



Logistics Park Chicago Automotive Facility

27141 S. Industrial Park Dr.
Elwood, IL 60421

Yard Rules and Policies

- 1) Please Exercise caution at all times. Your safety and the safety of others is the first priority.
- 2) Firearms and weapons are prohibited.
- 3) Alcohol and illegal drugs are prohibited, as is entering the facility under the influence of these substances.
- 4) Reflective Wear is required.
- 5) ALL accidents and injuries must be reported immediately.
- 6) Vehicle damage MUST be reported per the Damage Reporting Process. Damage will not be accepted or verified after a vehicle has left the facility or if the Process has not been followed.
- 7) No littering, truck washing, truck maintenance, trash dumping or parts storage on the facility.
- 8) Trucks may be denied entry if leaking fluid.
- 9) Leaks and spills must be immediately contained and cleaned up and ramp personnel notified.
- 10) Overnight parking is not allowed except through formal agreement with BNSF. Personal vehicles and trucks parked outside designated areas or without proper authorization will be towed at owner's expense. BNSF IS NOT RESPONSIBLE FOR ANY DAMAGE OR THEFT OCCURRING TO ANY VEHICLE OR ITS CONTENTS.

- 11) Drive, stop, park and load trucks ONLY in designated areas (see map on opposite side of pamphlet).
- 12) No pets allowed on BNSF property.
- 13) Family members or friends are not allowed to accompany any drivers into the BNSF facility.
- 14) Any vehicle exiting the facility is subject to search. Any refusal request to search will result in a loss of privilege to drive on the facility.
- 15) All drivers must have vehicle operator's license and produce it upon demand. Those drivers operating on an interim or temporary license must also have some form of photo identification in their possession.
- 16) Obey all traffic markings and signs. When in doubt, Yield.
- 16) Use of horns on the facility is limited to emergency situations only.
- 17) Unless a different speed is posted, the SPEED LIMIT is 15 MPH while on the facility. Always drive at speeds that will allow you to stop short of ANY unexpected obstruction.
- 18) The use of CUSTOMER VEHICLES FOR SHUTTLE, TAXI, OR PERSONAL USE is prohibited.
- 19) All trucks must provide documentation at exit: a bill of lading listing each vin, proper documentation of damage, and the bay tag for each vehicle loaded on the truck.
- 20) This facility is for BNSF customer traffic only. Do not store or stage vehicles from other facilities here unless approved by BNSF Automotive management.
- 21) Driving through the yard with skid plates down is prohibited.
- 22) Parking or loading in vehicle drive aisles is prohibited unless otherwise posted.

Damage Reporting Process

- 1) If damage is a severity 1 or 2, note the damage on the bill of lading by using the appropriate 5 digit code (location/damage type/severity).
- 2) If damage is a severity 3 or above:
 - a. DO NOT MOVE VEHICLE
 - b. Contact your yard supervisor and he and the appropriate AAW employee will determine next steps.
 - c. If vehicle will not be removed from your load, note 5 digit damage code on the bill of lading and obtain AAW signature to verify damage. PLEASE NOTE: IF VEHICLE DOES NOT HAVE THE APPROPRIATE SIGNATURE, YOU WILL BE CONSIDERED RESPONSIBLE FOR THE DAMAGE.
- 3) Once all vehicles have been loaded, present the load sheet to AAW's checkpoint employee at the exit gate so they can make the appropriate notations in the system.
- 4) If damages are found after hours and no AAW supervisor is available, contact your dispatcher or yard supervisor for your respective company's policy.

Important Numbers

AAW Terminal Mgr:	630-440-5451
AAW Quality Supervisor:	708-288-3436
AAW Checkpoint Booth:	815-424-2124
AAW Checkpoint Supv:	815-424-2120
Site Security (Per Mar):	773-457-9918
Site Security (Per Mar):	312-843-9415
BNSF Police:	800-832-5452