

On Track Safety Manual

OTS-I



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THE BELT RAILWAY COMPANY OF CHICAGO

On-Track Safety Manual for Roadway Workers

1. Introduction.....	4
2. Training.....	4
2.1 All Roadway Workers.....	4
2.2 Maintenance of Way Rules-Qualified Employees.....	4
2.3 Contractors.....	4
3. Job Briefings.....	5
3.1 Job Briefing for Roadway Work Groups.....	5
3.2 Job Briefing for Lone Workers.....	6
3.3 Access to Functional Radio.....	6
4. On-Track Safety Procedures.....	7
4.1 Exclusive Track Occupancy.....	7
4.2 Inaccessible Track.....	8
4.3 Individual Train Detection.....	9
4.4 Train Approach Warning (Lookout).....	10
5. On-Track Safety on Adjacent Tracks.....	11
6. Audible Warning from Trains.....	12
7. Operating and Working Near Roadway Machines.....	12
7.1 Operating Roadway Machines Safely.....	12
7.2 Moving Track Cars Within Working Limits.....	12
7.3 Work Zone Around Machines.....	13
7.4 Safe Working Distance Between Machines.....	14
7.5 Safe Traveling Distance Between Machines.....	14
7.6 Tying Up On Track Equipment.....	14
8. Right to Challenge On-Track Safety.....	15
8.1 Responsibilities of the Railroad.....	15
8.2 Responsibilities of the Roadway Worker.....	15
8.3 Resolving Challenges to On-Track Safety Procedures.....	16
9. On-Track Safety Program Documentation.....	19
9.1 Written Statement of On-Track Safety	19

APPENDIX A – Definitions..... 20

APPENDIX B – Good Faith Challenge Form..... 25

APPENDIX C – BRC RWP Rules Pertaining to On-Track Safety 26

APPENDIX D – General Code of Operating Rules Pertaining to On-Track Safety.... 27

APPENDIX E – System Special Instructions Pertaining to On-Track Safety... 28

APPENDIX F – BRC Safety Rules Pertaining to On-Track Safety..... 29

APPENDIX G – Written Statement of On-Track..... 30

APPENDIX H – Sight Distance Chart..... 32

1. Introduction

This manual explains the On-Track safety requirements for all roadway workers.

The instructions in this manual conform to the FRA regulations for roadway worker protection.

The purpose of this manual is to prevent accidents and injuries from railroad cars, locomotives, and roadway machines striking roadway workers and machines.

Included with the instructions contained herein are:

- BRC Roadway Worker Protection Program
- General Code of Operating Rules (GCOR)
- BRC Timetable/System Special Instructions
- BRC Safety Rules

These instructions do not govern the movement of on-track equipment (including roadway machines) from one location to another.

2. Training

2.1 All Roadway Workers

All roadway workers must receive annual on-track safety training.

In addition, lookouts, flagmen, lone workers, machine operators, and roadway workers in charge (RWIC) must be qualified on the on-track safety procedures specific to their positions.

2.2 Maintenance of Way Rules-Qualified Employees

In addition to the training and qualification that all roadway workers receive, every roadway worker must be qualified on the operating rules applicable to On-track safety.

2.3 Contractors

Contractors whose employees perform work on BRC property and/or tracks operated under control of the BRC are responsible for training, testing, and implementing procedures to protect their workers and comply with applicable FRA regulations and BRC rules.

The training and testing records of these employees, as required by 49 CFR Part 214 and 217 by the contractor to the BRC or another carrier, must be made available upon request.

3. Job Briefings

A job briefing must be conducted before any roadway worker fouls any track.

A job briefing is complete only when each roadway worker has acknowledged understanding of the on-track safety procedures and instructions.

3.1 Job Briefing for On-Track Safety

The RWIC must conduct a job briefing that includes all information related to on-track safety. This job briefing is given to every roadway worker who will foul the track. In addition to other safety issues, the minimum on-track safety information must include the:

- Designated RWIC
- Type of On-track safety provided
- Track limits and time limits of track authority
- Tracks(s) that may be fouled
- On-track safety provided on adjacent tracks, if any Procedure to arrange for on-track safety on other tracks, if necessary
- Method of warning when on-track safety is provided by a lookout
- Designated place of safety where workers clear for trains
- Designated work zone around machines
- Safe working/traveling distance between machine
- Accessibility of the RWIC
- RWIC must complete Statement of On-Track Safety (Appendix G)

The RWIC must give a follow-up job briefing whenever:

- Working conditions or procedures change
- Other workers enter the working limits; or,
- On-track safety is changed, extended, or about to be released

Refer to the current BRC Safety Rule 10.2 for additional job briefing guidelines.

