arrange to leave waybills and lists in waybill box when Depot closed and/or Depot employes not on duty. C-57004

Trains having setouts will use Track 7 and overflow to Track 8 unless otherwise instructed by Agency forces or Dispatcher. A-33000.

When loads are spotted at Coater Plant for unloading each car must be tied down with hand brakes. D-94000.

283. SANDO: At Crown Zellerbach do not smoke inside their plant. D-42001.

284. When setting out cars for DuPont, East Antioch, Sande, Zoo and Antioch, correct switch lists and waybills must be left at Antioch in waybill box. (Lists must show place, date, time, conductor, train and track cars set out on.)

285. EAST ANTIOCH: When picking up, pick up all empty wood chip cars on hand with or without empty movement waybill. These cars normally on Track 3 unless otherwise specified. A-21027.

Crew will arrange to secure train line check of cars picked up and turn in to Mormon car desk on arrival. Switch list box has been located at west end of Transfer No. 3 and trains making pickup

may find list of cars in box. C-57004

Antioch set-outs moving in westbound trains will be left at East Antioch in Transfer No. 1 or No. 2. Setouts containing chip loads will be left in Transfer No. 1 whenever possible. If Transfer No. 1 and No. 2 are full, Antioch may be used for set-outs. D-65009.

Tracks Nos. 5, 6, 7 and drill 7, at Fibreboard Products Company, Plant 7, must not be used.

On tracks drill 1, 2, 8 middle 8, drill 8, 9 and middle 9, cars must not be operated beyond limit signs. A-21027.

286. PITTSBURG: Inside switch from house track to main track east of Railroad Avenue will actuate the signals when lined for cross-over. Normal position of target and light is lined for house track. 9507.

Cars for DuPont set out in New Yard Track 1, shoving track if room permits. If track is full be governed by instructions from Pittsburg Agency, or Dispatcher. All derails at DuPont old and new yard must be set to derail when not in immediate use. A-70531.

Lists and waybills for Pittsburg setouts will be left at Agent's office, Pittsburg. A-24002.

Sacramento Northern Railway crossing over Santa Fe lead to Columbia Steel Plant at point 360 feet east of Columbia Avenue. All trains, motors, engines and cars of Santa Fe, Sacramento Northern and Columbia Steel Co., shall come to a stop not less than ten feet (10') nor more than fifty feet (50') from the nearest rail of the crossing, and shall not proceed until a member of the train crew or other competent employee has gone upon the crossing and has ascertained that it is safe to do so and shall have given a suitable signal to proceed. In the event the trains, motors, engines and cars are approaching upon the conflicting route within a distance which will render them in any way liable to conflict with the movement over the crossing about to be made, such movement shall not be made until the trains, motors, engines and cars approaching upon the conflicting route have been brought to a stop. 8355.

Spur track across Sacramento Northern Railroad to serve PG&E Plant. Stop signs are located on Santa Fe fifty feet from crossing. Gate is to be left normally lined and locked across Santa Fe track. All Santa Fe trains, engines or cars must stop before crossing Sacramento Northern and gate left locked until a member of train crew or other competent employee has gone upon the crossing and ascertained is safe to do so. After crossing, gate must be returned to normal position and locked. Sacramento Northern trains, engines or cars are required to approach this crossing at speeds not in excess of 15 MPH prepared to stop in event crossing occupied by Santa Fe equipment or gate in other than normal position. 9096.

At Johns Manville Plant, "Operating Limit" signs lighted at night time are located as follows:

Track No. 1 - 285 feet from end of track.

Track No. 3 - 235 feet from end of track.

Track No. 4 - 180 feet from end of track.

At Dow Chemical Company Operating Limit sign located 75 feet west of transfer table on rip track.

Santa Fe crews must not operate beyond these points. D-34010. A-70150.

At Dow Chemical Co., stop will be made and movement made over all street crossings made only on hand signals. D-82196.

Rule 98(A) Railroad crossing at grade not interlocked at Pittsburg. Sacramento Northern Railroad crossing at grade, near Harbor Street and 8th Street. Trains and engines of the Santa Fe Railroad, complying with Operating Rule 105, may move over the crossing at grade without stopping, if crossing clear and no movement approaching on intersecting line. A-44007.

287. PORT CHICAGO: Trains setting out will place cars on transfer with respect to road billed. Sacramento Northern cars on Track 3 east end. 2558. Powder destined Southern Pacific on east end of transfer track. Transfer track must be filled before setting out on Santa Fe side, shoving beyond crossing if necessary. C-56008. When unable to effect delivery in this manner, surplus will be held in our yard-- preference being given important loads for delivery. If SP unable to effect delivery on designated track, surplus will be placed on east end of their track.

Cars destined NAVY will be set out on Track No. 2; cars received from the NAVY will be delivered to us on west end of Track No. 3. 9608.

New track at west end Port Chicago from Sacramento Northern Railroad to Santa Fe west lead must be kept lined and locked for Santa Fe west lead when not in use. This is exclusive Sacramento Northern trackage. B-44002.

288. GLEN FRAZER: Eastward trains holding main track to meet westward trains should stay back of cantilever Signal 11722 until opposing train enters siding. D-39005.

289. COLLIER: When empty billed Collier cars are blocked near head end of train, unless otherwise instructed by Dispatcher, set cars out on Glen Frazer team or back track. Overflow may be left at Christie siding when authorized by Dispatcher at Fresno. Blind siding reports must be completed as required by Item 382 of Valley Division Bulletin Book. A-33022.

290. CARS LOADED WITH AIRPLANE FUSELAGE SHIPMENTS must be shoved to rest, making certain set in clear of adjoining tracks, first ascertaining that cars on adjacent tracks are in clear. A-21043.  
EXCESS DIMENSION LOADS OF AIRPLANE FUSELAGE sections must be entrained near to engine or caboose as possible but at least 5 cars from the engine or caboose. A-21043.

COTTON: Cars containing cotton should not be placed next to cars containing explosives. B-42002.

291. MTC cars must not be moved with the engine room sliding door not closed and locked. D-65003.

292. Series 291000-291029, 65-foot flexi-van flat cars and similar foreign type flexi-van flat cars are equipped with turntables at each end of car for use in loading and unloading and when turned at right angles to car extends out far enough to foul adjacent tracks or a bridge, if not locked in place.

Each and every car, whether System or foreign, must be checked before switching or placed on trains to see that the turntables are properly locked in place.

Instructions for locking these turntables are plainly stenciled on both sides of car and read, "ENGAGE LOCK WHEN TURNTABLE IS EMPTY." Such cars with turntable not locked must not be moved. A-93001.

293. WHEN A CAR OF AUTO PARTS OR FORWARDER MERCHANDISE IS SET OUT: Member of crew notify Dispatcher immediately.

294. GATES: Industry gates or doors across tracks must be secured in such a manner that they will not shut during movement or be damaged. Crews using must close gates and leave locked. 9863. 409.

295. RICHMOND AND CALWA: HEAD BRAKEMEN of all freight trains will go on and off duty at the roundhouse.

296. If necessary for one train to assist another train, move as close as possible to the train to be assisted before cutting off the engine, unless otherwise instructed.

297. Waybill boxes have been placed at following locations:

MADERA (M.P. 1014.7)	- Yancy Lumber Spur - west side of track.
PRITCHARD SPUR	- Pritchard & Company, Inc., west end of platform on track side.
MERCED	- Bianchi & Sons, west end of platform.
KADOTA	- California Cannery & Growers, west end of house track on pole next to platform.
PLANADA	- Tomato Shed, west end of platform at top of steps.
LE GRAND	- Giampaoli Tomato Shed, west end of house track on post of shed. - Swift and Company, mounted on whistle post, center of plant next to siding.
TUTTLE	- Tuttle Farms, mounted on pole in front of office east end of shed.
WINTON	- West end of new loading platform.

OAKLEY - East end of platform G. Continente Warehouse.

DEL REY - American Packing Co. on post just to right of Door 3.  
 - Hoggblade-Marguleas on pole at packing shed, one car length east of cold storage plant.  
 - H&S Mann on the wall, track side of office building adjacent to concrete unloading dock.  
 - Central California Packing Company on track side of office wall just to right of office door.  
 - Del Roy Packing Company on packing shed wall just left of Door 3.  
 - Enoch Packing Co. on Door 3.

LAC JAC - Cal-West Packing Co. northwest corner of building.

REEDLEY - Nash DeCamp, on platform on wall of small office between packing shed and cold storage.  
 - Sun Valley Grape Distributors on east end of building.  
 - Youngstown Grape Company.  
 - L. R. Hamilton.  
 - Geraway Company.  
 - D'Arrigo Brothers Company.  
 - Royal Valley on east end of building.  
 - ITO Packing Company - on iron support between Buildings 1 and 2.

DINUBA - Apkarian Shed on platform between cold storage and packing shed. R-62006. R-62007.

CUTLER - Jayco Produce.  
 - Levy - Zentner.  
 - Wileman Citrus.  
 - Orosi Citrus.  
 - Gerrard Storage.

ORANGE COVE - Cove Valley Packers.  
 - B.H. & O. Cold Storage, near Door A at bumper.  
 - Tri-County Citrus.  
 - Harding and Loggett, Inc.  
 - Orange Cove Orange Growers Association - on platform.  
 - Orange Cove Citrus Assn., north end of dock.

LINDSAY

- Hillside Packing Association, Near Door 3.
- Lindsay Groves, west end of Packing House.
- Sierra Citrus Association, near Door 4.
- Suntreat Growers, near Door 6.
- Cal Citrus, east end of Cold Storage, near Door 1.
- General Cable, on gate into Plant.

298. Conductors, when signing shippers' bill of lading, must sign so that signature is readable on all copies. He must sign name, time, and date, bringing copy marked SHIPPING ORDER COPY (which is usually the second copy) into terminal for delivery to Agent's forces; other copies to remain in box for shipper's records.

299. When Conductors Ultra Turn and Visalia Turn sign for bills of lading and cars are left at other locations to be picked up by Train 3322, the bills should be left on the train register at Cutler and Conductor on No. 3322 will pick up bills at Cutler and handle to Bakersfield.

GENERAL INSTRUCTIONS

300. Do not enter, or do not knowingly permit others to enter a car containing charcoal burning heaters without first thoroughly airing same. These heaters generate carbon dioxide gas. There must be two men present when car is entered after it is aired out, one man to enter the car, the other to remain outside.
301. Outfit cars, except those with steel underframes, must be handled in rear of train. Employes, but not members of their families, may ride in outfit cars of steel underframe construction except cook and foreman's wife may be permitted to ride in outfit cars of the two system steel bridge gangs. Neither employes, nor members of their families, are permitted to ride in outfit cars of wooden underframe construction, except that employes may ride in such cars when moved in special service, such as extra gang outfits and others handled by work train. A-60027.

Outfit cars must not be moved station to station ahead of engine except when so instructed by proper authority. When such moves are authorized the speed must not exceed twenty miles per hour. Fires are prohibited in outfit cars while in transit.

302. Bunk outfit cars must not be parked close to buildings, cotton platforms or bulk oil stations if possible to avoid it. Outfit cars must not be coupled into or moved without first notifying occupants. Radio and television aerials, electric and telephone lines must be disconnected before coupling into outfit cars.

Bunk and outfit cars in service must be protected by portable derails when parked at stations and trainmen will expect to find these derails on the track. They should not be parked on tracks adjacent to main track when more suitable trackage is available. Boarding, bunk and outfit cars or other work equipment must have a thirty foot cut every ten car lengths for fire protection. An all-steel car will serve as a fire cut.

Conductors will make wire report to Trainmaster, Roadmaster and Chief Dispatcher when bunk or outfit cars are moved, stating number of cars picked up, from what track, and location and track where cars are set out. A-60027.

303. A derrick, crane or other such equipment, with boom attached, moving on its own wheels; or loaded on an open-top car with attached boom resting on an idler car, must be moved in train with boom end trailing. A derrick, crane or other such equipment, with boom detached, moving on its own wheels; or loaded on an open-top car with detached boom resting on an idler car, must be moved in train with counterbalanced end of crane or derrick trailing. When received in interchange, such machinery must be turned to insure this handling when facilities are available. If not turned at interchange point for movement with boom end trailing, this must be done at first terminal where facilities for turning are available. These instructions not applicable to Company-owned derricks in work trains.

304. Avoid the use of water, snow or ice on hot journals when practicable. When necessary to apply water, snow or ice to a journal that shows any indication of a red color, conductor must advise Car Foreman at next terminal by wire, giving car number, box location, etc. When hot box coolant is applied, the red tag supplied with the coolant must be attached to the box and box must be given close attention to next terminal. In addition to conductor reporting use of coolant on Form 1523 he will also wire Trainmaster and Car Foreman at next terminal toward which car is moving.

When cars with hot boxes are set out, packing must be pulled, box lid closed, and close inspection made of dust board, floor and adjacent wooden surfaces to see that no fire is left smoldering. Journal should be cooled sufficiently to prevent heat from journal starting fire.

Cars of ammunition set out with hot boxes must be left in charge of responsible employe to see does not catch on fire. B-21016.

When setting out bad order for hot box or other cause, cars should be left in suitable location for carmen to reach by auto truck.

305. Dry powder fire extinguishers are carried on engines and cabooses for use in extinguishing hot box fires in journal boxes. The proper procedure when using these extinguishers is to throw half of the powder in the package directly on the blaze and close the lid. Wait one minute then open box, distribute the remainder of powder over hot journal and close box lid. This prevents the oil and lubricator or waste from taking fire again.

Some engines are equipped with liquid filled fire extinguishers employing carbon tetrachloride which are intended primarily for putting out electrical fires in or about the engine. Care must be taken when using these fire extinguishers to avoid breathing any of the fumes.

Most engines are equipped with Dugas fire extinguishers which use a powder similar to the regular hot box fire extinguishers and can be used in extinguishing fires in hot boxes, if needed.

306. Under the Brown System of "Discipline by Record" in effect, the accumulation of 60 demerits subject an employe to dismissal.

Reprimands and demerits charged against an employe's record may be cancelled as follows:

- (A) A reprimand, when an employe has not received discipline for a continuous period of three months.
- (B) Ten demerits, when an employe has not received discipline for a continuous period of four months.

Credits for clear records will only be given when there is a debit against the employe.

307. TCS, telephone boxes and booth doors must be closed and locked after having been used.

THE USE OF RADIO COMMUNICATION BY  
THE ATCHISON, TOPEKA AND SANTA FE RAILWAY COMPANY

.SECTION A: General Instructions.

- A-1 Radio communications shall be confined to the conduct of Company business.
- A-2 Should trainmen and enginemen at the initial terminal be unable to establish communication between their engine and caboose the wire chief shall be advised of the inoperative radios. If the radio equipment fails after leaving the initial terminal, the wire chief shall be advised at the first opportunity but not later than at the first open office.

SECTION B: Instructions Applicable to Transmitting and Receiving Train Orders by Radio.

- B-1 Operators shall not use the radio to inform a train of the contents of a train order unless authorized by the dispatcher.
- B-2 When available, and except under emergency conditions, train orders advising of the location of bad-order equipment or of speed restrictions and messages relating to the occupancy of sidings and unsafe conditions shall be issued to train and engine crews at their initial station or at any open station.
- B-3 Train orders shall not be transmitted by radio direct to a train ~~unless~~ reception is clear and distinct.
- B-4 When a train order is to be transmitted to a train by radio, the dispatcher or operator shall call the train and state his intention to transmit a train order.
- B-5 When a train order is being transmitted to a train by radio, employes not affected except in case of emergency, shall not use the radio until the train order has been completed.
- B-6 Before a train order is transmitted, the conductor or the engineman shall give his name, train identification and location to the dispatcher or the operator and state that he understands that a train order is to be transmitted.
- B-7 Train orders transmitted shall be copied in the prescribed form by a member of the train crew or engine crew. Train order blanks shall be made available at on-duty points.
- B-8 Train orders shall not be transmitted by radio to a moving train unless in the judgment of the conductor or the engineman the train order can be copied without interfering with the performance of duties, and the dispatcher has not required the train to stop. Train orders shall not be copied or repeated by an employe operating the controls on a locomotive of a moving train.

- B-9 Subject to the provisions of paragraph B-8, after the train order has been transmitted, the conductor or the engineman shall repeat the train order one to the other, then to the dispatcher or the operator, and the dispatcher shall then issue "complete", the time, and the Superintendent's initials.
- B-10 Before a train order is acted upon, both the conductor and the engineman shall have a written copy of the train order and both the conductor and the engineman must understand its contents.
- B-11 Any train order which is not completed and fully understood in accordance with the Rules and these instructions shall not be acted upon and shall be treated as though not sent.
- B-12 The information contained in train orders shall not be acted upon by other than those to whom the train orders are addressed.

SECTION C: Instructions Applicable to Transmitting and Receiving Instructions and Messages Other Than Train Orders by Radio.

- C-1 When a message or instruction is to be transmitted to a train by radio, the employee operating the radio shall listen a sufficient interval to be sure that the circuit is not already in use, particularly for distress traffic or for train orders, which have priority status as provided in carrier's paragraph - B-5 of these instructions.
- C-2 Prior to the transmission of instructions or messages by radio, the parties shall identify themselves by name, occupation, train or engine number, maintenance-of-way gang number, and their nearest mile post location.
- C-3 Instructions or information relating to the movement of trains or engines received by radio communication shall be repeated to the sending station. All other instructions and messages received by radio shall be acknowledged to the sending station.
- C-4 Any instruction or message which is not repeated or acknowledged and fully understood in accordance with procedures C-1, C-2 and C-3 hereof shall not be acted upon and shall be treated as though not sent.

