

**THE ATCHISON, TOPEKA & SANTA FE
RAILWAY COMPANY.**

**PANHANDLE AND SANTA FE RAILWAY
COMPANY.**

SCHEDULE OF

RATES, RULES

AND

REGULATIONS

FOR YARDMEN



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**RULES IN EFFECT MAY 1, 1923
RATES IN EFFECT APRIL 1, 1924**

**The Atchison, Topeka and Santa Fe
Railway Company.
Panhandle and Santa Fe Railway Company.**

**The following Schedule of Pay, Rules and
Regulations will govern Yardmen
employed by these Companies.**

ARTICLE I.

Rates of pay shall be as follows:

	<i>Daily</i>	<i>Hourly</i>
Foremen	\$6.64	\$.83
Helpers	6.16	.77
Switchtenders	4.72	.59

Rates of Pay.

ARTICLE II.

Yard crews shall consist of a Foreman and two helpers, except where in the judgment of the Superintendent three men are not necessary.

Consist of
Crews.

ARTICLE III.

Nothing in Article II shall prevent the Foreman from acting as Yardmaster should it be decided by the Superintendent that he can perform those duties in connection with his other duties; provided, that in such cases he shall have two helpers.

Foreman
Acting as
Yardmaster.

The wages for yard foremen who also act as yardmasters will be not less than forty cents (40c) per day in excess of the yard foremen's rates. The same rules for the basic day and overtime shall apply to such employes as applies to other yardmen.

ARTICLE IV.

Cabooses
to be
Furnished.

Cabooses will be furnished for all transfer and drag engines when found to be necessary.

ARTICLE V.

Lunch Time.

(a) Yard crews will be allowed twenty minutes for lunch between four and one-half and six hours after starting work, without deduction in pay.

(b) The lunch period must be given and completed within four and one-half and six hours. This applies to both the first and second lunch periods.

ARTICLE VI.

Starting
Time of
Crews.

(a) Regularly assigned yard crews shall each have a fixed starting time, and the starting time of a crew will not be changed without at least 48 hours' advance notice.

(b) Where three eight-hour shifts are worked in continuous service, the time for the first shift to begin work will be between 6:30 A. M. and 8:00 A. M.; the second, 2:30 P. M. and 4:00 P. M.; and the third, 10:30 P. M. and 12 midnight.

(c) Where two shifts are worked in continuous service, the first shift may be started during any one of the periods named in Section (b).

(d) Where two shifts are worked not in continuous service, the time for the first shift to begin work will be between the hours of 6:30 A. M. and 10:00 A. M. and the second not later than 10:30 P. M.

(e) Where an independent assignment is worked regularly, the starting time will be during one of the periods provided in Sections (b) or (d).

(f) At points where only one yard crew is regularly employed, they can be started at any time, subject to Section (a).

(g) Yard crews shall have a designated point for going on duty and a designated point for going off duty, and they will not be required to walk farther than one-half mile to get to and from such designated points where register, bulletins and lockers are maintained.

NOTE:—This rule does not apply to an extra man until he has started to perform service with the crew to which assigned.

ARTICLE VII.

All vacancies for yardmen shall be advertised for forty-eight hours and assignments will be made as soon as practicable after the bids close. A change in the starting time of an engine, or a change in the designated on or off duty point, or a change in the assigned hours per day or days per week will open a trick for assignment. The oldest yardman in point of service making written application, will be assigned.

Vacancies
and Changes
in Tricks.

Bulletin to state date and hour bids close.

Bulletin to state clearly whether the position is for foreman, helper, engine herder or pilot.

Bulletins to be placed at all points where yardmen report for duty.

Computing
Overtime.

ARTICLE VIII.

Except when changing off where it is the practice to work alternately days and nights for certain periods, working through two shifts to change off; or where exercising seniority rights from one assignment to another; or when extra men are required by schedule rules to be used, all time worked in excess of 8 hours continuous service in a 24-hour period shall be paid for as overtime, on the minute basis, at one and one-half times the hourly rate. This rule applies only to service paid on an hourly or daily basis and not to service paid on mileage or road basis.

This rule is effective April 10, 1919.

ARTICLE IX.

Eight hours or less shall constitute a day.

Yardmen shall be assigned for a fixed period of time which shall be for the same hours daily for all regular members of a crew. So far as it is practicable assignments shall be restricted to eight hours' work.

ARTICLE X.

Yardmen temporarily assigned to other than their regular duties shall be paid not less than their regular rates.

Temporary service is defined as ten days or less.