3.2 Job Briefing for Lone Workers

Each lone worker must participate in a job briefing with their supervisor or other designated employee at the beginning of each shift. This job briefing will include his planned itinerary and the procedures that he intends to use to establish on-track safety.

The Lone Worker must complete Statement of On-Track Safety (Appendix G).

If communications cannot be established with the supervisor or designated employee, a lone worker must verify on-track safety with the train dispatcher.

<p>EXCEPTION: If all communication channels are disabled, conduct the job briefing as soon as communications are restored.</p>

3.3 Access to Functional Radio

Job briefing must verify that each RWIC of a roadway work group or lone worker has immediate access to a working radio. When immediate access to a working radio is not available, the RWIC or lone worker must have a radio capable of monitoring transmissions from train movements in the vicinity.

4. On-Track Safety Procedures

On-track safety will be provided for roadway workers by one or more of the following methods:

- Exclusive track occupancy
- Inaccessible track
- Individual train detection (ITD)
- Train approach warning (TAW)

The RWIC of the roadway work group, or the lone worker, determines the type of on-track safety to be used. The type of on-track safety selected must comply with the provisions of this manual, as well as with:

- BRC Roadway Worker Protection Program
- General Code of Operating Rules
- BRC Timetable/Special Instructions

4.1 Exclusive Track Occupancy

Exclusive track occupancy is used to establish working limits on controlled tracks. Exclusive track occupancy is issued by the train dispatcher and established through:

- Track and Time Authority
- Track Bulletin Form B
- Track Bulletin removing the track from service
- Foul Time

All movements, including train and engine movements, within the out-of-service track will be made under the authority of the RWIC.

The RWIC must specify the moves to be made, the exact limits of the authorized movements and speed of the moves. Unless otherwise instructed, trains and engines will move at restricted speed.

When protection is no longer required, release the track back to the train dispatcher.

4.2 Inaccessible Track

Inaccessible track is a method of establishing working limits on non-controlled tracks by making the track physically inaccessible to trains and equipment.

Non-controlled track is track on which trains are permitted by railroad rule or special instruction to move without receiving authorization from a train dispatcher, consisting of:

- Non-controlled main track
- Other than main track (yard tracks; industrial leads/tracks)

In areas where remote control operations may be in effect, working limits may not be established by making the track inaccessible until the RWIC:

1. Contacts the appropriate Humpmaster to determine if a remote control zone is activated; and
2. Conducts a job briefing with each remote control operator to discuss the method and location of inaccessible track.

Inaccessible track can also be used to establish working limits on adjacent non-controlled tracks when it is necessary to foul adjacent tracks.

The working limits using inaccessible track are designated by one or more of the following methods:

- Line a switch or derail to prevent access to the working limits. Tag the switch or derail and lock, spike, and/or clamp it securely. An effective securing device must be used so that no other craft can unlock it.
- Place an RWPP qualified flagman to hold all trains and equipment clear of the working limits.
- Place portable derail(s) with red flag(s). Derails and red flags must be placed 150 ft. in advance, if possible, from the working limits to prevent movement into the limits. Lock or, otherwise effectively secure, the derail so that it cannot be removed. Place red flags 150 ft. in advance of the working limits.
- Establish discontinuity in the rail to prevent movement into the working limits.
- Establish working limits on track(s) that provides the only access to the track(s) to be made inaccessible.

Use derails (with red flags), switches lined against, or discontinuity in the rail to protect against the possibility of standing cars rolling into your working limits.

However, protection against standing cars is not required for the operation of on-track snow blowers and weed spray trucks, if ground personnel are not involved.

4.3 Individual Train Detection

Individual train detection (ITD) is a form of on-track safety for use only by lone workers. A lone worker can use on-track safety procedures other than ITD if the lone worker feels the situation requires.

ITD can be used to provide on-track safety only if all of the following conditions are met:

The lone worker is trained, qualified, and designated to use ITD

Only routine inspection or minor repair is being performed. The lone worker may not occupy a position or perform a task that would interfere with detection of the approach of trains or equipment in either direction.

The lone worker can visually detect the approach of trains or equipment moving at maximum speed and can occupy a place of safety at least 15 second before its arrival. Do not use a temporary speed restriction to determine sight distance. Use the maximum timetable speed, including permanent speed restrictions, to determine sight distance.

While using Individual Train Detection, no power operated tools or machines are in use within hearing range.