In addition to the rules now in effect in Rules Operating Department 1966, the following operating procedures govern employees using railroad radio communication system:

All communications shall be restricted to the minimum practical transmission time. Keep it brief and to the point.

Talk in a normal tone of voice with microphone about one inch from the mouth. Do not shout.

308. (Continued)

Be alert for calls and acknowledge calls promptly.

Radio equipment must be turned on while engines and cabooses so equipped are being used. A-73007

If necessary to transmit important information and sending station is unable to secure response, information should be transmitted regardless, and if no acknowledgement is received, necessary action must be taken based on the belief that the information was not received.

The following terms should be used when applicable:

<u>Term</u>	<u>Meaning</u>
Over	End of transmission over to you
Out	End of transmission
Roger	Your transmission received and understood

309. When releasing hand brakes on cars equipped with cushion underframes, in addition to being braced and having a firm hand-hold, feet must not be placed on any moveable part of the car, particularly the sliding sill. Hand brake on end of car must not be released while standing on ground.

When necessary to climb through standing coupled freight cars, do not place any part of the body between coupler horn and end sill of car, regardless of whether car is equipped with standard draft gear, sliding sill or end-of-car cushioning device. A-75015 A-52017.

310. Rule 768. Employees who are subject to the Hours of Service Law must not violate it. The individual employee will be held responsible in the event they should do so. If called through error, service must not be accepted and immediate supervisor must be notified of improper call.

Conductors and Enginemen are required to notify Trainmaster by any means of communication if there is doubt as to the ability to reach terminal and put train and engine away without violating the Hours of Service Law.

In extenuating circumstances such as derailments be governed by instructions of Trainmaster in each case.

Train, engine and yard service employes deadheading to or from an outlying assignment on other than a Santa Fe train must either turn in promptly upon arrival to crew clerk or agent-operator his timeslip showing thereon the amount of time consumed in deadheading; or such employe must notify crew clerk or agent-operator by telephone how much time is consumed. This is required to determine amount of service an employe has and when his rest will start after the return deadhead. A-88001.

Time spent by an operating employe, which includes telegraphers and dispatchers, at an investigation is to be counted "time on duty" if attendance is mandatory. The same is true if required by the Company to attend court.

311. NO EMPLOYEE IS PERMITTED TO LAY OFF OR ABSENT HIMSELF FROM DUTY WITHOUT FIRST REQUESTING AND BEING GRANTED PERMISSION.

The following will apply as to employes in train, engine and yard service LAYING OFF FOR A PERIOD OF 15 DAYS OR LESS.

Employes will fill out request for lay-off blank which is available at all tie up points. Necessary that "request to be absent" portion of form be filled in for each employe wishing to be absent 15 days or less. In event employe wishes to mark off via telephone, the clerk with whom he talks will complete the form. Employee wishing to lay off at yard office, roundhouse or crew clerk's office will execute the form for themselves. Necessary that all information be filled in on form including approximate time employe will return to work. Employes granted permission to lay off, must return and be marked up at time indicated, or secure extension, otherwise they will be considered as absent without permission. This will not prevent marking up ahead of the time stated on the form.

When an employee wishes to mark up it will be necessary that the "Request to mark up" portion of the form be executed. It should be understood that regardless of the time shown on the "Request to be absent" portion of the form, an employee after being absent will notify the crew clerk when he wishes to mark up. These forms do not prohibit laying off or marking up via telephone, but records must be kept and this form is the permanent record.

These forms are to be used only when requesting to be absent from duty 15 days or less, and are not necessary for vacation, formal leave of absence, etc. Request to be absent 15 days or less will not be authorized unless the form is executed and approved by the crew clerk or other authorized person on duty.

Absent from duty of more than 15 days must be authorized by Form 1516 Std. (Leave of Absence). Approval of Form 1516 (Leave of Absence) is contingent on availability of relief employe at time leave is scheduled to start, and before departing on leave, EMPLOYEE MUST FIRST ASCERTAIN FROM SUPERVISORY OFFICER that relief employe will be available to protect vacancy. Employee must report and mark up with supervisory officer on expiration of leave. Employes are prohibited from leaving assignment until Form 1516 has been approved and stub thereof returned and is in their possession.

312. In connection with handling of excess dimension cars, the California Public Utilities Commission General Order No. 26-D provides for the following by which we will be governed:

On any train the consist of which includes cars the lading of which extends laterally in excess of 5-ft. 5½ in. from center line of car, such cars shall be blocked together in one place in the train and if its length permits, they shall be trained at least five cars distant from both caboosc and the engine.

312. (Continued).

A train order or Form 1468, color (blue) shall be delivered to the train handling any such car or cars, informing the crew that the train includes such car or cars, stating the total number thereof, and advising that no member of the train crew is required to ride on any such cars.

A train order or Form 1468, color (blue) shall also be delivered to any other train, the operation of which may be affected by the presence or movement of a train containing cars with lading in excess of 5-ft. 5½-in. from the center line of the car, informing them of that fact.

Yard supervisors shall be notified sufficiently in advance of the arrival of wide cars herein above referred to, to enable them to take precautions to safeguard employees in yard.

Cars on which the lading exceeds fifteen (15) feet six (6) inches above top of rail if otherwise in compliance with these requirements as to width of lading and the nature of which precludes the probability of employees getting on top of or passing over them are exempt from the conditions of this section, provided, however, that if train length permits, any such cars except cars transporting highway trucks or trailers, multi-level freight cars either loaded or unloaded, and automobile underframe cars, shall be trained at least five (5) cars distant from the caboose. For the purpose of this section, automobile underframes are stacked and firmly secured in a horizontal position on gondola cars in which such underframes are placed on end and firmly secured to said gondola cars.

High Cube cars are exempt from the California Public Utilities Commission requirements as to train orders, but where train length permits they shall be trained at least five cars distant from caboose.

Multi-level shipments of automobiles, in other than solid trains, must not be placed closer than four (4) car lengths behind working locomotive units in road movements.

Multi-level shipments of automobiles must be entrained not less than four (4) car lengths behind open-top loads of stone, gravel, sand, lime, coal, wood chips, chemical, etc., subject to wind, vapor or fume action on adjacent cars, nor placed next to empty cars previously loaded with such commodities. Also, automobile shipments must be entrained not less than four (4) car lengths behind open-top loads of lumber, poles, steel, pipe, etc., when extending above top of car.

313. The employe having charge of any passenger train, caboose, locomotive, motor or diesel engine, shall report in writing to Trainmaster on whose territory train is being operated whenever any emergency first aid kit has been used or found missing.

NOTE: In addition, enginemen will show on work report and freight conductors will show on CD-10 report whenever emergency first aid kit has been used or found missing.

313. (Continued).

Any person or employes who removes, carries away from its proper place, or uses any emergency first aid kit except for the purpose of administering first aid in the event of injury to any passenger, employe, or other persons guilty of a crime which is punishable by fine.

THE EMPLOYEE FINDING A FIRST AID KIT PARTIALLY DEPLETED OR MISSING AND NOT REPORTING THIS FACT ON THE APPROPRIATE FORM WILL BE SUBJECT TO DISCIPLINE.

314. Conductors or trainmen will furnish, over conductor's name, wire report to Trainmaster, on whose territory working, Mechanical Department, and Agent at next ahead terminal, of exceptions noted, in drinking water, shortage of supplies, lack of material or equipment or irregularities and conditions of caboose in pool service, as soon as can do so after leaving terminal.
315. Crew be on lookout for and report promptly operation of cranes or other heavy machines near our tracks that may cause a hazardous condition.
316. All employes be alert for trucks, buses, or other vehicles that fail to stop at railroad crossings, as required by law, or take unnecessary chances beating trains to crossing, ignore crossing signals or where vehicles pull around short arm gates while they are down, and should make wire report to Superintendent and Division Special Agent at Fresno showing time, date, crossing involved (by street or highway name or crossing number), type of vehicle, company owning if known, and, if possible, the license number, as well as identification of train or engine. A-10003.
317. LIVESTOCK - RULE 850: Must be fed and watered every 28 hours, unless released to 36 hours or billed "Room for Feed, Water and Rest in Car". If shipper makes request not to feed the stock, request should be disregarded. Shipments of sheep not released to 36 hours arriving at feed stations after dark may be considered released to 36 hour confinement. Employes should cooperate with caretakers to feed and water stock in cars. A-53005.

Billing covering livestock shipments must show date and hour such shipments loaded; notation must be made on waybill showing date, hour and place fed and watered en route showing time the unloading was started and the reloading completed. The time consumed in the loading and unloading operations is not counted in computing the period of confinement. Unless billing states no one in charge or special instructions given, conductors must see that attendant is with stock.

Before leaving terminals, conductor must check waybill to see that stock shipments have sufficient time to make next terminal or point at which can be unloaded, fed and watered prior to time limit prescribed by law, and if any doubt, contact Chief Dispatcher. A-53005.

Conductors of trains handling stock shipments or zulus that will unload for feed and rest or require other service at next terminal will wire information in advance to Agent.

317. (Continued).

ADDITIONAL FEED STOP - FORM 11: When request made on conductor by owner or caretaker to unload stock for feed, conductor should require him to fill out Form 11, in duplicate, and conductor will deliver original to Agent's office at point where stock unloaded for feeding, mailing duplicate to Trainmaster. Form 11 is to be executed only when livestock attendant or owner requests an additional stop for feeding purposes, and which is not required in compliance with the law. 3449. 4982. A-53005.

INSPECTION AT INTERCHANGE: Make thorough inspection of livestock shipments when received from connecting lines, and report number dead or injured.

LIVESTOCK KILLED must be reported by engineman to all concerned. A-57020.

318. Employes are prohibited from riding on flat car loaded with burro crane while car is being moved in train, except burro crane operator may ride in cab of crane when necessary in performance of work.

Burro crane loaded on flat cars must not be moved while car is in motion. The crane boom must be properly secured by the slow brake which must be kept in good order.

Burro crane operators will determine that brakes on crane are working properly before crane is used. A-75015 A-75012 P-66002.

319. FIRES IN MOVING TRAINS: Doors should be kept closed to prevent fire from spreading.

Even after fire apparently extinguished, conductor wire Superintendent, Trainmaster and Chief Dispatcher at Fresno, or 'phone Dispatcher, so check can be made at next terminal. 9045.

320. SUMMONS OR COMPLAINTS in which employes are held jointly with the railway, in actions filed in Superior Court, must be mailed at once to "Attorney, Coast Lines, Los Angeles", and immediately wire advice to "Attorney, Coast Lines, Los Angeles", joint with Superintendent, advising time, place and date where summons served, and state summons being mailed. 5886.

321. BIDS: Separate bids must be submitted for each job on printed bid blanks if available. Bids of conductors and brakemen may be submitted, in duplicate; a member of the Agent's staff will sign both copies, showing date and time received, return duplicate to the employe and mail original to Trainmaster marking on the envelope "Bids".

Yardmen's bids may be submitted in duplicate to crew clerks or Agent for signature on duplicate copy of bid, showing date and time received, returning same to the employe and original bid will be retained by Agent's staff, to determine senior applicant.

321. (Continued).

Conductors and brakemen submitting bids at variance to the above, such as Western Union, U. S. Mail, and Company Mail, will be at the risk of party submitting same, and if mailing same direct to Trainmaster, should mark "Bids" on envelope.

When bids received for job advertisements for enginemen vacancies the office accepting bids should promptly send a wire to office handling advertisement and closeout of enginemen's jobs and follow up with 'phone call to be sure bid received. The original bid will then be maintained on file at point where accepted for future reference.

Job advertisements are issued at Bakersfield for all enginemen positions except yard engine jobs at Richmond and San Francisco, which are handled by Agent's forces at Richmond. 9435. A-11009.

322. Employes must not remove dunnage or other materials presumed to be scrap from cars, except in line with their duties, cleaning and processing cars for loading, or for safety reasons. D-21071.
323. There are refuge bays located in GLEN FRAZER TUNNEL, on south side, approximately every 500 feet. These vary in size, some of sufficient size for a gang and a motor car and the smallest large enough for two or three men. 6095.

Booth telephones located at each portal of tunnel. D-39017.

When train is stopped for any reason with diesel in tunnel and unable to proceed in reasonable time, train should be backed out if possible, until diesel clears tunnel. If there is indication train will remain there any length of time, engine should be idled, sufficient hand brakes applied to protect train, after which engine should be shut off. Where passenger train involved, fresh air intakes of all air conditioned cars, together with all windows and doors, should be immediately closed. These openings should be kept closed during stay in tunnel. 8277. A-29015.

324. RULE -856: When cars are set out short of destination, conductors will correct wheel report and leave waybills at next terminal with notation of reason and location.

For points short of terminal, cars must be set out at billed destination, unless specifically instructed otherwise.

Waybills for cars destined non-agency stations should be left with agency assigned to handle per Item 382 of 1973 Bulletin Book, except Antioch and Modesto Empire Junction. A-75015 D-21076 A-24002.

325. SOUTHERN PACIFIC EXAMINATIONS: All train and enginemen subject to operation over joint track are required to qualify on Southern Pacific Company rules. Qualified employes who do not perform service on joint track for over one year, so long as they perform service on the AT&SF Railway, and attend the required classes in the SP Instruction Car and obtain a certificate, this will suffice. If the SP Instruction Car is not on the Division, they will be required to take an oral examination from the SP Division Examiners. This will not affect any qualifying trips that the SP Company may require. A-75041.

326. FLAGGING EQUIPMENT: Under no circumstances must fusees or torpedoes be allowed loose in the cupboards in caboose. They should be replaced in the containers provided when returning from flagging and when going off duty. A-75001 A-75037.

Five minute red fusees are being replaced with ten minute red fusees. Ten minute yellow fusees will be furnished for purpose of passing signals. A-75001.

327. MILE POST OMISSION -MOJAVE DISTRICT: Account line change, Mojave District, there are no Mile Posts 811, 812 and 813. The next Mile Post west of MP 810 is MP 814. C-74006.

328. CLEARANCES: Where thirty-two or more inches clearance is not provided between outer limits of car loading and side of structure either fixed or rail equipment, employes whose duties require their presence on or around such trains, or on or along tracks where such trains are being operated, must continuously be on the lookout for loads in excess of 10' in width and 15'1" in height which may move at any time, taking all necessary precautions in order to prevent personal injury or accident. 5831.

RULE 761: In accordance with requirements of Decision No. 36007 of the California Railroad Commission, below are listed impaired clearances on Main Track, Valley Division:

Based on minimum side clearance of 8'00" for cars or loads not exceeding 10'8" in width.

Minimum overhead clearance of 22'0" for cars or loads not exceeding 15'1" in height.

<u>Bridge Number</u>	<u>Type of Structure and Location</u>
886.5	Thru Girder Overpass, Union St. Bakersfield.
889.4	Thru Girder Kern River
974.3	Thru Girder Last Chance Canal
992.08	Syphon
1088.6	Syphon - North Headwall-South Headwall
1091.4	Syphon - North Headwall
Tunnel No. 1	Muir
No. 2	Muir
No. 3	Glen Frazer
<u>VISALIA DISTRICT</u>	
A-28	Thru Girder St. John River
<u>ANTIOCH</u>	Wilber Avenue Overpass
<u>RIVERBANK</u>	The Norris-Thermador Company

328. (Continued).

Have signs on tracks 1, 2, 3, 4, 6 and 7 reading: "STOP", Trainmen must not operate beyond this point". Stop signs located on Track 4 west of the Carbon Rodding Bldg., also west of the Total Service Bldg. at crossover between Tracks 4 and 5. 6503.

PLANADA: Elevator at east end of back track, pit for unloading bulk grain, employes should exercise caution.

PITTSBURG: Uncovered brine pit on Dow Chemical Co. Track No. 1, signs posted ten feet in advance of pit road: "STOP, Trainmen must not ride cars beyond this point". 8694.

MONSANTO: Associated Oil Company Spur, Tracks 1 and 2, structures located 503 feet west of east switch of the crossover alongside tracks have overhead and side impaired clearance. Cars should not be placed nor engine operated beyond this point (alongside or west of these structures). D-34005.

Bussey Well Pipe Works on Chestnut Avenue, Fresno Interurban District, the overhead clearance at the door is impaired. D-41006.

On Sunset Railway, at Millux Road overhead, 20 poles east of MP 10 between Connor and Gulf, impaired side and overhead clearances. D-82117.

329: RULE 822: Cars that are stored must not be moved until it has been ascertained that brasses are intact. D-64001.

Air dump cars should not be coupled into or moved until dumping device is properly set to prevent cars being dumped en route. 5465.

330. REFRIGERATOR CARS or cars with loose sliding doors particularly PLUG DOOR EQUIPMENT must not be switched or pulled from Industries with doors open. 8852. B-21023.

331. DROPPING CARS OVER: - Puzzle, spring, double-locked or derail connected switches is prohibited. 2023 2643 A-71029.

332. SEALS in conductor's possession must be kept under lock and in a safe place. When broken seals found, immediately wire Assist. General Manager, Superintendent, Special Service, Superintendent, Division Special Officer and Trainmaster, giving train, car number, commodity and waybill reference, number of seal broken, when found and number of new seal applied. If car loaded with merchandise, so state, and show point to which car carded. Broken seals should be sent to Division Special Agent. Conductor will note on waybill of car involved when seal found broken. B-1595 6-08-25 A-19002.