ARTICLE XI.

Regular terminal pilots, engine herders, or pilots on back-ups shall receive foreman's pay. The oldest man in point of service shall be eligible, and shall retain his seniority rights in yard service.

ARTICLE XII.

Any engine working less than five days per week shall be considered as an extra service, and shall be manned by extra men, providing foremanship is not preferred by regular assigned helper.

Extra
Service.

ARTICLE XIII.

When yardmen are promoted to the position of Yardmaster, or Assistant Yardmaster, they will retain their rights in the yard from which promoted and will be allowed to return thereto within sixty (60) days from date of written request.

Promotion to
Yardmaster
or Assistant
Yardmaster.

ARTICLE XIV.

Yardmen attending court or inquest at the request of an official of the Company will be paid the same rate and actual number of hours he would have earned had he remained in his regular assignment. Extra men shall receive eight hours per day for this service. When away from their home station yardmen will be allowed their legitimate expenses. If court or inquest is held during the rest or lay-over hours, they shall receive the regular rate for the actual hours employed in such attendance in addition to their regular assignment.

Attending
Court or
Inquest.

ARTICLE XV.

Yardmen employed in one yard shall not have precedence over yardmen employed in other yards.

Rights
Confined to
One Yard.

Hours on
Duty.

Assignment
to Temporary
Service.

Pilots and
Engine
Herders.

ARTICLE XVI.

Employment
of New
Men.

(a) Men entering the service as yardmen shall be extra until a permanent vacancy occurs, when the oldest man making application shall be assigned. When the force is reduced, the youngest yardman shall first be reduced, and so on in turn according to their age in service. When necessary to increase the force, men who have been reduced, if available, will be given preference.

Reduction
in Force.

Seniority.

(b) The seniority rights of yardmen will date from the time they enter the service continuous in the yard or terminal where employed.

Promotion.

(c) The right to preference of work and promotion will be governed by seniority in service, subject to the applicant's fitness for promotion.

Appointment
Yardmasters
and Assistant
Yardmasters.

(d) In the appointment of yardmasters and assistant yardmasters, the oldest qualified yardman shall be considered.

Yardmen
Leaving
Service.

(e) Yardmen leaving the service of the Company of their own accord, forfeit all seniority rights.

Extra Men:
First In,
First Out.

(f) Extra helpers shall be used first-in, first-out, one trick at a time. The time of coming off duty on previous trick, to establish standing on board for further service.

Protecting
Foremen's
Temporary
Vacancies.

(g) Foreman's temporary vacancies of less than thirty days shall be protected by the oldest qualified helper working on the assignment where the vacancy occurs, provided the vacancy is not desired by a senior helper who has qualified as foreman, whose starting time is within the same spread of hours as that of the

trick to be protected. A helper protecting the foreman vacancy shall hold the vacancy until displaced by seniority rules or by the regular man returning to duty. When no qualified helper is available under the first sentence of this paragraph, the vacancy will be protected from the extra board.

(h) When a temporary vacancy is known to be for thirty days or more, it will be advertised and assigned to the oldest yardman bidding on same and he may hold the trick until the regular man returns to duty, unless displaced under seniority rules. Yardmen displaced under this rule will be permitted to exercise their full seniority rights.

(i) Senior yardmen will have the first right to occupy permanent vacancies, subject only to the company's privilege of rejection on account of unfitness. If a senior yardman declines a trick and it is accepted by a junior, such junior may continue to hold the position until the senior who refused is displaced, or his trick is impaired. A yardman displaced from a regular position for any cause will be assigned to the regular position for which he makes application, provided he displaces a junior.

Temporary
Vacancies
30 Days or
More.

Permanent
Vacancies.

ARTICLE XVII.

When yardmasters or foremen make proper objection, in writing, against any foreman or helper, he will be assigned to another crew or dismissed from the service, if by an investigation the circumstances justify such action.

Objection of
Foremen.

ARTICLE XVIII.

Switch-tenders' Vacancies.

In filling the vacancies of position of switch-tenders, preference shall be given, as far as possible, to yardmen disabled in the service of the Company, whenever their injuries are not such as to unfit them for the duties of such position. All disabled yardmen desiring to be considered in line for appointment to such vacancies will file their applications with the Division Superintendent of the line upon which their injuries were received.

ARTICLE XIX.

Suspension and Dismissals.