The lone worker's ability to hear and see approaching trains and equipment is not impaired by:

- Background noise
- Lights
- Inclement Weather
- Passing Trains
- Other Physical Conditions

The lone worker has completed a Statement of On Track Safety (See Appendix B). This document must produce this completed document upon request.

4.4 Train Approach Warning (Lookout)

When roadway workers foul a track outside working limits, lookouts can provide on-track safety using Train Approach Warning (TAW). Use TAW to provide on-track safety only if all the following conditions are met:

- Each lookout is trained, qualified, designated, and equipped to provide train approach warning.
- A lookout can give a train approach warning in time to allow each roadway worker to occupy a previously arranged place of safety at least 15 seconds before the movement of equipment at maximum authorized speed on that track can pass the location of the Roadway Worker.

NOTE: Use chart in Appendix H to determine sight distance required to provide for necessary time to clear the track.

- Each roadway worker is in a position to receive a train approach warning.
- Lookout(s) can devote their entire attention to detecting approaching trains and warning the roadway workers.
- Lookouts may not be assigned other duties while functioning as a lookout.
- Lookouts must remain at their lookout position until the RWIC either determines that protection is no longer necessary or sends another lookout to relieve them.
- The lookout's method of communicating a train approach warning is distinctive and can be clearly understood regardless of noise or work distraction. The method can consist of:
 - Sounding an air horn.
 - Verbally communicating. Do not use radios as the sole means of communication to provide TAW
 - Touching the roadway worker(s).
 - Whistle

NOTE: TAW can be used only to protect roadway workers and may not be used to protect track that is unsafe for train movement or to protect equipment occupying or fouling the track.

5. On-Track Safety on Adjacent Tracks

On-track safety can be established on adjacent tracks as outlined in Section 4, On-Track Safety Procedures.

Use the following table to protect employees or equipment fouling adjacent main tracks.

<u>Type of Track</u>	<u>Methods of Protection</u>
Controlled	Exclusive Track Occupancy Train Approach Warning Foul Time
Non-Controlled	Inaccessible Track Train Approach Warning

6. Audible Warning from Trains

Trains must sound their locomotive whistle and ring their bell when approaching roadway workers on or near the track, regardless of local whistle prohibitions.

Whistle must be sounded intermittently until head end of train has passed the roadway work group.

To give trains advance notice of roadway workers on or near the track, each roadway worker must wear a company-approved reflectorized torso covering.

7. Operating and Working Near Roadway Machines

Roadway workers who operate or work near roadway machines must comply with the following instructions:

- On-track safety procedures outlined in Section 4. On-Track Safety Procedures
- BRC Safety Rules: 20.4, 20.4.1, 20.7.7, 20.7.8, 20.8.1, 20.8.2, 20.8.3.

7.1 Operating Roadway Machines Safely

Operators of roadway machines must follow these instructions to operate their machines safely:

1. Keep the operator's manual, if available, which includes instructions for safe operation, with each machine.
2. If you have a question about the safe operation of your machine, ask your supervisor.
3. BRC Safety Rules 20.4, 20.4.1, 20.7.7, 20.7.8, 20.8.1, 20.8.2, 20.8.3.

7.2 Moving On-Track Equipment Within Working Limits

Operators of on-track equipment must do the following:

- Movement of trains, engines and other railroad equipment within working limits will be made only under the direction of the roadway worker having control of the working limits.

- Such movements will be at Restricted Speed unless the roadway worker having control of the working limits has specifically authorized a higher speed.

7.3 Work Zone Around Machines

A. Roadway Workers

Roadway workers must not enter a machine's work zone without first communicating with the operator to establish safe work procedures.

Unless a different work zone is established in the job briefing, the work zone extends from a point 15 ft. in front of the machine to a point 15 ft. behind the machine.

NOTE: Some machines, such as cranes and ballast regulators, also require lateral or side clearance to ensure the safety of all roadway workers.

B. Roadway Machine Operators

Roadway machine operators must follow these requirements when operating around roadway workers:

1. If your machine is equipped with a horn or back-up alarm, sound the horn (3 short blasts), or ensure the alarm is sounding before making a reverse move.
2. If you must make a move of more than 15 ft. (or other work zone distance specified in job briefing), make sure the way is clear before making the move.
3. Do not approach closer than 15 ft. to any roadway worker fouling the track without first communicating with the roadway worker.

7.4 Safe Working Distance Between Machines

Unless a different distance is specified in the job briefing, keep at least 50 ft. between roadway machines while working.