Conductors picking up and sealing cars in blind sidings will place seal numbers on bills of lading when possible.

Freight conductors who take regular assignments in passenger service must promptly return to Trainmaster all car seals in their possession. 5121.

Army, Navy and Marine Corps shipments placarded explosive must not be opened for inspection en route unless there is evidence from exterior inspection that there has been rough or mishandling en route. No car seal is to be removed from such shipments without first advising superintendent by wire so that arrangements may be made for a Government Inspector to be

332. (Continued).

present at the time seals are broken. 9613 9809.

Shipments of explosives, Class A, in carloads placarded with Explosive Placard must be shipped in certified cars as required by I.C.C. regulations. When a seal on such a car is broken en route, record must be made of breakage of that seal and replacement thereof in accordance with requirements of Section 74-590 of I. C. C. Regulations for transportation of explosives and other dangerous articles. This record must either be made on waybill or on a memorandum attached to waybill. Army, Navy, Marine Corps and Air Force require record of change of seals be with car at destination. 275. C-19001.

333. A person in charge of a locomotive who before crossing any street, road or highway, shall cause the bell to ring or a whistle, siren or other sounding device to sound at a distance of at least eighty (80) rods (1320 feet) from crossing and be kept sounding at intervals until crossing is reached, except an engine engaged in switching operation or comes to a stop at any point within a distance of eighty (80) rods (1320 feet) from the point where the railroad crosses any street, road or highway, it shall not be necessary that the bell be rung, or whistle sounded until such time and from such place as the locomotive begins on uninterrupted movement to cross the street, road or highway.

The "W" whistling boards are placed at not less than eighty (80) rods (1320 feet) in advance of a crossing or a series of crossings. A-75015. A-75036.

334. At derailment sites, and when work is in progress, employes are required to wear safety helmets (hard hats), when available. A-52022.

335. Empty 85-foot long or longer equipment must be in train ten or more cars behind road engine, and ten or more cars ahead of helper engine between Kern Junction and Mojave. A flat with one van or one container either loaded or empty will be considered as an empty. These instructions will not apply to trains of less than 3600 tons, nor solid piggy-back trains.

336. Pakset radios available at Calwa and Richmond for use of train crews when making setouts and pickups between these two points. Train crew will be responsible to see radios turned in to telegraph office at tie-up point. Paksets must be handed to Operator or responsible agency employe and not left unattended in office.

337. Following hours maintained by Operators on duty at stations (A-62017):

# Boron	6:00AM to 5:00PM daily
Mojave	Continuous
Kern Junction	Continuous
Bakersfield	Continuous
# Shafter	8:00AM to 5:00PM*
# Wasco	8:00AM to 5:00PM*
# Corcoran	8:30AM to 5:30PM*
# Hanford	9:00AM to 6:00PM*

337. (Continued)

Calwa	Continuous
# Visalia	9:00AM to 6:00PM*
# Cutler	9:00AM to 6:00PM*
# Reedley	9:00AM to 6:00PM*
# Orange Cove	9:00AM to 6:00PM*
# Exeter	8:00AM to 5:00PM*
# Lindsay	9:00AM to 6:00PM*
# Porterville	9:00AM to 6:00PM*
Richgrove	8:00AM to 5:00PM*
# Merced	9:00AM to 6:00PM*
Riverbank	Continuous
Hornon	Continuous
Stockton Tower	Continuous
Orwood	Continuous
Pittsburg	Continuous
Port Chicago	9:00AM to 6:00PM daily
Richmond	Continuous

\* Daily except Saturdays, Sundays and Holidays. Assigned hours include meal period.

# Non-train order office.

338. Following is list of LOCAL TIME INSPECTORS: (A-78001)

Louie F. Holtman	- 313 East Buena Vista, Barstow 92311
H. Eugene Wardell	- 35390 Marks Road, Barstow 92311
A. J. Pontecorvo	- 302 E. Main Street, Barstow 92310
Arlie L. Knight	- 1663 Chester Avenue, Bakersfield 93301
Paul C. Campbell	- 1600 - 20th St., Bakersfield, 93300
H. P. Rasmussen	- 117 W. Seventh St., Hanford, 93230
M. A. Furlong	- 1119 "G" St., Reedley 93654
George E. Crain	- 4221-B E. Shields Ave., Fresno 93726
Charles R. Lewis	- 1057 E. Shaw, Fresno 93710
W. A. Swanson	- 4427 E. Jensen Ave., Calwa 93725
J. H. Bogue	- 1714 "L" St., Merced 95340
Mrs. Helen W. Shoemaker	- 1323 Jay St., Modesto 95354
Walter K. Banks, Jr.	- 114 N. Sutter St., Stockton 95202
Eugene Lauer	- 516 Second St., Antioch 94500
W. R. Stribley	- 3109 MacDonald Ave., Richmond 94801
Douglas M. Green	- 1007 Nevin Ave., Richmond 94801
David A. Brillon	- 3876 San Pablo Ave., Oakland 94600
Ed S. Brillon	- 7447 Amador Valley Blvd., Dublin, CA 94566

339. Following is list of Local and Consulting Surgeons for Santa Fe Employees Hospital Association: (A-37018)

SAN FRANCISCO, CALIF.

Dr. Cornelius Doherty	Local Surgeon	490 Post St., Suite 535, 94102
Dr. R. Soto-Hall	*Cons. Orthopedist	2300 California St., 94104
Dr. Howard A. Brown	*Neurologist	2000 Van Ness Ave., 94104
Dr. G. P. Dunn	*Urologist	909 Hyde Street, 94109
Dr. Harold Schulz	*Ophthalmologist	909 Hyde Street, 94109
Dr. W. L. Newburg	*Cons. Surgeon	909 Hyde Street, 94109
Dr. Leland Johnson	*Cons. Orthopedist	801 Portola Dr., #104, 94127
Dr. Grant Morrow	*Dermatologist	909 Hyde Street, 94109
Dr. Maert Kilk	*Otolaryngologist	384 Post Street

OAKLAND, CALIF.

Dr. S. R. Truman	Local Surgeon	426 - 17th Street, 94612
Dr. M. S. Donaldson	Local Surgeon	426 - 17th Street, 94612
Dr. D. D. Dickson	*Orthopedist	3334 Webster Street, 94609
Dr. Wm. Pickard	*Roentgenologist	426 - 17th Street, 94612
Dr. T. T. Nickels	*Urologist	400 - 29th Street, 94609
Dr. H. W. Kohlmoos	*EENT Specialist	426 - 17th Street, 94612
Dr. Jerral S. Seibert	*Dermatologist	411 - 30th Street, 94609
Dr. George Nitz	*Ophthalmologist	426 - 17th Street, 94612

RICHMOND, CALIF.

Dr. L. W. Brown	Local Surgeon	2809 MacDonald Ave., 94804
Dr. Alan Jarach	Asst. Local Surgeon	2160 Vale Rd., San Pablo
Dr. H. C. Getman	Asst. Local Surgeon	155 - 25th Street
Dr. Charles Eberle	*Cons. Orthopedist	2023 Vale Rd., San Pablo
Dr. F. F. Keppen	Eye Specialist	180 Broadway 94804

PITTSBURG, CALIF.

Dr. C. L. Kerns	Local Surgeon	242 East 10th Street, 94565
Dr. E. E. Boysen	Asst. Local Surgeon	3600 Railroad Avenue 94565

ANTIOCH, CALIF.

Dr. H. L. Friesen	Local Surgeon	1130 "A" Street, 94509
Dr. J. H. Libbey	*Cons. Surgeon	1130 "A" Street, 94509

STOCKTON, CALIF.

Dr. J. T. McNally	Asst. Local Surgeon	1610 North Eldorado, 95204
Dr. W. A. Flageman	EENT Specialist	2420 North California, 95204
Dr. Henry F. Quinn	Asst. Local Surgeon	2420 North California, 95204
Dr. Anthony B. Rishwain	Asst. Local Surgeon	211 East Flora, Suite 200A, 95202

OAKDALE, CALIF.

Dr. E. E. Chouret	Local Surgeon	168 South Third Street, 95361
Dr. Wilburn D. Miller	Asst. Local Surgeon	190 South Oak Street, 95361

MERCED, CALIF.

Dr. E. M. Soderstrom	Local Surgeon	510 West 25th Street, 95340
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MADERA, CALIF.

Dr. G. G. Daggett	Local Surgeon	500 East Yosemite, 93637
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FRESNO, CALIF.

Dr. L. R. Nielson	Division Surgeon	1057 "R" Street, 93721
Dr. F. R. Freeto	Asst. Local Surgeon	1347 Wishon Avenue, 93728
Dr. H. R. Kennett	Asst. Local Surgeon	1071 North Fulton, 93728
Dr. T. J. Fuson	*Cons. Surgeon	2944 Fresno Street, 93721
Dr. D. O. Overpeck	Cons. Surgeon	704 Blackstone Building
Dr. F. Dean Berry	Cons. Ophthalmologist	1048 "S" Street, 93721
Dr. Marvin C. Bell	*ENT Specialist	3313 N. Hilliard Lane, 93728
Dr. Clair Steggall	*Cons. Orthopedist	2918 Fresno Street, 93721
Dr. R. A. Donald	Cons. EENT Specialist	1245 "R" Street, 93721
Dr. J. C. Woo, Jr.	*Cons. Internist	1139 "R" Street, 93721

HANFORD, CALIF.

Dr. W. F. Chamlee	Local Surgeon	426 North Irwin Street, 93230
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CORCORAN, CALIF.

Dr. J. D. Spalding	Local Surgeon	1012 Hale, 93212
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WASCO, CALIF.

Dr. W. A. Hagen	Local Surgeon	1241 Seventh Street, 93280
Dr. M. D. Hendricks	Cons. Surgeon	1025 Seventh Place, 93280

SHAFTER, CALIF.

Dr. H. W. Voth	Local Surgeon	565 Kern Street, 93263
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BAKERSFIELD, CALIF.

Dr. Wayland P. Matt	Local Surgeon	1700 "A" Street, 93301
Dr. E. P. Brown	*Cons. Internist	3801 North Union Avenue
Dr. Harry Tyerman	Asst. Local Surgeon	100 "H" Street, 93304
Dr. R. W. Sheldon	EENT Specialist	1629 Truxton Avenue, 93301
Dr. W. F. Casteen	Cons. Ophthalmologist	2007 - 17th Street, 93301
Dr. R. V. Polson	*Cons. Pediatrician	1930 Truxton Avenue, 93301

TULARE, CALIF.

Dr. C. E. Mathias	Local Surgeon	515 East Kern, 93274
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VISALIA, CALIF.

Dr. Robert Rohn	Emergency Surgeon	222 West Willow Street, 93277
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CUTLER, CALIF.

Dr. T. E. Wileman	Local Surgeon	Box 278, 93615
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REEDLEY, CALIF.

Dr. M. S. Gaede	Local Surgeon	1121 "F" Street, 93654
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EXETER, CALIF.

Dr. J. C. McClure	Cons. Surgeon	1014 San Juan, 93221
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PORTERVILLE, CALIF.

Dr. F. L. Wiens	Local Surgeon	193 North Fourth Street, 93237
Dr. R. D. Karstaedt	Asst. Local Surgeon	P. O. Box 1311, 93257

339. (Continued)

TAFT, CALIF.

Dr. R. A. Patrick	Local Surgeon	109 Adkisson Way, 93268
Dr. L. N. Tarr	Asst. Local Surgeon	109 Adkisson Way, 93268
Dr. Arthur Griffin	Asst. Local Surgeon	109 Adkisson Way, 93268
Dr. Agnes Tarr	Cons. Pediatrician	727 Kern Street
Dr. J. Dykes Johnson	Asst. Local Surgeon	530 North Street
Dr. John W. Bitzer	Asst. Local Surgeon	520 North Street

BORON, CALIF.

Dr. Stanley T. Gustin	Local Surgeon	Boron, Calif., 93516
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BARSTON, CALIF.

Dr. Anthony Samorajski	Local Surgeon	747 East Main Street, 92311
Dr. Richard Woodyard	Asst. Local Surgeon	318 East Buena Vista, 92311

\* All cases, except emergencies, must first be seen by our Santa Fe Local or Assistant Local Surgeons, who, in turn, if indicated, will refer patients to Consultants.

Except in cases of emergency, appointments with Association Doctors are necessary for all office visits.

REPORTS-

375. DOCTOR'S ORDERS, FORM 1787 must be issued on Division Surgeon, Local Surgeon or Assistant Local Surgeon, who will, if necessary, refer cases to appropriate specialists, except that at FRESNO and BAKERSFIELD ONLY, in cases where an employe has a foreign body in the eye or requires eye refraction, employes may obtain Form 1787 direct to Association Eye Doctor without first going to Local Surgeon. 9442. 9632.

376. WHEEL REPORTS: Show station number 6 for any cars destined Corwith and/or Chicago, or for movement beyond Chicago.

In off-line destination column

- 1) a - show consignee when shipment destined on Santa Fe rails  
b - show consignee when shipment destined to the junction station where delivered off-line for connecting line delivery.
- 2) show off-line destination (city and state) when shipment destined other than the junction station where shipment goes off line.

Train crews picking up "TOFC" at various blind sidings arrange to list the van numbers on 1318-A Report. Each van can be shown on the lines directly below the flat car number. Also include MR-temperature setting as required by waybill in the P.P.S.I. column.

In preparing wheel report covering perishable loads show in P.P.S.I. column the IR-temperature setting and not the Rule number.

Instructions on reverse side of Wheel Report Form 1318-A Standard amended as follows: 40-ft RB's show kind A4, 50-ft RB's and RE's show kind A5.

Mile post numbers must not be shown on wheel reports when work is performed between stations. Work trains show station number nearest to where work is done. Through trains setting out or picking up between stations should show the next station number in direction of movement.

Form 1318 (commonly referred to as Conductors locomotive sheet) showing diesel units, dates and times departing and arriving terminals is discontinued. There is no change in Form 1318-A Standard covering cars picked up enroute and this must be furnished. A-57004 D-81003

Santa Fe and Southern Pacific have agreed on a standard set of station numbers for the Sunset Railway, which can be used by both companies in the future during their respective five year periods of operation, and which should be used on wheel reports Form 1318-A Std. as follows:

<u>Station Number</u>	<u>Name of Station</u>
13900	Bakersfield
13903	Kern Junction
13904	Bakersfield Corrals
13905	Kavandee
13906	Strader
13908	Wible Orchard
13911	Gosford
13916	Del Kern
13917	Garintee
13918	Lyla
13921	Conner
13924	Gulf
13926	Hillux
13929	Levee
13935	Banks
13939	Pentland
13947	Standard Oil Spur
13948	Taft

377. MILEAGE REGISTER FORMS: Conductors in pool freight service will register actual mileage by date and trip, (except terminal delay and held-away-from-home time). If extra conductor works, he will register mileage for that car.

Extra brakemen will register mileage by date and trip. Extra brakemen tying up at roundhouse will register mileage at their convenience, but must have all mileage registered not later than 12:01AM of the 11th, 21st and 31st of each month. This includes extra brakemen returning from outside assignments. Extra brakemen coming off regular assignments to the extra board will register and show all previous mileage made. Extra brakemen laying off will show date laid off and date marked up. 9703.

Conductors on extra board will register mileage by date and trip. Conductors coming off regular assignment to Conductors' extra board will register and show all previous mileage made. Extra conductors laying off will show date laid off and date marked up. 9702.

Enginemen and Firemen mileage and/or other required information must be shown currently on Form 1216-A Standard. Mileage registration should show miles for which compensation is claimed. A-54042.

378. TIME RETURNS: All train and engine road timekeeping transferred to Centralized Timekeeping Bureau (CTB) at Topeka.

Train employes in Road Service are governed by instructions in Form 836 Std. and must prepare time slips on gray and white Form 827 Std.

Engine employes in Road Service are governed by instructions in Form 836-A Std. and must prepare time slips on Blue and white Form 827-A Std.

All timeslips will be turned in at tie-up points for delivery to Crew Clerks at each location instead of being mailed to timekeeper at Fresno. Agents will make the necessary arrangements to get timeslips to CTB and employes should not mail timeslips direct to CTB.

Implementation of road timekeeping requires timeslips be properly prepared in accordance with outstanding instructions, and the following information is furnished to aid you in proper preparation of your timeslip:

- (1) If employes have a Misc. Claim Code 99 to claim post a "99" and no miles in Miscellaneous Claim Field.
- (2) Complete explanation of Misc. Claim Code 99 must be explained under Remarks which would show miles claimed pertaining to Misc. Claim only.
- (3) Kind of Service and Payment Claimed on trip ticket must not include miles employe calculates to be due him under a Code 99 Misc. Claim. Such claims will be processed in CTB office.
- (4) Kind of Service claimed total miles will include overtime miles, Code 17 initial terminal miles, Code 14 final terminal delay miles.
- (5) Code (10) switching terminal and (26) road switching miles must be total miles claimed under Type of Service "7".
- (6) Claims for Held Away from Home Terminal pay which is predicated on the outbound trip should be shown on the return trip ticket under Misc. Code 99 with information under Remarks referring to the outbound trip. When employes claim Held Away from Home Terminal they should state in the Remarks section the number and date of the train last worked.
- (7) When F.T.D. is claimed the district miles (or good miles) are reduced to reflect the miles actually run. For example when F.T. D. is claimed the kind of service and payment claim should show:

108 + 12 FTD miles or total of 120

109 + 12 FTD miles or total of 121

If no F.T.D. is claimed total miles in the above illustration would be only the miles actually run.