No yardman shall be suspended or dismissed from the service without first having a formal investigation, if desired, and his guilt established, except in aggravated cases such as serious collisions, intoxication, or insubordination. His case shall be given a thorough investigation by the proper officer of the Company, at which he may be present if he so desires, and may also be represented by any disinterested employe of his choice. In case he shall not be satisfied with the result of such investigation, he shall have the right to appeal to the designated succeeding higher officers of the Company. In case the suspension or dismissal is found to be unjust, the yardman shall be reinstated and paid for all time lost.

ARTICLE XX.

Notification of Suspension or Marks.

When a yardman is suspended or discipline placed against his record, he shall be notified in writing.

ARTICLE XXI.

Leave of absence will not be granted for more than ninety (90) days, except in case of sickness or to employe serving on committee business.

Leaves of Absence.

When yardmen leave the service of the Company of their own accord, they shall not be reinstated.

Reinstatement of Men Leaving Service.

When yardmen leave the service of the Company, they shall be given letters stating time of their service, in what capacity employed, and cause for leaving the service, except when such letters would subject the Company to legal prosecution. Such letters are to be given at the time of leaving service, and shall be signed and stamped by the Division Superintendent, and service letters from other roads shall be returned to them.

Service Letters.

ARTICLE XXII.

The proper officer of the Company will hear any reasonable complaint, made by individual yardmen, or by the authorized committee representing the same. When investigation is held, and after decision rendered, copy of the investigation will be furnished Local Chairman upon request.

Complaints.

ARTICLE XXIII.

All engines assigned to switching service shall be equipped with headlights, foot-boards and proper grab irons at both ends. Any engine temporarily assigned to switching service shall be so equipped, or relieved by properly equipped engine, at the first opportunity. The use

Engines Equipped with Headlights, Foot-boards and Grabirons.

of unequipped engines shall not be prolonged by the substitution of one engine for another. This provision shall not apply to engines exclusively used in transfer service.

ARTICLE XXIV.

Limit of Day's Work.

When the work requires two or more engines, the yard service shall be arranged by the division officers. Regular yardmen required to work sixteen hours will resume work when their rest period is up under the Federal law, and then be permitted to work 8 hours or paid therefor.

ARTICLE XXV.

Coupling Hose and Chaining Cars.

Where car repairers are available, they will assist yardmen in coupling and uncoupling hose and chaining and unchaining cars.

ARTICLE XXVI.

Bulletin of Assigned and Extra Men. Seniority List.

Correct seniority list of switchmen shall be furnished Local Chairmen every ninety days and copies shall be posted in convenient places in yard offices where switchmen can have access to them. Separate bulletins shall be kept in each yard office upon which assigned crews and extra men shall be registered. Upon request, Local Chairmen shall be furnished list showing names of switchmen removed from seniority rosters, also names of switchmen on leaves of absence for thirty days or more.

ARTICLE XXVII.

Notification of Time Not Allowed.

When for any reason the time claimed by time slips is not allowed, or if the time slip is not made out correctly they will be returned within ten (10) days and the reason given therefor.

If a pay check is short eight hours or more, a discharge check will be issued covering the shortage, on request.

Shortage in Pay Checks.

ARTICLE XXVIII.

Where regularly assigned to perform service within switching limits, yardmen shall not be used in road service when road crews are available, except in case of emergency. When yard crews are used in road service under conditions just referred to, they shall be paid miles or hours, whichever is the greater, with a minimum of one hour, for the class of service performed, in addition to the regular yard pay and without any deduction therefrom for the time consumed in said service.

Working Outside of Yard Limits.

ARTICLE XXIX.

The foregoing rates shall be effective April 1, 1924 and rules shall be effective May 1, 1923 (rules not affected by Memorandum of Agreement dated at Chicago April 8, 1924), except for the Chicago Terminals which are covered by agreement supplemental hereto, and shall remain in effect until December 31, 1925, and thereafter subject to thirty days' written notice by either party.

Agreement

THE ATCHISON, TOPEKA AND SANTA FE RAILWAY COMPANY.

R. H. ALLISON,
D. S. FARLEY,
C. H. BRISTOL,
F. L. MYERS,

Assistant General Managers.

FOR THE YARDMEN:

H. W. GROSS,
General Chairman, B. of R. T.

A. HIMMELWRIGHT,
General Secretary, B. of R. T.

Approved:

THE ATCHISON, TOPEKA AND SANTA FE RAIL-
WAY COMPANY.

F. C. FOX,
General Manager, Eastern Lines.

F. A. LEHMAN,
General Manager, Western Lines.

PANHANDLE AND SANTA FE RAILWAY COMPANY.

F. A. LEHMAN,
Vice-President and General Manager.