7.5 Safe Traveling Distance Between Machines

- Keep at least 300 ft. behind other on-track equipment, trains or engines while traveling
- *When roadway machines need to “bunch up” to move over highway or rail crossings, keep at least 50 ft. between the machines*
- When slowing down or stopping, comply with BRC Safety Rule 20.1.3.

7.6 Tying Up Machines

Use the following process to tie up machines at the completion of work:

1. Secure all brakes, booms, locks, and hooks.
2. Dismount the machine on the field side of the track, away from live traffic.

EXCEPTION: If the track is between live tracks, dismount on the side designated in the Job Briefing.

3. Stand beside machine and direct the next roadway machine to a stop.
4. Do not go between machines until all machines have come to a stop or the RWIC has given permission.

8. Right to Challenge On-Track Safety

The railroad and each roadway worker share joint responsibility for ensuring that on-track safety is provided.

8.1 Responsibilities of the Railroad

The railroad must:

1. Provide proper training of every roadway worker as outlined in Part 2. Training
2. Guarantee each employee the absolute right to challenge, in good faith, whether the On-track safety procedures to be applied at the job site comply with the BRC RWPP rules. Each employee has the right to remain clear of the track until the challenge is resolved.
3. Follow the procedure outlined in 8.3 to resolve challenges promptly and equitably.

8.2 Responsibilities of the Roadway Worker

Each roadway worker has the following responsibilities:

1. Follow the railroad's on-track safety procedures.
2. Never foul a track except when necessary to perform your duties.
3. Before fouling a track, determine that on-track safety is being provided.

NOTE: A roadway worker or roadway machine is considered to be fouling a track when within 4 ft. of the nearest rail.

Employees must refuse any directive to violate an on-track safety rule and promptly notify a supervisor when the safety provision to be applied at the job site do not comply with railroad rules.

8.3 Resolving Challenges to On-Track Safety Procedures

Comply with the following procedure to resolve an on-track safety challenge.

NOTE: Employees may not be subject to any retribution or punishment for making a good faith challenge to on-track safety procedures.

Good Faith Challenge:

- A. A roadway worker with honest, good-faith concerns regarding whether the on-track safety rules being applied at the job location are not in compliance with the BRC RWPP has the absolute right to challenge those on-track safety rules.
- B. If the designated person providing the on-track safety concurs with the concern reported, the appropriate measure to achieve the necessary level of safety will be implemented before the affected individual(s) are allowed to foul the track.
- C. If the designated person providing the on-track safety believes the level of safety being provided is in compliance, the designated person providing the on-track safety shall consult with another individual who is trained and qualified in accordance with the BRC RWPP. More specifically, the individual consulted must be trained and qualified on the rules for providing on-track safety for the particular form of protection in question.
 1. If the individual consulted believes the level of safety is in compliance, no additional on-track safety measures are required to foul the track.
 2. If the individual consulted concurs with the concern reported, the appropriate measures to achieve compliance will be taken. The BRC RWPP rules will be implemented before the affected individuals(s) are allowed to foul the track.
- D. Documentation (*GFC Form found in Appendix B*)
 1. When a roadway worker questions compliance with on-track safety rules at the job location, he must document those concerns in writing and deliver the written documentation to the designated person providing on-track safety prior to the close of the work shift in which the concerns are raised.
 2. The written documentation must include the following information:
 - a) Name(s) of individual(s) with good faith concerns and their employee ID number(s)
 - b) Work assignment/Gang assignment
 - c) Date and Time
 - d) Location, Track number and milepost, if needed

- e) Specific conditions that constitute the exception to the protection provided
 - f) Determination of the designated person providing on-track safety
 - g) Comments of the consulted employee.
3. The designated person providing the on-track safety and, if applicable, the trained and qualified individual consulted must also acknowledge in writing the pertinent circumstances involved in their determination and will give all to their immediate supervisor.
 4. The supervisor will bring report to the Chief Engineer's office where upon a meeting will be held between the supervisor, Chief Engineer and the BRC Director of Rules and Compliance to determine if procedures were followed and if any follow-up training should happen.
 5. A record of the matter will be kept on file for one year in the office of the Rules Compliance Officer. The designated person providing on-track safety as described in D, 1 above is responsible for forwarding the written documentation to his immediate Supervisor.

E. Roadway Maintenance Machine Safety for Self-Propelled and Hi-Rail Equipment

Employees operating on-track roadway maintenance machines and hi-rail vehicles as defined by 49 CFR Part 214, Section 214.7, Sub part D have the right and responsibility, when acting in good faith, to make challenges relative to the operational safety or the safe condition of the equipment being operated.