- (8) Vacation claims must be submitted in accordance with Page 3 of the Forms 836:

"Show number of days vacation claimed, dates of vacation, date last worked, last off-duty station, type of service last worked and train number last worked".

- (9) Train numbers are to be complete and must contain the off duty train number, day symbol and section indicator. Trains operating under originating location symbol must show symbol, direction, alpha date and section.
- (10) Meals and Lodging should be claimed as follows:

<u>Code</u>	<u>Description</u>	<u>Payment</u>
25	Meals	1 - Meal
19	Lodging	1 - Lodging
20	Meals & Lodging	2 - Meals & 1 Lodging
07	Two Meals	2 - Meals
09	Hungry Pay (Brown Bag)	1 - "Enroute" Meal

ITEM A. (Where lodging is furnished)

- (1) Employee should not claim lodging.
- (2) Employee who claims one (1) meal will post Misc. Code No. 25 in Misc. Code field.
- (3) Employee who claims two (2) meals will post Misc. Code No. 07 in Misc. Code field.

ITEM B. (Where lodging is not furnished)

- (1) Employee should claim lodging and one (1) meal by posting Misc. Codes 19 and 25 in Misc. Code field.
- (2) Employee who claims lodging and two (2) meals will post Misc. Code 20 in Misc. Code field.

ITEM C. (Meals enroute - Applicable to run thru train)

Employee who claims meals enroute will post Code 09 in Misc. Code field.  
Meals enroute not authorized on deadhead.

- (11) It is not necessary to claim the following with a "99 claim".

ITEM A. Overtime

ITEM B. 10 Minute Passenger Arbitrary Allowance.

ITEM C. Terminal or Road Switching.

(Misc. Claims 10 and 26 not applicable on Coast Lines except at Needles and Riverbank).

Items A and B above should be included in the Total Kind of Service and Payment Claimed block.

Item C should be claimed as both miscellaneous claim and a Kind of Service.

Do not show more than one "99" per employe. Several different claims may be made by merely showing the one "99" and explaining each claim in the Remarks portion of the trip ticket.

- (12) Enginemen claiming additional weight on driver rate of pay for RCE units, must show Code 99 in Misc. Claim block and show the RCE unit number(s) in the Remarks section.
- (13) It is imperative that arrival time be the accurate and exact time the train hits the head-in point. This is necessary in computing employes' Final Terminal Delay allowances.
- (14) All trainmen deadhead claims for deadheading to or from Run Through Freight Service should be claimed by showing number 90070 in the train number field of the trip ticket and showing the miles claimed in the proper Kind of Service field.
- (15) All deadhead claims for deadheading to and from work train service should be claimed by showing number 90060 in the train number field of the trip ticket and showing the miles claimed in the proper Kind of Service field.
- (16) Effective with all service occurring on and after November 1, 1972, the Head Brakeman will prepare a separate trip ticket, and Conductor will not include Head Brakeman on his trip ticket.

All inquiries regarding time claims, vacation pay or overages and shortages of pay should be directed to CTB at this address:

Mr. W. D. Loethen  
Manager Centralized Timekeeping Bureau  
Atchison, Topeka and Santa Fe Railway Company  
P.O. Box 1738  
Topeka, Kansas 66601

Chuck Gunn in Topeka will handle timekeeping matters for the Valley Division and you may reach Mr. Gunn on extension 4352 by dialing the prefixes to reach Topeka from your location.

All correspondence regarding vacation assignments, hospital deductions, health and welfare benefits, diversions of pay checks, withholding tax certificates Forms W-2, changes in withholding tax exemptions claimed on Form W-4, changes in residence addresses, U.S. Savings Bonds, pocket name and SS. stamps, and miscellaneous payroll deductions should continue to be addressed to Superintendent.

In addition to showing Engineman's name on Form 827 Standard, Conductors between Richmond and Calwa must show name of Fireman, or if Fireman pool vacant must show the Fireman pool number.

In order to identify all diesel units including foreign power the following Alpha Suffixes have been assigned and if foreign units in consist employes preparing trip tickets must report the Alpha Suffix immediately after unit numbers:

<u>Alpha Code</u>	<u>Owner</u>
T	TPW
D	DRGT
E	C&S
F	SLSF
M	MP
N	N&V
P	Penn Central, PC-NYC, PRN
Q	BN, CBQ, GN
R	RI
S	SP
U	UP
W	WP
X	MILW
K	NP
Y	FWD
Z	PE

379. Time for computing final terminal delay should begin when train arrives at following switches:

- BARSTON: (1) If train is stopped at east end of Hutt, the east switch at Hutt.  
 (2) If train is not stopped, the switch where enter Barstow yard just opposite the interlocking tower.
- BAKERSFIELD: Eastward trains - heading-in switch at west end of Long Lead or Valley Lead.  
 Westward trains - crossover switch at "G" Street.
- CALWA: Eastward trains - switch where train leaves main track.  
 Westward trains - heading-in switch at Calwa yard. D-57005.

380. FORM 1178: Enginemen will submit, in triplicate, for all accidents.

381. FORM 810: Must be sent by WIRE promptly. When light engine involved, by Engineman; accidents in yards by Conductors, Engine Foremen or Enginemen.

For accidents, including personal injuries, fires, etc., on Valley Division WIRE 810 Report should be addressed to Accident-Fresno, Calwa, Bakersfield and Roadmaster; for accidents between Hammond and Richmond also to Trainmaster Steckton; between Riverbank and Richmond should also be addressed to Accident-Richmond. For accidents between Bakersfield and Barstow include Accident-Barstow.

Between Richmond and Oakland 810 must also be sent to Accident-Richmond and Mechanical Foreman Richmond. Accidents involving engines, except yard engines 1500 and 2300 class, should be addressed to include Superintendent of Shops, Barstow. Show symbol of train, disposition of broken parts and end of car damaged (cast or west), whether car set out. If handling explosives for any of the military branches, regardless of whether they are involved in the accident or damaged, include under remarks in 810 car numbers, contents, shipper and destination of such cars of explosives, stating whether or not damaged. 8600 A-57020.

810 Reports should include the information of air hose failure when such is involved in any accident or break-in-two. In event an undesired emergency not resulting in break-in-two occurs or any air hose failure is detected in your train, conductors will wire the Superintendent and Car Foreman at destination terminal, tagging the failed air hose with train and date, turning it in at the destination yard office to be sent to Car Department. D-10003.

For crossing accidents, 810 Report must locate crossing by number and street number or name. Indicate whether motor vehicle involved IS or IS NOT equipped with radio and whether radio being operated. Ascertain from driver of vehicle the name and, if possible, address of his insurance company. Include such information under Item 9. 7176 A-57020.

Employees involved in grade crossing accidents should get license number or name and address of travelers on the highway who stop at crossing immediately after an accident, even though not actual witnesses. They sometimes can testify whether or not lights were burning, wigwag operating, engine whistle for crossing, or engine bell ringing. When persons near crossing at time refuse to give name or address, write down their auto license number. 3797.

382. BLIND SIDING REPORTS: Conductors will use PCDE Form 63 to report cars set out or picked up at non-agency stations. Leave or mail original and third sheet of Form 63 at agency station to which blind siding is assigned, and mail second copy to Regional Car Distributor-Fresno. Blind sidings are assigned to following stations:

BARSTOW	Hutt-Hinkley
BORON	Jingrey-PCB Mine-Gov't Spur 785.5-Silt-Gov't Spur 797.1-Edwards-Bissel
MOJAVE	Sanborn
BAKERSFIELD	KERN Jet-Landco-Jastro-Rosedale-Jarvin District-Oil City District-Sunset Railway-Porterville Orosi District from Oil Junction to Hollis, inclusive-Joint Track between Bakersfield and Mojave.
SHAFTER	Una-Crome
Wasco	Ivy-Palmo-Neufeld-Elmo-Pond-Sandrini
CORCORAN	Allensworth-Stoil-Alpaugh Spur-Angiola-Blanco Waukena-Paige-Tulare
HANFORD	Guernsey-Kings Park-Pitco-Lucerne-Shirley

FRESNO	Laton-Laton District-Conejo-Monmouth-Bowles-Calwa-Hammond-Figarden-Gregg-Trigo-Iadera-Kismet-Fresno Interurban District-Casty-Lone Star-Mattei Spur-Cecile-Del Rey.
MERCED	Sharon-LeGrand-Planada-Tuttle-Kadota-Pritchard-Fluhr-Winton-Ballico
RIVERBANK	Cortez-Denair-Hughson-Modesto-Empire Jct.-Claus-Escalon-Oakdale Spur
STOCKTON	Duffy-Burnham-Rockwell-Mormon-Woodsbro-Gillis-Holt-Trull-Middle River-Orwood-Werner
PITTSBURG	Bixler-Knightson-Oakley-Brose-Antioch-DuPont-Zee-East Antioch-Sando
PORT CHICAGO	Monsanto-Maltby
RICHMOND	Hair-Glen Frazer-Christie-Collier-Herpoco-Gatcley-Pinole-Rheem-San Pablo
RICHGROVE	Jasmin to Ducor, Inc.-Jovista
PORTERVILLE	Ultra to Strathmore, Inc.
LINDSAY	Mirador to Sides, Inc.
HEETER	Neil to Wyeth, Inc.
REEDLEY	Tokay-Enson-Dinuba-Lacjac-Parlier-Biley-Wahtoke District
CUTLER	Calgro-Sultana-Orosi
VISALLI	Loma-Higby-Peral
ORANGE COVE	Navalencia

If Agents fail to receive necessary pick-up and set-out reports for non-agencies under their jurisdiction and they are not in possession of agent on other side of non-agency, should notify Trainmaster. 1-24002.

Blind siding reports (Form 63) are not required for cars set out or picked up at DuPont, East Antioch, Sando, Zee, Antioch and Pittsburg. 1-24002

383. Conductors file wire report Form 1571 Standard for cars set out bad order, hot box included, at first open office. B-57002

#### DIESEL OPERATION

400. Section 5 of the National Diesel Agreement signed at Chicago May 17, 1950, by Representative Carriers' Conference Committee and the Brotherhood of Locomotive Firemen and Enginemen contains the following:

"Section 5 - On multiple-unit diesel-electric locomotives on high speed, streamlined, or main line through passenger trains a fireman (helper) shall be in the cab at all times when train is in motion.

NOTE 1: The term main line through passenger trains includes only trains which make few or no stops.

NOTE 2: This rule shall be strictly observed by firemen (helpers) and the carriers will not permit instructions to be issued to the contrary. The carriers shall post notices in the cabs or on bulletin boards according to the custom of the road, advising firemen (helpers) who violate this rule shall be subject to discipline. No claims or grievances will be made with respect to any discipline assessed for violation of this rule."

No trains on this division are designated as falling within the scope of this provision. D-29001

401. A locomotive unit involved in a heavy impact must be shut down immediately and the locomotive not re-started until determined by inspection and known that it is serviceable. The Chief Dispatcher and the Mechanical Department Supervisor for the territory must be notified by first means of communication and the information shown on the work report.

402. Locomotives that are equipped with a hump control and a special speed recorder for close control of low train speeds to be used in loading coal at mines, as well as starting trains under difficult conditions.

To operate the hump control: Place the rheostat in minimum position and the switch (on the end of the hump control box) in "ON" position. Switch in the "ON" position activates the hump control and the special speed recorder. Advance the throttle to any position required to move the train at the desired speed, using highest possible throttle position to provide proper cooling for the traction motors. Move the hump control rheostat from minimum position to accelerate or maintain the desired speed using the throttle as necessary.

After using the hump control, place the hump control switch in "OFF" position and the rheostat in minimum position. Care should be taken when turning the hump control switch to the "OFF" position as locomotive will operate normally and will respond to the position of the throttle.

Never have more than one (1) hump control in service at the same time. All units in the consist, other than the one being used for control, should have the hump control switch in the "OFF" position and the reverser handle removed from the control stand.

403. Enginemen are required to have and be governed by Form 2501-B Standard, Remote Controlled Equipment Rules.

404. Engines handled dead in passenger trains should be trained on head end behind train engine or engines.

Engines handled dead in freight trains should be handled immediately behind train engine, or engines, when practicable, but in any event not more than five cars from head end.

Yard switcher type engines moved dead in train must have both couplers blocked to limit the total swing to 12 inches measured at the knuckle pulling face.

405. Do not attempt to rerail a unit of any engine with power applied to any wheel of a truck that is derailed. If one truck has none of its wheels derailed, it is permissible to apply power to this truck provided all traction motors on the derailed truck are cut out, and also provided that the center casting of the pulling truck is fully engaged and the locking devices are in place. If the engine consists of more than one unit, any unit which is not derailed can be used to pull a derailed unit back on track.

The method used to rerail an engine should be carefully considered in regard to possible damage to traction motors, gear cases and cables.

When an engine has been rerailed, a close inspection must be made of trucks, wheels, journal boxes, center castings, side bearings, traction motors, traction motor gears, gear cases, traction motor bearings, traction motor cables, cable connections and insulation. All must be safe for operation before the engine is moved.

406. ARMATURE BEARING FAILURE - LAMP INDICATIONS

The failure of a traction motor armature bearing will result in one of two types of protective apparatus indications as follows:

1. If motor and wheels are locked by a bearing failure without accompanying electrical damage, the wheel slip relay will cause the wheel slip indicator to flash on and off. Reducing the throttle and applying sand will not overcome this type of wheel slip indication.

Generally, a defective bearing will not lock the wheels until the first time the locomotive is stopped after actual failure of the bearing. However, as soon as power is applied to start the locomotive, wheel slip light will be a warning that one pair of wheels is in distress, either slipping or sliding.

2. Ground relay action will result if the bearing is damaged to the extent that the armature strikes the motor field pieces, or is displaced laterally far enough to damage the brush rigging. In some cases it will be possible to reset the ground relay after its first operation, and operate the traction motor for a short time before the ground relay trips again.

If wheel slip light indications continue after reducing the throttle and application of sand, locomotive should be stopped and observe all wheels for sliding while the locomotive is started.

A traction motor with bearing distress, which might cause repeated ground relay actions, is more difficult to detect. In such instances the locomotive should be stopped and inspect all traction motors on the particular truck or unit for hot bearing by either smelling or feeling.

Under no condition of repeated wheel slip indication or repeated ground relay action should locomotive unit be isolated and a locomotive continued in service without first making the above mentioned inspections.

When it becomes necessary to cut out traction motor on line, crews should carefully watch the wheels on which traction motors have been cut out to determine that they are turning and under no circumstances should the locomotive be permitted to proceed beyond the next terminal, until Mechanical Department man has made proper inspection. If, after the inspection, it is determined the locomotive is safe to proceed all crews handling locomotive should be alerted to watch unit closely for slid flat wheels.

407. Enginemen will provide themselves with a copy of Santa Fe Operating Manual Diesel Electric Locomotives, Form 2503 Std., thoroughly familiarize themselves with instructions contained therein and will be governed thereby.
408. A gauge is provided in the cab to indicate the steam train line pressure carried on the locomotives. If necessary to increase or decrease the pressure, it is necessary to change the adjustment on the pressure switches or water by-pass regulators located on the steam generators in the power plant.
- The indicator light marked "Boiler Off" lights when the steam generator shuts down for any reason. To re-start the steam generator it must be done in the usual manner.
409. Enginemen will see that tools, equipment, and supplies on locomotives will not be permanently removed and will be replaced in proper location after use, and the absence of same, will be reported on work report.
410. Passage to or from any hood type units or cab ends of carbody units in multiple operation, must be made only after the locomotive has stopped, unless equipped with properly positioned collapsible end platforms.

The collapsible platforms on front and rear ends of a locomotive must be locked in the "up" position and safety chains properly applied.

411. To avoid or minimize arcing and flash over damage to traction motors, safe power level must be obtained before the mechanical shock of wheels passing over a railroad crossing at grade occurs.
- A. Switch locomotives: approaching crossing, partly close the throttle to reduce traction motor current, as much as practicable.
  - B. Road Locomotives: a speed above 25 MPH, at least 8 seconds before reaching crossing reduce throttle to Run 4 position. If operating in Run 4, or lower, or at a speed below 25 MPH, 8 seconds before reaching the crossing, reduce the throttle one position.

The same handling is required for an R.C.E. remote consist as it approaches the crossing. After all units of the consist have passed over the crossing throttle may be advanced.

412. On locomotives, air hoses must be in place, coupler locks properly applied or placed in holder when not being used and must not be allowed to hang loose.
413. Reverser levers, brake handles and jumper cables must not be removed from any locomotive unit, except in emergency or when necessary to do so. When such equipment is missing or defective, the Mechanical Department Supervisor must be notified.
414. Enginemen will not open or close the generator field while throttle in open position.
415. The rotating amber flashing warning light on the control unit of engine so equipped should be turned on when engine is being used in train or yard service and turned off when engine is placed on tie-up track.

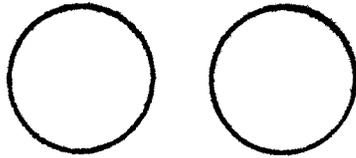
416. MODIFIED GE CONTROL STAND  
7500 AND 8500 CLASSES

8500 Class Locomotive Control Stands are now being modified and the 7500 Class Locomotive Control Stands will be modified to the three handle arrangement. The Selector Handle, Throttle Handle, Reverser Handle and Braking and Motoring Lights comprise the modification.

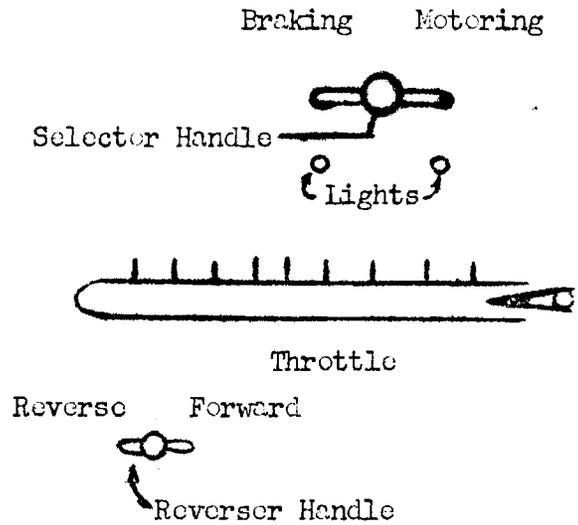
The following units have been modified: 8500-8501-8502-8503-8504-8505-8506-8507-8508-8509-8510-8511-8512-8513-8514-8516-8517-8518-8519-8520-8521-8522.

The remainder of the 8500 Class and 7500 Class will be modified progressively and the same instructions will apply.

The general arrangement of the modified Control Stand is shown in the following sketch:



AIR GAUGES



To operate in power:

- (1) Place Selector Handle in motoring.
- (2) Place Reverser Handle in direction desired.
- (3) Open Throttle as needed - Positions 1 through 8.

To operate dynamic braking:

- (1) Place Throttle in idle position.
- (2) Place Selector Handle in braking.
- (3) After 10 SECONDS DELAY control braking effort by advancing Throttle as needed.

The motoring or Braking Light will light showing mode of operation.

417. Diesel units 5660 and 5661 are equipped with a locked wheel detection system, that will sense a sliding wheel even though the wheel slip protection for that particular wheel is deactivated. In the event that a locked wheel is detected, the following indications will be given to the crew:

- I - Wheel slip trainline wire will be energized thus giving a constant wheel slip light to the engineer.
- II - The alarm bell trainline wire will be energized giving a continuous alarm.
- III - A locked wheel light on the engine control panel will be a local indication on the unit affected.

If an indication of a locked wheel is had, the crew should do the following:

- I - Stop the train and inspect for locked wheel. Give unit a rolling inspection observing for actual locked wheels.
- II - If locked or sliding wheel is observed, reset the system by using the locked wheel cutout reset switch located on the engine control panel.
- III - Follow normal railroad procedures for handling a unit with a locked or slid flat wheel and notify all concerned parties by company wire.
- IV - If indications that signal received was a false signal (malfunction in locked wheel detection circuitry), place the locked wheel cutout/reset switch in the cutout position and follow normal railroad procedure for notification of proper operating and maintenance personnel.

418. Disposing of waste materials, such as paper towels, rags, etc., by throwing into chemical toilets now being placed on locomotive units and cabooses is prohibited. Such materials, particularly paper hand towels, will plug the outlet pipe and render the chemical toilet inoperative. A-60080

419. On Classes 300-325 and certain units of the 2500 Class 36 psi is the normal independent brake cylinder pressure. Control stand will be stencilled "36 PSI IND." A-94006

420. New locomotives Class 8700-8714 and 5625-5661 will MU with all Santa Fe Units as far as air brakes are concerned. Independent brake cylinder pressure will read 81 psi max. The control stand will be stencilled "81 PSI IND." A-94006

421. Enginemen report by radio to Operator at first opportunity condition of any unit that is not working 100 percent stating unit number, if traction motors cut out, engine shut down, or type of trouble experienced and where condition first noted. This to include traction motors not working out of terminals. Operators see information immediately transmitted to Dispatcher.

This does not relieve Enginemen from making work report as required.

When malfunction is corrected enroute, Engineman will tell Operator to notify Dispatcher and in addition indicate on work report where and how the condition was corrected. C-27001.

422. 4000 Class Locomotives. Engine must be stopped before changing reverse lever from forward to reverse position; or from reverse to forward position, even though throttle is in idle. If this procedure is not followed, wheels will slide. The throttle being in idle will not stop wheels from sliding on this locomotive if reverse lever position is changed while locomotive is in motion.

In addition to other bulletins, following bulletins are in effect at Calwa-Bakersfield-Stockton-Hornon-Richmond Yards:

1. Timeslips:

Engine Foreman, Yard Helper, Engine Herder, Yard Pilot, Car Retarder, Bleeder, Skatemen and Switch Tender, are governed by instructions in Form 836-B Standard and must prepare time slips on pink and white timeslip Forms 827-B Standard.

Yard Engineer, Yard Fireman, Outside Hostler, Inside Hostler and Hostler Helper are governed by instructions in Form 836-C Standard and must prepare timeslips on yellow and white timeslip Forms 827-C Standard.

To claim Holiday Pay - regular assigned employes do not make a separate ticket or claim for the holiday on or before the holiday itself but claim the 'Miscellaneous Claim Code No. 80' in the Miscellaneous Claims column opposite their name on the regular working trip ticket of a regular working day following the date of the holiday.

Extra board employes follow the same procedure unless, they do not work within two (2) days following the holiday and in that case file a separate 'Special Claim' claiming the holiday.

Employes that get an early quit or turn-in from the Yardmaster must show their regular assigned hours (example: 0800-1600, Total Time 8 hours) and show the early turn-in time in the 'Remarks Section' of the trip ticket (example: 0800-1530). Further, the foreman must show a total of 8 hours in the 'Distribution of Switching Time' portion of the trip ticket."

The reason for miscellaneous claims must be shown in the "Remarks" column.

In order for tickets to be properly approved before forwarding to CTE, Engine Foreman will show on timeslip, track on which work performed, time work performed, and name of party authorizing work, when making claim for allowance for coupling air hose, and if on transfer give number of the two cars on which coupling is made.

In regard to Item 12, Page 2, Form 836-C Std. only one group of road units to be shown in spaces reserved for road units on trip ticket and second group of units used for switching should be reported under remarks and Code 99 shown in miscellaneous claim.

The tickets must carry this crew number near top of the ticket in white space marked: "Crew or Position No." Crew numbers are as follows:

Crew		Crew		<u>CALWA</u>		Crew	
No.	Job	No.	Job	No.	Job	No.	Job
101	7:30AM City	201	3:30PM West	301	11:30PM City	811	6:30AM Hostler and Helper
102	7:30AM West	202	3:30PM East	302	11:30PM West	821	2:30PM Hostler
103	7:30AM East	203	3:30PM Tramp	303	11:30PM East	831	10:30PM Hostler
104	7:30AM Tramp			304	11:30PM Tramp		

BAKERSFIELD

101	7:00AM West	201	3:00PM West	301	11:00PM West	811	6:30AM Hostler
102	7:00AM East	202	3:00PM East	302	11:00PM East	812	7:00AM Hostler
103	7:00AM West	203	3:00PM West	303	11:00PM West	821	2:30PM Hostler
104	7:00AM East	204	3:00PM East	304	11:00PM East	822	3:00PM Hostler
105	7:00AM West	205	3:00PM West	305	11:00PM West	831	11:00PM Outside Hostler and Helper
106	7:00AM East	206	3:00PM East	306	11:00PM East	832	11:00PM Inside Hostler

RIVERBANK

204 5:30PM Tramp

MORMON

101	7:59AM East	201	3:59PM East	301	11:59PM East
102	7:59AM West	202	3:59PM West	302	11:59PM West
103	7:59AM Port	203	3:59PM Port	303	10:30PM City

RICHMOND

101	7:00AM Tramp	201	3:00PM West	301	11:00PM West	511	7:00AM Pilot
102	7:00AM East	202	3:00PM East	302	11:00PM East	521	3:00PM Pilot
103	7:00AM East	203	3:59 PM East	303	11:59PM Tramp	531	11:00PM Pilot
104	7:59AM West	204	3:59PM West	304	11:59PM Tramp	811	7:30AM Outside Hostler and Helper
		205	3:59 PM Tramp			821	3:30PM Inside Hostler
						831	11:30PM Inside Hostler

SAN FRANCISCO

101	7:00AM Tramp	201	3:00PM Tramp	301	11:00PM Tramp
		202	3:00PM Tramp	302	11:00PM Tramp

2. Photographing:

Photographing of Company equipment or property is prohibited without authority of Trainmaster or Agent.

3. Interchange and Per Diem:

When placing cars on interchange for delivery to foreign line which do not completely fill track on which being placed, the cut should be

shoved just to clear the farther end of track, and if second or additional deliveries made before foreign line pulls track, the cuts must be coupled.

4. Meal Period:

Yardmen are prohibited from working through their meal period unless specifically authorized to do so by Yardmaster and Yardmaster is not to authorize unless necessary, making notation in Yardmasters' log book reason therefor, and yardmaster authorizing must sign and so indicate on yardman's timeslip. At the expiration of the meal period and all members of the crew are not available, the engine foreman will arrange to notify yardmaster when members of crew have returned from lunch and are available to go to work.

5. When pinpuller, or other member of the switch crew is left on lead after engine going into track, he will remain on lead and see that lead is properly lined for his outbound movement, and give proper signal when he approaches the lead.
6. Card and checker playing in switch shanties or on company property is strictly prohibited.
7. When switching cars, care must be taken to prevent couplers slipping by each other. Employees must adjust couplers to prevent slip-by. Particular attention must be taken when cars are on curves or track turnouts and in such cases will be shoved to a safe coupling to prevent slip-by and derailment.
8. Engine Foreman will check their crew including Engineman immediately after going on duty, and if all members are not available will notify Yardmaster at once.
9. Engine Foreman will notify the Yardmaster immediately upon completion of work given him by the Yardmaster.
10. Crew will not tie up until Engine Foreman secures permission from Yardmaster.
11. Foreman of Yard Engine will prepare Form 957, Work Train Wheel Report, when employed in work train service for four or more consecutive hours.
12. Partial unloading cars spotted at industries or on team tracks will not be moved from these locations until such time as the Agent's forces have an opportunity to brace and issue written releases.
13. Engine Foreman switching train with switch list or consist will date and sign name on the list or consist and turn over to Yardmaster.
14. Yardmen laying off after called or after board marked claiming sickness must present release from doctor before being marked up.

15. The following instructions pertain to Yardmasters, Engine Foremen and Switchmen at locations where car location and inventory control (CLIC) System in effect.

(A) Yardmasters must familiarize themselves with the entire CLIC operation.

(B) Yardmasters will mark on mechanical printed switch list track number to which each car will be switched, where "cuts" will be made, and in what order cars are to be switched. List or lists will be given to Engine Foreman with one copy being retained by Yardmaster.

(C) Upon completion of switching Yardmaster will show time, Engine Foreman's name, and which end of yard switching was performed.

(D) After switching has been performed Yardmaster must mark on his copy of list any changes or deviations in switching reported by Engine Foreman.

(E) After switching is completed and changes or deviations noted, Yardmaster will return copy of marked list to the CLIC Clerk. He must tell CLIC Clerk where cuts were made and which end of the yard switched. Also must advise time switched and Engine Foreman's name.

(F) The Yardmaster may make switch moves when necessary without a switch list, but is responsible for reporting such moves to the CLIC Clerk.

(G) Yardmaster will receive information concerning cars being bad ordered, carded home for repairs, and re-classified. He must report this information immediately to the CLIC Clerk as it often changes the status and destination of a car.

(H) Yardmaster must report switching to CLIC Clerk in proper sequence.

(I) When a track is "closed out", or in other words a train or transfer cut is made up in a track and the CLIC Clerk has been so advised so that bills can be pulled, the Yardmaster must see that no more cars added to that track unless absolutely necessary. When such cars must be added, the Yardmaster will immediately notify the CLIC Clerk to prevent cars moving out of the terminal without bills.

(J) Any time a cut is doubled to a track the Yardmaster must advise the CLIC Clerk from which end of the yard the double was made and, number of cars being doubled. (Entire track, or give cut number.)

(K) Engine Foremen will be responsible for being familiar and complying with instructions contained in the colored booklet listing "Industries, Industrial Zone, Track, Spot Number - Laps." These booklets will be obtained from Yard Office.

(L) Engine Foremen will receive mechanical printed switch lists after Yardmaster has marked track number cars are to be switched into, and where "cuts" will be made on the list. The Engine Foreman will be responsible for seeing that cars are switched as marked and "cuts" are made as designated. (Lists must be checked to assure correctness before cars switched.)

(M) Engine Foremen are responsible and must see that cars go into tracks in the proper order as shown on the switch list.

(N) Before changing or deviating from switching as marked on the switch list the Engine Foreman will first contact the Yardmaster. If unable to do so he must immediately advise the Yardmaster of changes or deviations on completion of handling that particular switch "cut".

(O) Engine Foreman finding extra cars in a track, not shown on the switch list, must report same to the Yardmaster for further instructions. The same applies to cars shown on the list but not actually in the track or switch "cut".

(P) Other members of the switch crew will perform their duties so as to see that cars go to proper tracks. If a Yard Helper lets a car go into a wrong track by mistake he must report same to Engine Foreman before next switch cut is handled.

(Q) Yard crews will not add cars to a track or remove cars from a track without proper instructions from the Yardmaster.  
D-65031.

#### BAKERSFIELD

1. Engine Foreman making trip to transfer and picking up loads or empties for delivery to the transfer will give the Car Clerks the numbers of the cars picked up.
2. All work orders, switch lists and consists of trains that are switched by Engine Foreman must be signed and placed in box provided for that purpose under the Yardmasters' tower at completion of your shifts. Foremans' work lists, Form 16 Std., must be turned in together with their timeslips to the yard office. See that there is no failure to so handle.
3. When performing service on joint Southern Pacific and Santa Fe tracks, Oil City Branch, which is located two poles west of west end of Compress platform, Oil Junction, switching will be performed in accordance with Southern Pacific rules, and Southern Pacific Trainmaster should be consulted if there are any questions or interpretations of Southern Pacific Rules.

4. Under no circumstances should freight equipment be handled through roundhouse track No. 4 account will not clear washing equipment on this track.
5. Helper engines will not be cut in to shove against any piggyback flat or any other car 70 feet in length or longer.
6. Any engine going from 15 lead to 9 lead or 9 lead to 15 lead, pinpuller will accompany the engine over the crossover switches and back down the lead to track desired to use.
7. Switching limits have been extended from Oil Junction, Mile Post 308.6 to Mile Post 307.66, in order to switch Kern Fruit Packing Shed. This makes it necessary for yard crews to enter Southern Pacific main track at Oil Junction to Kern Fruit Packing Shed and crews will be required to work under Southern Pacific Rules and Regulations of the Transportation Department from the time they enter Southern Pacific main track until returning to Santa Fe yard.

In order to enter the main track, crews will be governed by Southern Pacific Rule 769 which reads:

"Main track or a controlled siding must not be fouled unless authorized by absolute signal indication or by permission from train dispatcher. Certain main track hand-operated switches are equipped with electric switch locks, and train dispatcher's permission must be obtained before door on high-type switch lock is opened, or switch lock removed from keeper of low-type switch lock.

"Before granting authority to enter main track at hand-operated switch train dispatcher must protect movement by placing absolute signals in stop position."

and then be governed by Rule 765 which reads as follows:

"When necessary to perform switching and track is unoccupied, train dispatcher must designate the work limits and clock time limit that must not be exceeded. He must immediately actuate levers on control machine to display stop indication in an absolute signal at the entrance to each end of work limits and place red tags on the levers controlling such absolute signals. The tags must not be removed or attempt made to change position of dual control switches within the limits until train or engine has reported work completed or track cleared.

"Trains or engines granted work limits and clock time limit may occupy the main track and move in either direction within such limits without protection by flagman, passing automatic block signals displaying stop indication without stopping but all movements must be made with caution.

"To hold work limits for time authorized, main track must be occupied continuously, or main track switch left open. If

track is cleared and switches restored to normal position, new authorization must be obtained before re-entering main track.

"Unless granted an extension of time, a train or engine must be clear and reported clear of the work limits before clock time limit given. If impossible to clear the limits by the time specified, protection by flagman, in both directions, as prescribed by Rule 99, must be afforded at that time.

"Train dispatcher must be notified by member of crew when train or engine is clear of work limits, except that when train dispatcher authorizes by signal indication, a train or engine to move out of work limits in the same direction in which it entered, it will be considered reported clear when such train or engine has passed out of work limits by signal indication.

"When train or engine request work and clock time limits or reports clear of work limits, employe will state his name, occupation, location, and train or engine number. Work and time limits granted must be repeated to train dispatcher, and if correct, response 'OK' will be given."