Reporting and appeal process for on-track roadway maintenance machines and hi-rail vehicles:

1. An employee operating an on-track roadway maintenance machine or hi-rail vehicle with honest and good faith concerns that the equipment or vehicle does not comply with FRA regulations, or has a condition that inhibits its safe operation, shall inform the supervisor who instructed the employee to operate the equipment or hi-rail vehicle of the condition that does not comply with FRA regulations or inhibits safe operation.

The employee may refuse to operate that equipment or vehicle until the good-faith challenge is resolved.

2. If the supervisor concurs with the employee that the condition is unsafe, appropriate repairs will be made/scheduled as required by 49 CFR Part 214, Section 214.531.

3. If the supervisor believes the condition reported is in compliance with FRA regulations and the employee, in good faith, disagrees, the supervisor will notify the Chief Engineer, or the Chief Engineer's designee, of the employees concern regarding the condition of the equipment or vehicle.
 4. If the Chief Engineer or designee concurs with the employee that the condition is unsafe, appropriate repairs will be made/scheduled as required by 49 CFR Part 214, Section 214.531.
 5. If the Chief Engineer or designee believes the condition reported is in compliance with FRA regulations and the employee disagrees, the employee may refuse to operate the equipment. The Chief Engineer or designee will then arrange for an independent third party to ascertain if the equipment or vehicle meets FRA regulations.
 6. Action initiated under the notification, and resolution procedure that is not based on good faith regarding the operational safety and safe condition of on-track roadway maintenance machines and hi-rail vehicles is a violation of the BRC RWPP rules and requirements.
- F. Action initiated under the reporting and appeal procedure that is not based on a good faith regarding compliance with the on-track safety rules is not permissible and violates BRC RWPP rules and requirements.

9. On-Track Safety Program Documentation

9.1 Written Statement of On-Track Safety

A lone worker using individual train detection (ITD) must complete the Statement of On-Track Safety Form prior to fouling a track. The statement must be in the employee's possession while work is being performed and available for inspection by a railroad official or Federal Railroad 14

Administration representative whenever the lone worker is using ITD (49 CFR 214.335(f)). See Appendix G for the form.

Appendix A:

The following are definitions that will be used throughout the On-Track Safety Manual for Roadway Workers (OTS-1):

Adjacent Tracks – Two or more tracks with track centers spaced less than 25 feet apart.

Adjacent Controlled Track – A controlled track whose track center is spaced 19 feet or less from the track center of the occupied track.

Control Operator – A railroad employee in charge of an interlocking, control point or segment of controlled track.

Control Point – A location where signals and/or other functions of a traffic control system are controlled from the control machine.

Controlled Track – Track upon which the railroad's operating rules require that all movements of trains, engines and on-track equipment must be authorized by a train dispatcher.

Effective Securing Device – A vandal and tamper resistant lock, keyed for application and removal only by the roadway worker(s) for whom the protection is provided. In the absence of a lock, it is acceptable to use a spike driven firmly into a switch tie or a switch point clamp to prevent the use of a manually operated switch. It is also acceptable to use portable derails secured with specifically designed metal wedges.

Securing devices without a specially keyed lock shall be designed in such a manner that they require railroad track tools for installation and removal and the operating rules of the railroad must prohibit removal by employees other than the class, craft, or group of employees for whom the protection is being provided. Regardless of the type of securing device, the throwing handle or hasp of the switch or derail shall be uniquely tagged. If there is no throwing handle, the securing device shall be tagged.

Exclusive Track Occupancy – A method of establishing working limits on Controlled Track, in which movement authority of trains, engines or other

railroad equipment is withheld by the dispatcher, control operator or restricted by flagmen.

Flagman – When used in relation to roadway worker on-track safety means a qualified employee designated to direct or restrict the movement of trains, engines or on-track equipment past a point on a track to provide on-track safety for roadway workers. The flagman is engaged solely in performing that function.

Foul Time – A method of establishing working limits on controlled track in which a roadway worker is notified by the train dispatcher that no trains will operate within a specific segment of controlled track until the roadway worker reports clear of the track.

Fouling a Track – The location of an individual or a piece of equipment in such proximity to a track that the individual or equipment could be struck by a moving train, or on-track equipment, or in any case is within four feet of the field side of the near running rail. 16

Hi-rail Vehicle – A roadway maintenance machine that is manufactured to meet Federal Motor Vehicle Safety Standards and is equipped with retractable flanged wheels so that the vehicles may travel over the highway or on railroad tracks.

Inaccessible Track – A method of establishing working limits on Non-Controlled Track by physically preventing entry and movement of trains and equipment.