8. When spotting Bakersfield Sandstone & Brick Spur, you must take out empties and respot part loads in same position as found, and new loads cut in.
9. In switching Sandstone Brick or Union Avenue Team, leave no cars on either main line between crossover and Baker Street. These signals are not to stop all traffic on Baker and Truxton crossing tracks and the Police Department has complained bitterly.
10. Under no circumstances will cars be moved that are being iced or worked on by Ice Dock employes. If necessary to move cars, Engine Foreman will notify Machine Operator, or Dock Foreman, and icing will be discontinued until after move is completed. B-61042.
11. Whenever Ice Plant is unloading salt at salt bins on Tracks 19 and 20, men will be protected by blue flag on each end of car. Yardmen should be alert to the blue flags placed on those cars.
12. Crossing over material track to the Ice House must be kept clear at all times.
13. Crossing just east of ice house, between roundhouse and wash tracks lead, must also be kept lined for lead at all times when not in use.

Crossing from 14th Street into Ice Plant Bakersfield must be kept clear at all times.

14. Engine Foreman will examine each side of cars of autos listed to spot on House #2, also, cars of paper for Hartman's Warehouse, and if are carded to "Unload from this side", car will be turned, if necessary, so that unloading side is on the north. Also, cars for Huebsch Originators.
15. When you receive lists from Yardmaster as to the spotting of these cars on industries which have more than one door and door number is not indicated on list, you will request information from Yardmaster as to which door it is to be spotted.
16. Foremen's work list must show all cars spotted to and removed from industries, House 1, 2 and Team Tracks. Seal record of loaded cars are to be shown on all loads spotted except House 1 and the Compress. It is not necessary to show seal records of cars removed from industries.
17. Form 16, Foremen's Work List, must have the time shown and the number of cars when leaving for the transfer, when you arrive at the transfer, time you leave the transfer and the time that you arrive back in the yard and number of cars returning.
18. Have complaint from Signal Oil Co., Bakersfield, that crews are not abiding by the non-smoking rule while switching their plant. This may involve a serious fire hazard and there should be no smoking while on their property.
19. The San Joaquin Compress Company does not order more cars from the SP and ATSF than their platform will accommodate. Therefore, all cars ordered from us should be at the platform and not left hanging over.
20. When company diesel tanks are ordered to be spotted at Mohawk Petroleum Company, they are to be spotted at spouts 5, 7 and 9 unless otherwise instructed.
21. Foreman will see that they have at least two low cars next to caboosc. Whenever this will place cars out of the proper block, the foreman will consult with yardmaster before making the change.

The responsibility for the proper makeup of rear of trains rests with the Engine Foreman and you will be expected to properly handle.
22. When switching cars into track adjacent to tracks where car inspector carts are working, cars will not be allowed to pass same unattended. There must be no failure to handle as outlined.
23. The switching in east end of Bakersfield yard with cuts of more than 18 or 20 cars will be discontinued unless you have authority from Yardmasters to do so.
24. When switching in Bakersfield yard and using hump signal, when reverting to hand signals, be sure hump signal is off in order to avoid any confusion between signals.

25. Hump signal located at "F" Street is to be used for 15 lead only unless a thorough understanding is had between engineer and engine foreman, then this signal may be used to work from bamboo thru crossover to 15 lead.
26. We recently lost some waybills out of the waybill box at the SP transfer. This box is equipped with SP switch lock on one end and a Santa Fe lock on the other end. It is imperative that we leave the box locked after use.
27. No moves will be made on SP Interchange Tracks that will involve a claim of any kind without first consulting Yardmaster.
28. Foreman will show on back of timeslips the time that engine passes old location of yard limit board enroute to Mepeco and the time passes same location on inbound trip. This applies on First District only.
29. A man must ride the point at all times when shoving cars into Rip A, B, C and D.
30. Following is overhead clearance restriction for loaded tri-level cars on rip track, Bakersfield. Cars in excess of 16'6" on Rip "C" and 15'6" on Rip "D" will not clear overhead structure.
31. In working rip tracks, "one-car spot", on Tracks A, B, C and D, engine must not go beyond end of shed on east or west end of shed on Tracks "C" and "D". There will be a sign placed on end of building over Tracks "C" and "D" and engine must not go beyond this point, and cars must not be shoved during spotting of "C" and "D" west of yellow line at blacksmith shop crossing east of the one-car slab.
32. Any time the rip track is working on tracks "C" and "D" and cars are to be added, they must not be coupled into cars already on these tracks without permission from Car Foreman; however, when force is not working on rip tracks between east end and blacksmith shop crossing, cars may be coupled together.
33. When setting piggy-back cars on Rip "B", cut must be made between each car.
34. The wig-wag on some of the crossings between Chester Avenue and Kern Junction do not work until cars or engines are on the crossing on movements against the current of traffic. When possible, move with the current of traffic in this section. If not feasible to do so and you move against the current of traffic, every effort should be made to avoid accidents.
35. The wig-wag signal at 21st and Gage Streets is bonded for 40 feet on each side of the street crossing. Clearance points marked with yellow paint. Under no circumstances are cars to be left on transfer between these yellow clearance points.

36. Due to Rip Track forces having difficulties with cars rolling together on MTC Tracks 30 and 31 and not having sufficient space between cars to properly maintain MTC equipment, when spotting Tracks 30 and 31 the east wheel of the east end of the car must be spotted over the rod tags placed on the ties on the south side of Tracks 30 and 31. In switching MTC cars on 30 and 31, in spotting and making cuts, handbrakes must be left on each car.

37. KERN JUNCTION INTERCHANGE TRACKS to Southern Pacific designated as follows:

- Track No. 1 - Southern Pacific to Santa Fe
- Track No. 3 - Santa Fe to Southern Pacific
- Track No. 2 - Overflow (SF to SP - SP to SF)

In making delivery to SP, Track No. 3 should be filled first. If Track No. 3 will not hold all the cars, balance go on Track No. 2. If Tracks Nos. 3 and 2 do not hold all cars in cut, remaining cars should be placed on Track No. 1 only after securing permission from SP Yardmaster. If the cuts do not completely fill the track, they should be shoved to the extreme east end and, if additional deliveries are made later, they should be coupled to the cuts already in the track. No shoves will be made on cars already standing in interchange tracks unless authority is received from Santa Fe Yardmaster. 9542.

38. At BAKERSFIELD, dual control switches east end yard on 9 lead, 15 lead and tracks 10 through 14, may be operated manually with switch stand lever in usual manner, or remotely controlled from control boxes located near Switch 12 and Switch 17, in accordance with instructions in control boxes:

#### OPERATING INSTRUCTIONS

- 1) Do not attempt to line switch when car on or over same.
- 2) To operate switch press corresponding red button and remove finger immediately otherwise switch will continue moving back and forth, from one position to the other.
- 3) Yellow light burning indicates switch lined for that track.
- 4) White light burning indicated switch lined for ladder track at that switch.
- 5) In handling 9 lead or 15 lead switches be sure no other engine working over these points before attempting to line switch.
- 6) Door of panel box must be closed when not in use.
- 7) Switches must not be run through. D-71067.

39. BAKERSFIELD: Gate at Tesco Petre equipped with blue flag or light. Crews finding blue flag or light on gate sound four (4) short whistle blasts so the workmen will remove same to allow switching to be done.

40. BAKERSFIELD: On engine leads south of Ice Plant, between cross-overs just east of Ice Plant and west of Ice Plant, engines will move with current of traffic only. North track, or track next to Ice Plant, will be used as westward lead; the other, or south track will be used as eastward track. D-71019.

FRESNO - CALWA

1. ENGINE FOREMAN MAKING DELIVERY TO INTERCHANGE:

Leave bills in the box located at interchange. Switch list should be signed showing time cars placed on interchange and left with Yardmaster. When pulling the transfer, get bills out of bill box and deliver to Yardmaster along with the switch list which must be signed, dated and timed. PLEASE WATCH THIS CLOSELY.

Engine Foreman placing cars on interchange or pulling interchange will move on switch list, either Santa Fe or Southern Pacific as the case may be. Engine Foreman must only deliver or pull cars listed thereon.

At Calwa, yardmen will not pull cars delivered in interchange movement from Southern Pacific trackage unless the delivery amounts to more cars than the interchange track, both receiving and delivering, can accommodate.

2. DESIGNATED TRACKS:

Track No. 3, caboose track.

Track No. 4, hold track.

Track No. 6, cars for Fresno.

Track East 2, west shunts.

Track East 3, hold cars to industries served at Calwa such as Orange Avenue, Sunland Industries, Ranchers Cotton Oil, Fresno Agricultural Chemical Co., Fresno Mill, etc.

Track East 4, Branch local cars.

3. RIP AND WASH TRACKS:

Yardmen working the wash and rip tracks will familiarize themselves with spotting signs and spot cars accordingly.

On repair tracks, good clearance should be left at the point where the shanty lead cuts into the wash tracks and cuts made where runways have been provided across Rip No. 1 and Rip No. 2 at Oil Shanty across Rip No. 2 at the Air Shack. With these exceptions, cars left on wash track should be all coupled and not left in small cuts.

4. NCL AND REPUBLIC SPOTTING:

Cars for National Carloading, if only two cars, spot one on house opposite Door 2 and the other one on Sherty so it can be unloaded into house through the car on Door 2. If more than two cars, spot the third car on house track opposite Door 5 and the other on Sherty with door lined so it can be

unloaded into house through the car. Box cars have preference over reefers for spotting on house track. This lineup will give a four car spot and works as a general lineup on spotting National Carloading cars on House Track, Fresno.

5. TRACK 180:

Track 180, so-called PPA Spur, Calwa yard, has been extended through Orange Avenue Crossing No. 2-995.1 and is in service. No train, engine, motor or car shall be operated over the crossing unless first brought to a stop and traffic on the street protected by a member of the train crew or other competent employe of the Railway Company acting as flagman. Furthermore, during the hours of darkness, movement shall be further protected by placing a lighted fusee on each side of the track.

6. SWITCHING ROMA WINERY:

West gate, Roma Tank Car Track is provided with Santa Fe and Southern Pacific switch locks. Engine Foreman spotting cars on this track must see that gate is opened before making the last car spot so gate will not be knocked down. Close and lock after work completed. When switching inside Roma plant storage tracks paralleling Orange Avenue, keep end of cars at least 25 feet each side of track driveway from Orange Avenue to grape crushers. Railroad gate in the fence at the southeast corner of Schenley Industries along Church and Orange Avenues, should be closed after entry into the plant and remain closed until departure. In other words, this gate should be left in a closed position at all times except when actually using it.

7. SWITCHING:

When switching Hill Track, Fresno, look out for close clearance cars spotted at Suncraft of California industry track.

8. SWITCHES LINED:

"Old Team Track Lead", Fresno, must be kept lined for the East Team Track and not for track leading over Santa Fe Avenue.

9. SWITCHING VENTURA AVENUE:

Engine Foreman will refrain from switching over Ventura Avenue all that is possible until after 6:00 PM.

10. YARDMEN'S BIDS:

Yardmen's bids may be submitted in duplicate to crew clerks or Agent for signature on duplicate copy of bid, showing date and time received, returning same to the employe and original bid will be retained by Agent's staff to determine senior applicant. Yardmen submitting bids at variance to the above, such as Western Union, U.S. Mail and Company mail, will be at the risk of party submitting same. Calwa yardmen submitting written requests for Calwa Brakemen's Extra Board will hand same to Crew Clerk at Calwa who will stamp time and date received, and initial, and forward in next mail to Trainmaster's Office, Fresno. B-54008.

11. IMPAIRED CLEARANCE:

Volker Spur should not be used beyond east end of warehouse.

12. At FRESNO, Safety switch point locks placed at east yard switch and at west yard switch on north TCS track. Foot pedal on switch locks must not be touched with hand except for purpose of unlocking and locking switch. If hasp does not return to normal position when switch is lined, re-open switch and repeat the process. Do not under any circumstances try to pull foot pedal up by hand due to tension in steel. A-71029.
13. When necessary to spot a car or pick up a car from Dow Chemical U.S.A., Fresno, you must first contact supervision to make necessary arrangements and this can be done by dialing Extension 245 from the phone at the outside airway building adjacent to Dow Chemical Spur Track.
14. Calwa: Crows of westward trains or engines using "Pike" lead to enter main track must first obtain permission from train dispatcher. A-39008.

Eastward freight trains unable contact operator or yardmaster at Calwa for track, stop and call yardmaster before fouling cross-over just west of Jensen Avenue.

Eastward freight trains yarded or on the main track at Calwa, unless specifically advised to the contrary, stop the engine west of the enginemen's crosswalk at the east end of the yard, allowing the crossing to be clear for inspectors' go-carts. A-94006.

15. When spotting or pulling cars at new Levi's Iron and Metal plant, Calwa, located off Visalia main track at Chestnut Avenue, do not enter plant more than four (4) car lengths from the gate. This plant has their own engine and will do spotting of cars inside their property. D-65000

#### STOCKTON - MORION

##### Section I - SWITCH MOVES OVER STREET CROSSINGS & BRIDGES:

###### (A) STREET CROSSINGS:

1. The State Railway Commission requires a member of the crew to precede an engine before the latter moves over Yosemite Street and the Berden Highway at Port of Stockton.
2. At Stockton, on joint ATSF-CCT track, derails at Southern Pacific crossing, just north of Weber Avenue have been removed, and stop boards installed. Engine must stop at stop board and one crew member must precede train or engine and give signal from railroad grade crossing if safe to proceed.
3. When visibility is restricted due to fog or inclement weather, a lighted red fusee shall be placed on the tracks of the Southern Pacific Company at a distance of not less than 50' from the crossing of each direction of approach.

Signal 14 (b) shall be sounded and movement made over Southern Pacific crossing.

Section II - SWITCH MOVES AT INDUSTRIES, SPUR TRACKS AND YARD TRACKS:

(A) FIBREBOARD PRODUCTS, INC:

1. Fibreboard Products has requested that yardmen refrain from smoking while working in their yard because of the hazard of fire. Arrange.
2. After switching service completed at Fibreboard Products, Inc. close and lock gates protecting spur tracks.

(B) DIAMOND WALNUT GROWERS, INC:

1. Cars must not be dropped or kicked on walnut plant tracks. Doors must be open and bridges raised when switching in this plant. Yardmasters must telephone Walnut Plant and advise them of approximate time we will switch plant and what tracks we will use. This so plant guard can open doors and raise bridge.
2. Diamond Walnut Growers, Inc. - when pulling, shoving or switching cars at this plant no mechanical reefers or cars in excess of 50 feet long will be moved into Track No. 108 beyond switch point. If spotting instructions provide otherwise, Yardmasters must be notified and his instructions followed.

(C) TILLIE LEWIS FOODS:

1. Crews switching at Tillie Lewis main plant must keep gates closed and locked except when actually engaged in switching plant or in switching across street where employe can watch gate. If for any reason it is necessary to leave immediate vicinity of plant, gates must be closed and locked.

(D) WEST COAST MACHINERY:

1. Cars 80 feet or longer being handled on West Coast Machinery spur must be handled with engine. You cannot handle long cars on the spur when coupled to other cars.
2. West Coast Machinery uses watch dogs in their plant and during certain periods dogs run loose in their yard. They have advised that dogs are loose on Friday after 5:00 P.M. full time Saturday, Sunday and holidays included, until 6:00 A.M. Monday morning. Dogs are loose during the hours of 9:30 P.M. to 6:00 A.M. on week days. If plant is to be switched during time dogs are loose, Engine Foreman should have Yardmaster contact Security Officer at West Coast Plant, telephone 948-2751, and advise when we will make switch so that dogs can be placed on leash.

(E) SWITCHING LIMITS FOR YARDMEN AND ENGINEERS:

1. Switching limits for Yardmen and Engineers have been extended to Mile Post 11115, plus 5080 feet west.
2. For Conductors and Firemen the switching limits will remain at Mile Post 11118, plus 4887 feet, and will continue to be the point from which the May 23, 1952, National Agreement will apply for these two crafts.

Section III - TRANSFERS:

(A)

1. Western Pacific Railroad crews will deliver cars in interchange to Santa Fe Mormon Yard Track Nos. 5, 6 and 9 and old W.P. interchange Tracks 1 and 2 or as instructed by Yardmaster if designated tracks are occupied.

Santa Fe Railroad crews will deliver cars in interchange to Western Pacific Yard Tracks 5, 6 and 15 and old W. P. interchange Tracks 1 and 2 or as instructed by Yardmaster if designated tracks are occupied.

Following tracks will be used to handle business to and from the Stockton Belt Line Railway, Port of Stockton:

ATSF to Belt - Class tracks 3 and 4 and straight leg of Wyc.

Belt to ATSF - Class track 3, Cement Spur, and East leg of Wyc.

These tracks are to be used as directed by Yardmaster at Port of Stockton. Delivery of cars to other than above mentioned tracks is not allowed unless authorized by Santa Fe Yardmaster or Supervisor.

Interchange tracks with Sierra Railway at Oakdale will be as follows:

ATSF to SIERRA - 1. Oakdale house team  
2. Hill Track No. 1  
3. Hill Track No. 3

SIERRA to ATSF - 1. Oakdale house team  
2. Hill Track No. 2

Present interchange of cars to and from the Southern Pacific Railroad as follows:

SANTA FE to SOUTHERN PACIFIC RAILROAD  
1. S.P. yard Track #3  
2. S.P. yard Track #4  
3. S.P. Hislop Track

SOUTHERN PACIFIC TO SANTA FE

1. Santa Fe Track No. 5
2. Santa Fe Track No. 6
3. Santa Fe Track No. 9

All above interchange tracks will be used as instructed by Yardmaster. When designated tracks occupied Yardmaster will designate additional track.

Section IV - YARDMEN'S DAILY REPORT

(A) YARD ENGINES:

1. East and West lead to Roundhouse and rip track must be kept clear of cars in accordance with Operating Rule 822.
2. West switch to roundhouse Track No. 2 will have target changed to indicate. "Green" for turnout to roundhouse track and normal position will be "lined for roundhouse." When not in use, roundhouse Track No. 2 West switch will be lined in normal position. Rip No. 1 and No. 2 on west end of yard, also roundhouse No. 1, when not in use, must be kept lined in normal position.
3. Yardmen immediately after reporting for duty must arrange to walk over to roundhouse and bring engine down to a point across from Hormen yard office, when it will be in a position to start work after engine foreman secures his work orders from yardmaster.
4. Yard engineers after going on duty will bring engine down to a point across from yard office, when switches are properly lined to permit this move without waiting for yardmen to show up, unless otherwise instructed by yardmaster on duty.

Section V - LAY-OFFS AND LEAVE OF ABSENCE:

1. Yardmen desiring to lay off must contact General Clerk A. Presley, or his relief, during the hours of 7:45 AM to 3:45 PM, or Yardmaster on duty (any time). No other employe is allowed to accept lay-offs, including Engine Foremen and you will be governed accordingly.

Notes, letters, or memo's of any nature, requesting lay-offs will not be granted, including verbal or telephone conversations, unless authorized by the above employes.

Section VI - MISCELLANEOUS:

1. Correct your CLIC spotting instructions book to reflect following changes at Fibreboard Products:

Track 230 - spots 1 & 2

Track 231 - spots 1-2-3-4-5-6 & 92 for inside building

2. Engine Foremen and yard helpers are responsible to see bad order cars are properly spotted on rip tracks, and will spot bad order loads in preference to empties. Instructions as to proper spotting can be found by checking bad order cards, and those with bad order wheels will be spotted at proper wheel block.
3. Yard engine assigned to perform city work will not return to Mormon Yard for lunch period. Ground crew and engine crew will be expected to carry lunches and take their twenty minute meal period between four and one-half and six hours after starting work, at whatever point they may be when meal period arrives, unless otherwise instructed by Yardmaster on duty.
4. Yard engines operating in vicinity of roundhouse must keep engine bell ringing at all times.
5. "Submarine" rigid switches on east end of WP-Santa Fe interchange tracks 1-2 & 3 must be left lined for long lead when not in immediate use.
6. Train or yard crews using hand throw crossover switches at east end of yard, to main line, must reline and lock these switches in normal position when not in immediate use.
7. AT MORMON:

Engine Foreman will, when going on duty, report to lobby and phone Yardmaster from that point for instructions, phone number 46. ~~These same instructions~~ apply when crew has completed lunch period.

Herder/Bleeders will also comply with above instructions, and in addition, will be available in the lobby of car desk when not herding or bleeding cars.
8. Should cars be found in Track 13 which are not destined to Stockton industries, contact Yardmaster for instructions.

Any delay to Job 303, other than normal switching, will be reported in writing to the Trainmaster. All overtime will also be explained in note to Trainmaster.

Engine Foreman working "City Engine, Job 303" will not work overtime without express authority of Yardmaster, and this authority will be indicated on note of explanation to Trainmaster. (Your work must be figured in advance and not wait until last minute to request overtime authority).
9. Signal circuit to activate flasher signals on street crossing at Fresno Avenue from "Flotill yard lead" have been changed and will not operate until engine or cars are on the road crossing. Yard flagman must precede all movements on this crossing.
10. Employee using switch shantys on east and west end of Mormon Yard will see doors and windows are locked when not in immediate use. If unable to lock facilities, immediately report this condition to Yardmaster on duty.

11. Instructions for operation of control switch panel and hump signals east end Stockton-Hormon yard:
- (1) Hump signals on east lead and dual control switches on east end of yard tracks 2 through 14 in service. Each switch can be operated individually by electric press-button switch located on lower portion of switch boxes. When pressing switch button to activate motor drive, remove finger immediately, otherwise switch points will continue to move back and forth. These switches must be kept lined and locked for motor operation and must not be used in hand operation except during power failure and only then after authority of Yardmaster has been secured. Do not attempt to activate motor drive (line switch points) when car is on or over switch points, or closely approaching, which could cause derailment. These switches are not rigid and may be run through when in motor operation and provided there is no conflicting movement.
  - (2) Yellow light indication on each side of switch stand indicates switch lined for track turnout, except switch box No. 2, which leads off of track 3. This particular switch will be yellow for track 2 and green for track 3.
  - (3) Green light indication, on other than track No. 2 switch, indicates switch points lined for lead track.
  - (4) Yellow and green light indications listed in Item 2 and 3 may vary with control panel indications. Employee operating control panel must assure that light indication on each switch corresponds with light indication on control panel before using same. This can be quickly checked by looking at light indication on control panel and comparing with indication shown at each switch stand. Immediate report will be made to Yardmaster of any defect noted.
  - (5) Door of control panel box must be closed and locked when not in immediate use. (Immediate use is when an employee is left at the control panel to protect unauthorized use of switches).
  - (6) There are (2) hump signals on east lead, south side of track, first signal east of control panel using a "dual head" signal, and second hump signal is located approximately 500 feet east on lead track south side.
  - (7) Following indications will govern movement by these hump signals:
    - Red - Stop
    - Yellow - Move East
    - Green - Move West
    - Flashing Green - Kick West (hump car)
  - (8) Hump signals must be turned off at control panel box and panel box locked when not in immediate use.

- (9) Until further advised employees noting electric switches at East end Mormon yard, tracks 2 through 14, mal-functioning for any reason should immediately unlock and raise the handle up into hand throw position, and then return the handle to motor position, relocking.

(Yardmasters must be immediately notified when these switches malfunction, and you find it necessary to place in hand position temporarily.)

If switch continues to mal-function handle will be left in hand operation and track taken out of service until Signal Maintainer can arrive and correct the malfunctioning of switch. Yardmasters will see all crews kept advised when track out of service, and until such time as repaired.

Switch points must be checked to see properly lined when switch handle returned to motor operation. D-71154

12. At Stockton the Western Pacific, Southern Pacific, and Santa Fe Railroads have joint operating rights in switching movements over the two tracks, joint facilities between Santa Fe main line and Weber Avenue industries for the purpose of serving the exclusively owned or served trackage of the using railroad.

The new tracks will be used under the following rules:

- (a) Yard speed as defined under Western Pacific Railroad Operating Department Rules.

YARD SPEED: A speed, according to conditions, prepared to stop within one-half the range of vision and short of a train, engine, cars, misplaced switch, derail or other obstruction, or before reaching a stop signal. Where circumstances require, train must be preceded by a flagman.

- (b) The tracks will be used under the rule of left hand running and will not be used in reverse direction unless absolutely necessary, and then only under flag protection.
- (c) Tracks must not be blocked except during normal switching movements and cooperation of using crew is requested. Track switches will be kept lined for the lead when not in immediate use, but this will not relieve the using crew of responsibility of proper alignment.

13. STOCKTON-MORMON-PORT

During period Santa Fe operates Port of Stockton must account for all switching time within Port area. Engines normally working at Port must, when necessary to leave Port, show on timeslips time engine leaves Port tracks and time engine returns to Port tracks. Engines normally working in Mormon yard performing switching in Port area must show on their timeslips time they enter Port area and time they leave Port tracks, and also must

leave memo in Port yard office showing time worked inside Port area. Port time starts when engine crosses Fresno Avenue on new Port lead. Mormon yard engines delivering and/or pulling cars from Port, but not performing any switching need not report time in and out of Port, as this is not considered as Port switching.

14. During period Santa Fe operates Port of Stockton, Mormon engines will not, unless emergency arises, deliver cars to Port but will instead take these cars uptown and place on west leg of wye where Port engine will pick them up, unless otherwise instructed by Mormon Yardmaster on duty. Port Yardmaster will contact Mormon Yardmaster each morning and determine if any cars uptown for Port. Port cars will be left at Mormon and not delivered uptown on weekends or holidays, unless Port engine working on these days and can make pickup. If time permits City job can deliver Port cars on weekends or holidays.
15. Footboard Yardmasters working at Port of Stockton will contact Yardmaster at Mormon (phone 465-6589) for instructions, and when work is caught up in Port of Stockton area, assignment will be utilized by Mormon Yardmaster. Port crews will not leave Port of Stockton area without authority of Yardmaster.

#### SAN FRANCISCO

1. SIGNAL LETTERS  
SAN FRANCISCO - INTERLOCKING SIGNALS, ILLINOIS ST.: Western Pacific have installed interlocking at 25th and Illinois Sts., San Francisco. Be governed by following in using plant:
  1. If signal fails to display proceed indication, after two minutes crew member will proceed to crossing and if no conflicting train or engine movement is seen or heard approaching or using crossing, train or engine will move into the interlocking, stopping clear of conflicting tracks.
  2. Wait one minute.
  3. After waiting one minute, train or engine may proceed through interlocking upon receiving hand signal from crew member at crossing with caution not exceeding 15 MPH.
2. SAN FRANCISCO FLASHER LIGHT CROSSING SIGNALS: Flasher light crossing signals have been installed at China Basin where track goes to new slip.

These signals are manually operated with control buttons at four locations near crossing. Whenever moves are to be made over crossing, see that flasher lights are turned on. When crossing not occupied, turn flasher off.
3. At San Francisco, 20th and Illinois Sts., effective June 21, 1968, traffic signal system will be in operation at intersection of 20th and Illinois Sts. On east and westbound leads, trains approaching

intersection should not proceed across intersection until green "X", located on traffic signal light, is received.

When switching American Can Company, train must not proceed across 20th Street until green "X" on traffic signal head received.

When switching Track 906, key controller located northeast corner intersection 20th and Illinois Sts. must be activated to receive green "X" with switch key before proceeding through intersection. Key must be left in controller until move through intersection completed in order that traffic lights will be restored to normal operation.

In the event unable to obtain green "X" indication railroad movement through the intersection must be fully protected by member of yard crew acting as flagman.

4. AMERICAN CAN COMPANY - SAN FRANCISCO: American Can Company at San Francisco have placed a derail on Track 920 at Spot 13.

Inside the gate at American Can on Track 920 they have installed a safety light switch. Push the button on switch when ready to switch track, and American Can Company will stop dumping scrap tin into gondola spotted on track. When through switching, push button again and they will resume loading on track.

5. MARIPOSA AND 16TH STREET - SAN FRANCISCO: Between Mariposa Street and 16th Street, going to or from Jackson Square, move with extreme caution account narrow right of way due to building.
6. PIER 48-B - SAN FRANCISCO: When switching Pier 48-B, San Francisco, do not work on water side of outside track account reduced side clearance of 7'2".
7. SAN FRANCISCO - TRANSFER TRACKS: The following transfer tracks at 4th and Illinois Sts., San Francisco, will be designated as interchange tracks:

Tracks 1102 and 1103 for delivery by the Southern Pacific to the Santa Fe.

Tracks Nos. 1104 and 1105 for delivery by the Santa Fe to the Southern Pacific.

In making delivery, track must be filled to capacity before second track is used.

Whenever the above tracks are full to capacity, other transfer tracks can be used to interchange cars.

8. JOINT SANTA FE & SOUTHERN PACIFIC TRACK - SAN FRANCISCO: Joint Santa Fe-Southern Pacific tail track, near Marin St., San Francisco between interchange switch and Islais Creek is designated joint Santa Fe-Western Pacific-Southern Pacific track.

Both Western Pacific and Santa Fe crews must approach fouling point of interchange track at restricted speed.

NORMAL POSITION OF INTERCHANGE SWITCH IS FOR SANTA FE LEAD.

9. CHINA BASIN STREET - SAN FRANCISCO: When pulling barges at San Francisco see that China Basin St. is flagged ahead of engine.
10. ROUNDHOUSE SWITCH: Switches leading to roundhouse, China Basin Yard, are to be left lined for lead after used.  
HIGH SWITCH, SOUTH END DOUBLE TRACK: Switch at the south end of double track, San Francisco, after being used, is to be left lined for westbound main track.  
PIER 54: Switch leading into Pier 54 is equipped with switch lock. See switch is left lined and locked for lead after being used.  
CROSSOVER FROM SANTA FE TRACK TO WESTERN PACIFIC: Normal position of switches on crossover from Santa Fe track to Western Pacific, Walkup Lead, 25th and Illinois Sts., at San Francisco, is lined for straight track.  
Crews using crossover will see switch is reset to normal position.
11. PIER 62 - SAN FRANCISCO: Pier 62 is out of service. Do not make any car or engine movements over track on this pier.
12. PIER 50 LEAD - SAN FRANCISCO: Account curvature of track, any cars over 60 feet in length going into Pier 50 Lead must be handled individually and not coupled to others.  
Account frequent derailments due to curvature of track at Pier 50-C at San Francisco, have some member of the crew on ground where main track intersects Track 50-C so can pass signals and get stopped in case of derailment at this point.
13. INDIANA AND 16TH ST. INDUSTRIAL LEADS - SAN FRANCISCO: On so-called Indiana and 16th St., Industrial leads between 25th St. and Rhode Island St., maximum authorized speed 4 MPH and member of crew will be on point in direction of movement.
14. SAN FRANCISCO BOAT SLIP: At San Francisco, gates protecting boat slip at China Basin must be closed and locked after use.
15. ILLINOIS STREET - SAN FRANCISCO: At San Francisco, when leaving cars stationary on Illinois St., for the purpose of running around, or any other purpose, whenever practicable protect them through the use of flares.
16. At San Francisco, effective immediately, main line switches on Indiana and Illinois Sts., will be lined for the main line.
17. At San Francisco, effective date, Track No. 7 on the SP-ATSF, Illinois St. interchange is designated as an interchange track. This per SP Terminal Supt. J. Bays.
18. For the purpose of checking mileage, enginemen and firemen working assignments at China Basin, Pittsburg and Mormon will be required to mail carbon copy of timeslip to Agent at Richmond. Agents at

San Francisco, Pittsburg and Stockton will maintain supply of envelopes for this purpose at each location.

19. ENGINE MOVEMENTS, ILLINOIS ST. - SAN FRANCISCO: All engine movements between south end of transfer tracks at 16th Street and Western Pacific or Indiana Street will use track on right except when will interfere with switching industries on these tracks.
20. SIGNALS, MISSISSIPPI ST. - SAN FRANCISCO: Two color light signals displaying red (stop) and green (proceed) have been installed: One signal on each side to Track SP-704, serving the Owens-Illinois Glass Co. warehouse on Mississippi St., between 16th and 17th Sts., San Francisco. These signals check against the position of the doors and draw-bridges and will display red until the doors are fully opened, at which time the signals will display green.

#### OAKLAND

1. SPEED LIMIT WOOD STREET, OAKLAND: Speed limit five miles per hour over 26th and Wood Street crossing.
2. Automatic air must be coupled up and in use on all switch cuts handled between 40th St. and Wood St. interchange, Oakland, and at San Francisco, China Basin Yard, between Illinois and Quint Streets and Indiana Street and Jackson Square District.
3. GENERAL ELECTRIC BUILDING - OAKLAND: Account impaired overhead clearance at entrance to General Electric Building, 34th and Wood Streets, Oakland, they have installed a lighted stop sign outside of building over the center of the track reading:  
  
"STOP - ENGINES AND CARS MUST COME TO A COMPLETE STOP BEFORE ENTERING THIS BUILDING."  
  
4. NATIONAL CARLOADING BUILDING - OAKLAND: Account causing impaired clearance we will not spot any cars opposite Door 13, Track 1, or opposite Door 12, Track 3. We will not spot any cars to Track 3, Spot 11, as impaired clearance on Track 4.
5. REMAR BAKERY - OAKLAND: Remar Bakery has placed sign on platform reading: "TRAINMEN DO NOT OPERATE BEYOND THIS POINT."
6. JORGENSEN STEEL - OAKLAND: A lighted sign reading: "STOP - THIS STRUCTURE WILL NOT CLEAR MAN ON TOP OF CARS" has been placed over doorway into building.
7. JOINT TRACK:  
A single slip (Puzzle) switch crossing is located at junctions of Southern Pacific, Santa Fe and Oakland Terminal Railways and used by all railroads.

All trains, cars or engines must approach crossings in either direction at restricted speed and stop not less than ten (10) feet or more than fifty (50) feet before fouling the clearance point of the first crossing approached.

After making stop, movement must not be made across any of these crossings until proper signal is given by member of the crew located at the last crossing of the route to be followed by the movement. Such signal shall not be given until it has been definitely ascertained that no engines, cars or trains are approaching in either direction on opposing routes under conditions which will render it possible for an interference to occur with movement about to be made. In the event movements on opposing routes stop at the same time, Southern Pacific will take precedence over Santa Fe and Oakland Terminal; Santa Fe will take precedence over Oakland Terminal.

During fog, the length of cuts of cars to be shoved over these crossings must be limited to the distance signals can be passed and clearly distinguished according to the number of yardmen in crew.

Effective May 1, 1963, the Southern Pacific Railway Co., was granted rights to use the long wye at Oakland for turning cars and engines,

8. FLAG PROTECTION:

OAKLAND: Engine, with or without cars, when passing over 22nd Street on 29th Street lead, will flag crossing.