Individual Train Detection (ITD) – A procedure by which a lone worker acquires on-track safety by seeing approaching trains, engines or other on-track equipment and leaving the track before they arrive and which may be used only under circumstances strictly defined in Rule 20.9.

Interlocking, Manual – An arrangement of signals and signal appliances operated from an interlocking machine and so interconnected by means of mechanical and/or electric locking that their movements must succeed each other in proper sequence, train movements over all routes being governed by signal indication.

Lone Worker – An individual roadway worker that is not being afforded on-track safety by another roadway worker, is not a member of a roadway work group, and is not engaged in a common task with another roadway worker.

Maximum Authorized Speed – The highest speed permitted for the movement of trains permanently established by timetable/special instructions, general order, or track bulletin.

Minor Correction – One or more repairs of a minor nature, including but not limited to, spiking, anchoring, hand tamping, and joint bolt replacement that is accomplished with hand tools or handheld pneumatic tools only. The term does not include welding, machine spiking, machine tamping, or any similar distracting repair.

Non-Controlled Track – Track upon which trains and engines are permitted by railroad rule or special instructions to move without receiving authorization from a train dispatcher.

Occupied Track – A track on which on-track, roadway maintenance machinery or coupled equipment is authorized or permitted to be located while engaged in a common task with a roadway work group with at least one of the roadway workers on the ground.

On-Track Roadway Maintenance Machine – A self-propelled, rail-mounted, non-highway, maintenance machine whose light weight is in excess of 7,5000 pounds and whose purpose is not for the inspection of railroad track.

On-Track Safety – A state of freedom from the danger of being struck by a moving railroad train or other equipment provided by operating and safety rules that govern track occupancy by personnel, trains and on-track equipment.

On-Track Safety Manual – The entire set of on-track safety rules and instructions maintained together in one manual designed to prevent roadway workers from being struck by trains or other on-track equipment. These instructions include operating rules and other procedures concerning on-track safety protection and on-track safety measures. 17

Qualified – A status attained by an employee who has successfully completed any required training, has demonstrated proficiency in same, and has been authorized by the BRC to perform the duties of a particular position or function.

Restricted Speed – When required to move at restricted speed, movement must be made at a speed that allows stopping within half the range of vision short of:

- Train.
 - Engine.
 - Railroad car.
 - Men or equipment fouling the track.
 - Stop signal.
- Or
- Derail or switch lined improperly.

When a train or engine is required to move at restricted speed, the crew must keep a lookout for broken rail and not exceed 20 MPH.

Comply with these requirements until the leading wheels reach a point where movement at restricted speed is no longer required.

Roadway Maintenance Machine – A device powered by any means of energy other than hand power that is being used on or near a railroad track for maintenance, repair, construction or inspection of track, bridges, roadway, signal or communications. Roadway machines may have highway or rail wheels, or may be stationary.

Roadway Work Group – Two or more roadway workers organized together on a common task.

Roadway Worker – Any employee of a railroad, or of a contractor to a railroad, whose duties include: inspection, construction, maintenance or repair of railroad tracks, bridges, roadway, signal and communication systems, roadway facilities or operation of roadway machinery, fouling a track or with the potential of fouling a track or when working as flagmen or lookouts. (All Roadway Workers are required to wear a high visible reflectorized torso covering).

Roadway Worker in Charge (RWIC) – A roadway worker who is qualified as defined in Rule 200.12.5 to establish on-track safety for roadway work groups.

Train Approach Warning – A method of establishing on-track safety by warning roadway workers of the approach of trains, engines or other railroad equipment, in ample time for them to move to or remain at a place of safety.

Train Dispatcher – A railroad employee assigned to control and issue orders governing the movement of trains and other railroad equipment on a specific segment of railroad track in accordance with the operating rules of the railroad that apply to that segment of track.

Watchman/Lookout – An employee who has been trained and qualified to provide warning to roadway workers of approaching trains or on-track equipment. Watchman/Lookouts shall be properly equipped to provide visual and auditory warning such as whistle, air horn, white disk, red disk, lantern or fusee. A watchman/lookout's sole duty is to look out for approaching trains/on-track equipment and provide at least fifteen seconds advanced warning to employees before arrival of trains/on-track equipment.

Working Limits – A segment of track within defined limits upon which trains, engines or other railroad equipment may operate only as authorized by the roadway worker having control over that defined segment of track. Working limits may be established through "Exclusive Track Occupancy", "Foul Time" or "Inaccessible Track".

Working Radio – A radio that can be used to communicate with the train dispatcher.

Work Zone – The area around a roadway machine that must not be entered without first communicating with the operator to establish safe work procedures.

Appendix B:



THE BELT RAILWAY COMPANY OF CHICAGO
RWP GOOD FAITH CHALLENGE FORM

NAME(S) of Individual(s) w/Good Faith Concerns:	WORK NO.
WORK ASSIGNMENT/GANG ASSIGNMENT	DATE & TIME
	LOCATION
	TRACK NO.
	MILEPOST
Specific condition that constitutes the exception to the protection provided:	
Determination of the designated person providing on-track safety:	
Comments of the Consulted Employee:	

Appendix C:

LIST OF BRC ROADWAY WORKER PROTECTION PROGRAM RULES PERTAINING TO ON-TRACK SAFETY:

200.1	Roadway Worker Responsibility	200.8.1	Roadway Worker Groups
200.2	Supervision and Communication	200.8.2	Roadway Worker Groups
200.2.2	Supervision and Communication	200.8.3	Roadway Worker Groups
200.2.3	Supervision and Communication	200.9.1	Individual Train Detection
200.2.4	Supervision and Communication	200.9.2	Individual Train Detection
200.2.5	Supervision and Communication	200.9.3	Individual Train Detection
200.2.6	Supervision and Communication	200.9.4	Individual Train Detection
200.3.1	Working Limits	200.9.5	Individual Train Detection
200.3.2	Working Limits	200.9.6	Individual Train Detection
200.3.3	Working Limits	200.11.1	On-Track Safety for Adjacent-Controlled Tracks
200.3.4	Working Limits	200.11.2	On-Track Safety for Adjacent-Controlled Tracks
200.3.5	Working Limits	200.12	Training and Qualification, General
200.4.1	Exclusive Track Occupancy	200.12.1	Training for all Roadway Workers
200.4.2	Exclusive Track Occupancy	200.12.2	Training and Qualification for Lone Workers
200.4.3	Exclusive Track Occupancy	200.12.3	Training and Qualification of Lookouts
200.5	Foul Time	200.12.4	Training and Qualification of Flagmen
200.6.1	Inaccessible Track	200.12.5	Training and Qualification Roadway Workers who provide on-Track Safety for Roadway Work Groups
200.6.2	Inaccessible Track	200.12.6	Training and Qualification in On-Track Safety for Operators of Roadway Maintenance Machines
200.6.3	Inaccessible Track		
200.6.4	Inaccessible Track		
200.6.5	Inaccessible Track		
200.6.6	Inaccessible Track		
200.7.1	Train Approach Warning		
200.7.2	Train Approach Warning		
200.7.3	Train Approach Warning		
200.7.4	Train Approach Warning		
200.7.5	Train Approach Warning		

Appendix D:

LIST OF GCOR RULES PERTAINING TO ON-TRACK SAFETY:

- 1.1.1 Maintaining a Safe Course
- 1.1.2 Alert and Attentive
- 1.3.1 Rules, Regulations and Instructions
- 1.3.2 General Orders
- 1.3.3 Circulars, Instructions and Notices
- 1.5 Drugs and Alcohol
- 1.20 Alert to Train Movement
- 2.14 Transmission of Mandatory Directives
- 2.14.1 Verbally Transmitting and Repeating Mandatory Directives
- 2.15 Phonetic Alphabet
- 2.21 Electronic Devices
- 4.1 New Timetable
- 4.2 Special Instructions
- 6.1 Repeat Instructions
- 6.3 Main Track Authorization
- 6.7 Remote Control Zone
- 6.11 Mandatory Directive
- 6.13 Yard Limits
- 6.27 Movement at Restricted Speed
- 6.28 Movement on Other than Main Track
- 6.31 Maximum Authorized Speed
- 8.1 Hand Operation of Switches
- 8.2 Position of Switches
- 8.3 Main Track Switches
- 8.4 Lining Main Track Switch
- 8.6 Restoring Switch to Normal Position
- 8.7 Clear of Main Track Switches
- 8.8 Switches Equipped with Locks, Hooks or Latches
- 8.12 Hand-Operated Crossover Switches
- 9.12.1 CTC Territory
- 9.12.2 Manual Interlockings
- 9.13 When Instructed to Operate Dual Control Switches by Hand
- 9.17 Entering Signaled Track at Hand-Operated or Spring Switch
- 9.18 Electrically Locked Switches and Derails
- 10.1 Authority to Enter CTC Limits
- 10.2 Clearing Through Hand-Operated Switches
- 10.3 Track and Time
- 10.3.1 Protection of Limits
- 10.3.2 Protection of Machines, Track Cars or Employees
- 10.3.3 Joint Track and Time
- 10.3.4 Track and Time Acknowledgment