SOUTHERN PACIFIC CROSSING - OAKLAND: A high stand star switch has been located at 26th and Wood Streets, Oakland, between north and south leg of Santa Fe wye, where Southern Pacific crosses Santa Fe.

Crews approaching, finding this target red, will flag crossing before passing. After signal changed and set green, line using will be permitted to switch over crossing without flag protection against opposing line.

ILLINOIS ST. - OAKLAND: Stop signals have been placed on both sides of crossing. All train and engine movements over crossing must be brought to a stop and movement over crossing protected by flagman.

20TH AND POPLAR STREETS - OAKLAND: Movements over crossing at grade between Santa Fe and Oakland Terminal Railways at 20th and Poplar Streets, Oakland, will be governed by the following:

Stop signs have been placed governing movements on both railroads. All movements with engines or cars must be brought to stop before entering crossing and do not proceed until it is known that no movements are being made on intersecting tracks. Be governed by Rule 98-E.

9. OAKLAND: Switch point derail installed on scale track lead, located just east of switch to east leg of Old Wye, equipped with low star stand, red target, switch lamp and lock.
10. CONDUCTORS' FORM 827 STD. - OAKLAND DISTRICT: Conductors working Oakland Switchers will furnish carbon copy of Form 827 Std., Time Return and Delay Report, to Trainmaster, Richmond, at completion of shift.
11. Clipper and Republic Carloading Companies will have a box for switching instructions at designated doors for the 5th Local for pulling empties and respotting of loads. This will eliminate calling the car desk at Richmond, regarding interchange between AT&SF and Southern Pacific at Oakland.
12. FOLLOWING TRACKS ARE DESIGNATED AS INTERCHANGE TRACKS:

Thirty-fourth and Wood Street - Southern Pacific delivery to Santa Fe: Tracks 1, 2 and 3 will be used to interchange Southern Pacific traffic to AT&SF and Track 4 will be used to interchange Alameda Belt Line traffic to AT&SF via Southern Pacific. Any overflow of Alameda Belt Line traffic to be placed to Tracks 1, 2 or 3. Conditions warranting, Tracks 5 and 6 to be kept clear, Track 6 to be used as running track.

Tracks 1, 2 and 3 must not be used by Santa Fe crews for switching purposes. Track 4 can be used for switching after Alameda Belt cut has been pulled.

Fortieth and San Pablo - Delivery from Santa Fe to Southern Pacific: Tracks 3, 4 and 5 will be used to interchange Southern Pacific traffic from AT&SF and Track 6 will be used to interchange Alameda Belt Line traffic from AT&SF to Alameda via Southern Pacific. Any overflow of Alameda Belt Line traffic to be placed on either 3, 4 and 5 Tracks.

OAKLAND TERMINAL RAILWAY: Storage 3 track in Wood Street Yard, Oakland, is designated for delivery of cars from the Santa Fe Railway to the Oakland Terminal Railway.

Present interchange track at Oakland Terminal Yard will be used for delivery of cars from Oakland Terminal Railway to Santa Fe Railway.

#### RICHMOND

1. Richmond, Ferry Point, operating limits sign on Hill Tracks 1 and 2 placed on cleaning track roads: "Stop - Trainmen must not operate beyond this point."
2. AIR COUPLED IN SWITCH MOVEMENTS: The automatic air must be coupled and working in all switch cuts handled between Richmond train yard and Ferry Point, Richmond train yard and Inner Harbor, Richmond train yard and Shipyards 2 and 4, and Richmond train yard and Pullman Sheds.

Automatic air must be coupled and working on all switch movements to and from Richmond Export, and while switching this industry.

Engine must pull all switch cut movements of more than five cars between Richmond and Seaver Avenue or Eighth Street, in both directions.

Cars having defective air brakes may be brought in from outlying points without air, handling on rear end of cut and member of yard crew will ride rear end.

Movements over Market Street, Richmond, should be protected by flagman.

3. ARRIVAL WESTWARD FREIGHT - RICHMOND: All westward freight trains arriving Richmond yard must pull down to clearance point at west end of yard unless otherwise instructed.
4. RICHMOND - CALLING LIMITS: Calling limits, Richmond, for train, engine and yardmen are as follows;

Main line on west, Pennsylvania on north, 12th Street on east end as far as Oakland Branch main track and 10th Street from Oakland Branch main track to Virginia Avenue; Virginia Avenue on south from 10th Street to main track.

Point Richmond calling limits, include that territory lying between Montana Street, Buena Vista, Scenic, Nichol, Castro, Richmond and Standard Avenues.

THOSE LIVING OUTSIDE CALLING LIMITS MUST PROVIDE THEMSELVES WITH TELEPHONE.

5. Do not handle 85-ft. or longer cars on Point Isabel lead beyond Ship Yard No. 2 lead switch.
6. GREAT WESTERN CHEMICAL CO., RICHMOND: When spotting Great Western Chemical Co., rear car must have hand brake set next to bumper.
7. MARWAIS STEEL CO., RICHMOND: Cars other than gondolas and flat cars must not be moved beyond sign reading "Gondola and flat cars only beyond this point."
8. ACID CONTACT, STANDARD OIL COMPANY - RICHMOND: Standard Oil Company has requested, as a safety item, that any of our employes working around Standard Oil property who come in contact with acid immediately go to the showers, which are located near all points where acid is loaded, and use same to prevent serious burn.
9. Normal position of switch, Pennsylvania Avenue, intersecting new yard lead, east lead, rip lead and west transfer left lined and locked for new yard lead.

COACH YARD LEAD SWITCHES: Switches on east end and west end of Coach Yard lead, after being used, must be left lined for the lead.

WEST END ENGINE LEAD: Normal position of switch west end engine lead, intersecting old west main track, must be left lined for lead.

SUGAR DOCK LEAD: Switch to Sugar Dock Lead, track west of Standard Avenue, Richmond, should be left lined for main track to Ferry Point.

SUGAR DOCK - RICHMOND: Controls for overhead door at sugar dock located in control box adjacent to door. On completion of switching door should be closed and control box locked with switch lock.

10. OHIO STREET CROSSING - RICHMOND: All movements made over crossing Ohio Street during darkness must be made with engine pulling cars over crossing in either direction. During daylight, cars may be shoved over this crossing.
11. FERRY POINT - RICHMOND: Track 406 will be used for Mechanical Department, and only cars ordered in by them will be placed on this track. They have placed their own lock on switch.
12. CHEVRON CHEMICAL - RICHMOND: Lock has been placed on gate between Chevron Chemical and Kraft Paper Company, Richmond, After switching Kraft Paper see that gate is closed and locked.
13. GREAT WESTERN CHEMICAL COMPANY - RICHMOND: When spotting this firm, rear car must have hand brake set next to bumper.
14. PIGGY-BACK AREA - RICHMOND: When spotting piggy-back Tracks 303, 304 or 305, slack will be shoved in on cars and handbrakes will be set on car next to ramp and car first out on switch end of cut.

Drott Travelift crane equipped with yellow flashing light. Do not enter TOFC Tracks Nos. 1 or 2 when this light in operation.

When spotting cars into Tracks Nos. 301 and 302, it is not necessary to set hand brakes when air brakes are set on the cars.

HIGH CARS, SLACK NOT STRETCHED, ETC., PIG RAMP: The Trailways are arranging to have a supervisor on hand to inspect the cars when they are set to the ramps and if they find any cars spotted which they will be unable to unload for any reason, will immediately contact Engine Foreman, and, also, Yardmaster, so that corrections can be made before engine leaves ramp yard.

15. PULLMAN COMPANY: Spur track just inside gate at Pullman Company, Richmond, off Pullman Lead, is 280 feet long - there is no bumper at end of track.
16. SPOTTING CARS TO RIP TRACK - RICHMOND: When spotting cars to Rip Tracks, Richmond, make cut between each car leaving sufficient room for men to work around the cars.
17. Foremen of yard crews performing work at Montgomery-Ward will indicate on timeslip daily the amount of time spent serving this industry.

18. RADIO CALL NUMBERS - RICHMOND: When necessary to use radio to call company vehicles as shown below, use car number designation when calling:

Car 303 - Assistant Superintendent	Car 366 - Signal Maintainer
307 - Trainmaster	383 - Radio Shop
330 - Asst. Division Engineer	394 - Special Service
328 - General Frmn B&B&WS	395 - Special Service-S.F.
329 - Section Foreman	345 - Richmond Emerg. Trk.

19. The road at Ferry Point, Richmond, between gate and old power house must be kept clear.
20. At Richmond, between Ferry Point Tunnel and Standard Avenue, between the hours of 8:00 AM and 9:00 AM, again between 11:30 AM and 1:00 PM and 2:30 PM to 4:00 PM, all trains and engines will not exceed 5 MPH between these two points.
21. BERWIND RAILWAY SERVICES - RICHMOND: Track 405, at Ferry Point adjacent to the Berwind Railway Service building has close clearance and will not clear man on side of car.
- Due to close clearance place or pull cars only on Hills Nos. 2 and 3.
22. RICHMOND DISTRIBUTION CENTER: Most cars delivered to this firm are labelled "Unload this side only". All make certain to spot accordingly, so that proper unload doors are against unloading platforms.
23. STANDARD OIL COMPANY - RICHMOND: Standard Oil Company has complained about switch engine switching across Standard Avenue between 4:30 PM and 5:30 PM and between 7:30 AM and 8:00 AM which coincides with heavy traffic, resulting from Standard Oil employes going home. To the extent that we can, we should minimize switching movements across Standard Avenue during this period of time.
24. RICHMOND EXPORT COMPANY - RICHMOND: The depressed track into this building has close clearance and will not clear man on side of car.
25. At Richmond, effective immediately, on Channel Lumber Company lead near 3rd and Cutting Boulevard there are two fire hydrants which have close clearance and care should be used at that point to avoid injury.
26. CITY LIMITS: The use of loud air whistle on diesel motors through the corporate city limits of Richmond, El Cerrito, Albany, Berkeley and Oakland is prohibited, except in case of emergency.
27. Enginemen on engines passing Washington School on Canal Boulevard lead, Richmond, will refrain from use of engine bell and will exercise good judgment in use of engine whistle to avoid disturbance while school is in session.

28. RICHMOND: Tracks 4 and 5 in roundhouse area designated as tie-up tracks for all inbound crews.

RICHMOND - OAKLAND - SAN FRANCISCO

1. TIME TABLE AND TIME TABLE AMENDMENTS

Oakland District. Richmond - Oakland. Movements will be made as prescribed by Rule 105 and will be programmed to prevent conflict. Note: Wherever the term "programmed" appears, it requires that train and engine crew be provided necessary information to prevent conflict.

2. ARRIVAL OAKLAND SWITCHERS - RICHMOND: Oakland Switchers arriving Richmond Yard will call Yardmaster for track to head in on.
3. PULLING AND LOADING BARGES: Following instructions will govern:

Engine Foremen are responsible for proper lining up of tracks on apron and barge.

The automatic air must be coupled up and working on all switch movements on and off barges, the only exception permissible will be when car with defective air brake will be set out.

Pulling or loading barges at Santa Fe landings - Engine Foreman must double on and double off with all loaded cars, except solid barge loads of merchandise cars.

Engine Foreman will stand on bow of barge at coupling of apron when pulling and loading to observe clearances, and must see that all members of his crew are in proper position at all times to pass signals.

Speed must not be greater than two miles per hour with car movements on aprons and barges.

Foremen will be particular in sizing up the cars to be loaded on barge in connection with excess width cars, cars with leaning roofs, and doors bulging, and when necessary, make switch so leaning roof or bulging side will be on outside of the barge.

When necessary to shove rear cars on track hard up to stern block, Foreman will notify bargeman, who in turn will mark boat list accordingly for information of Foreman at landing pulling barge.

The switchmen at all Santa Fe landings, and **bargemen at other** landings, will set sufficient hand brakes on each track, hand brake must not be released on track to be pulled on barge until coupling has been made.

Captains are responsible for proper and safe trimming of barges; Engine Foreman will make any changes found necessary at Captain's request.

Triple loads of piling, timbers, pipe, structural steel or other commodities in open top cars loaded on barges must be loaded on center track.

When pulling cars from barges at Ferry Point and China Basin, Engine Foreman will observe barge and apron when the first pull is being made from the port side to see that excessive list does not develop and damage the apron. If necessary, leave several cars on the port side, and after pulling cars from starboard (right) side double back and finish pulling cars from port side (left). Captains of tugs can help in this by notifying Boat Dispatcher whenever heavy loads are to be unloaded.

Maximum single loads on Bay Area Ferry aprons - China Basin and Ferry Point No. 1 aprons designed for Cooper's E-60, which is equivalent to a total load of 600,000 pounds distributed over the 100-ft. length of apron. These aprons now restricted to maximum single load of 526,000 pounds. Before approving any overload on the aprons should let Mechanical Department say what would be maximum load could move from apron to barge with safety. Ferry Point Apron No. 2 restricted to maximum single load of 350,000 pounds.

There is fence with gate at Ferry Point located across tracks leading to Apron No. 1. It will be the responsibility of the Engine Foreman to see that these gates are kept closed and locked with switch lock at all times when barges are not being worked, and it will also be his responsibility to see that gates when they are open are locked in gatekeepers so that gates will not swing into moving cars. Boat flats, when not being used, are to be left in the clear of fire road at all times.

Engines - San Francisco - Ferry Point, Slips Nos. 1 & 2: At China Basin and Ferry Point Slips Nos. 1 and 2, orange clearance line has been painted 10 feet from nose end of apron opposite sign attached to galleys frame reading:

"ENGINES MUST NOT OPERATE BEYOND THIS LINE"

In other words, live engine may be operated on apron and in most cases only one idler will be required to load and unload barge.

Mechanical roofers with motors running will be placed on outside track of barge away from wheel house.

In loading passenger cars and passenger express box cars on barges, Engine Foreman must see that rear car on starboard, port and center tracks does not contact stern block on track. This to avoid damage to steam hose equipment.

Foreign and system gondolas arriving Terminal Division with hand brake wheel and ratchet installed on outside wall on end of car must be loaded on starboard or port side of barge with brake wheel on outside, as will not clear cars on center track.

When loading barges and have any 50-foot or longer cars first out on either port or starboard side, see that they are left either on straight track or just in the clear on the bow so that joints can be made when tying on to unload barges.

Cars with plug doors and mechanical reefers must not be loaded on barges with doors open.

Whenever switch crews are pulling a barge at a Santa Fe landing when we have an extreme low tide, after pulling the port and starboard side, will set out all cars and come back against the middle rail with boat flats only.

4. LOW CLEARANCE CARS: All mechanical reefers have diesel tanks underneath car which have extremely low clearance and Santa Fe hopper cars, Series 300,000, have dumps which have extremely low clearance under car.

When loading these cars during high or low tide, be careful to see they do not drag between apron and barge.

Account curvature of outside rail on barge, all equipment having length of 70 feet or more should be loaded on center rail of barge.

5. LOADING SHPX TANK CARS ON BARGE: SHPX tank cars in Series 12,000 are all 60-foot cars. When loading on barges handle on middle rail only.
6. CARS PROPERLY TURNED FOR UNLOADING: We receive numerous cars in San Francisco which reach Terminal Division placarded to unload from one side. Frequently a car so placarded reaches final destination with wrong door toward platform, necessitating that car be switched out and returned to Richmond for turning. All concerned will please give special attention to this feature and see that cars are properly turned before loaded on barges to avoid the necessity for returning the cars to Richmond for turning - eliminating unnecessary delay attached to the loading.
7. DEFECTIVE HAND BRAKES ON CARS: When cars are found with defective hand brakes that will not readily respond to application of brake, Engine Foreman will promptly report to the Yardmaster, who in turn will arrange for necessary repairs.
8. CARS ON AND OFF TRANSFERS: When making delivery on interchange track, Santa Fe crew will place their cut of cars in farthest end of track. Then if another delivery is made prior to the track being pulled, the second delivery will be coupled to the first delivery.

9. When pulling cuts of cars off transfer delivered to us by foreign line, if entire cut is not coupled, you will pull out first cut into our yard and retrun to interchange and pull the next cut.
10. OPEN TOP FIRES: Open top fires are prohibited by the Air Pollution Control Board.
11. SWITCH LOCKS: Any industry having gates across track equipped with Santa Fe switch lock - see gates are closed and locked after being switched.
12. SWITCH LISTS: Engine Foremen will sign his name on all switch lists handled by him during his tour of duty, and return to the yardmaster.
13. SYSTEM ARTICULATED FLAT CARS: Fifteen (15) System articulated flat cars in Series 90040-90054 specially prepared for handling containers. Each car is comprised of two short flats coupled together, each flat stencilled with same number. Cars should remain coupled and operated as single unit.
- 14.. SCHOOLING - COMPANY TUITION SUPPORT PLAN: It should be understood that while Santa Fe desires to encourage its employes to further their education, and in fact have a tuition support plan, the intention is that employes will continue protecting their regular assignments or jobs in Santa Fe service while attending school.
15. Engine Foreman will contact Yardmaster not later than ten (10) minutes after going on duty and be on engine and moving not later than fifteen (15) minutes after going on duty, and will contact Yardmaster after elapsed time specified for meal period.
16. Permission must be obtained from the Trainmaster before laying off for more than five (5) days.

Crew Clerks at the time the employe lays off will obtain from him the length of time the employe expects to lay off and will enter this information on the lay-off sheet.

Employes will report back to work before this time has elapsed.