Appendix E:

LIST OF BRC TIMETABLE/SYSTEM SPECIAL INSTRUCTION RULES PERTAINING TO ON-TRACK SAFETY:

- 1.3.1 Rules, Regulations and Instructions (Addition)
- 1.3.3 Circulars, Instructions and Notices (Addition)
- 1.10 Games, Reading or Other Media (Addition)
- 1.15 Duty – Reporting or Absence (Application)
- 2.2 Required Identification (Application)
- 2.3 Repetition (Addition)
- 2.14.1 Verbally Transmitting and Repeating Mandatory Directives (Addition)
- 2.21 Electronic Devices (Supersede)
- 5.4.9 M/W Protection in Yard and Other Than Main Track (Addition)
- 6.2 Initiating Movement (Addition)
- 6.2.2 Daily Operating Bulletin (New)
- 6.3 Main Track Authorization (Supersede)
- 6.32.3 Providing Warning for Adjacent Tracks (Application)
- 8.2 Position of Switches (Addition)
- 8.3 Main Track Switches (Supersede)
- 10.3 Track and Time (Supersede)

Appendix F:

LIST OF BRC SAFETY RULES PERTAINING TO ON-TRACK SAFETY:

- 10.1 Safety Responsibilities
- 11.6 Proper Attire
- 20.1.1 Walking On or Near Tracks
- 20.1.2 Precautions near Passing Trains or Equipment
- 20.2.1 Step over Rail
- 20.2.2 Sufficient Distance
- 20.4 Getting On or Off Equipment
- 20.4.1 Standing Equipment
- 20.7.7 Riding Locomotive Cranes and Work Equipment
- 20.8 Close Clearances
- 20.8.1 Avoiding Fouling Hazards
- 20.8.2 Maintain Lookout
- 20.8.3 Impaired Clearances

Appendix G:

The Belt Railway Company of Chicago



STATEMENT OF ON-TRACK SAFETY

A Roadway Worker establishing on-track protection must complete this form, before the On-Track Safety Briefing is conducted prior to fouling the track.

This form is to be maintained by the designated employee in charge to provide on-track safety protection.

When Individual Train Detection (ITD) or Train Approach Warning is used, the EIC will complete this form and the section on the back of the page prior to fouling any track.

This form is subject to inspection at any time by BRC or FRA representatives.

1. Provide the following information:

<u>Date:</u>	<u>EIC Name:</u>
Form of On-Track Safety Protection (Choose One)	Exclusive Track Occupancy
	Foul Time
	Inaccessible Track
	Train Approach Warning
	Individual Train Detection

Adjacent Track Protection (Choose One)	Exclusive Track Occupancy
	Foul Time
	Inaccessible Track
	Train Approach Warning
Subdivision/Industrial Lead/Yard:	
Interlocking Name (If Applicable):	
Work Location: Station(s) Milepost(s) or Track(s) Identifier:	
Time Limits (From and To):	

Designed Location to Clear:

--

Train Approach Warning For Individual Train Detection

In the table below, place an X in the box adjacent to the maximum authorized speed of trains within the working limits specified above. The minimum sight distance associated with that speed provides 15 seconds for employees to clear the track.

NOTE: WHEN CALCULATING TIME TO CLEAR NOTE THAT ADDITIONAL TIME MUST BE ADDED FOR THE TIME REQUIRED TO CLEAR THE TRACK (Use chart in Appendix C)

<u>Maximum Authorized Speed (MPH)</u>	<u>Minimum Sight Distance</u>
5	110
10	220
15	330
20	440
25	550

This form must be in the employee's possession while work is being performed and is subject to inspection by BRC or FRA representatives.

Appendix H: Sight Distance Chart

Use this chart if it will take you 10 seconds or less to clear:

Maximum Authorized Speed (MPH)	Minimum Sight Distance
10	367
15	550
20	733
25	917
30	1100
35	1283
40	1467

Use this chart if it will take you 20 seconds or less, but more than 10 seconds to clear:

Maximum Authorized Speed (MPH)	Minimum Sight Distance
10	513
15	770
20	1027
25	1283
30	1540
35	1797
40	2053

Use this chart if it will take you 30 seconds or less, but more than 20 seconds to clear:

Maximum Authorized Speed (MPH)	Minimum Sight Distance
10	660
15	990
20	1320
25	1650
30	1980
35	2310
40	2640