



Province of Alberta

RAILWAY (ALBERTA) ACT

INDUSTRIAL RAILWAY REGULATION

Alberta Regulation 338/2009

Extract

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Schedule 1

Industrial Railway Operating Rules

1 General Notice

1.1 Safety and a willingness to obey these Rules are of the utmost importance in the performance of duty. If in doubt, the safe course must be taken.

1.2 An industrial railway operator shall develop and maintain general operating instructions in respect of its railway operations using the *Industrial Railway Regulation* as a guideline. General operating instructions must not contain instructions for anything other than a rail operation.

2 General Rules

2.1 Every employee in any service connected with rail car movements and protection of track work and track units shall

- (a) be subject to and conversant with these Rules, general operating instructions and all operating procedures pertaining to the employee's occupation,
- (b) have access to a copy of these Rules and the general operating instructions while on duty,
- (c) provide every possible assistance to ensure that every rule and general operating instruction is complied with and shall report promptly to the person in charge of rail operations any violations of these Rules,
- (d) communicate by the quickest available means to the person in charge of rail operations any condition that may affect the safe movement of an engine or rail car and be alert to the industrial railway operator's interest, and join forces to protect it,
- (e) obtain assistance promptly when required to control a harmful or dangerous condition,
- (f) be conversant with and governed by every safety rule and instruction of the industrial railway operator pertaining to the employee's occupation,
- (g) recertify based on job classification at prescribed intervals not to exceed 3 years, and
- (h) seek clarification from the person in charge of rail operations if in doubt as to the meaning of any rule or instruction.

2.2 Special instructions will be found in general operating instructions or operating bulletins. They may be appended to or included within copies of these Rules, but must not contravene these Rules unless the Railway Administrator has granted an exemption.

2.3 Employees must

- (a) be vigilant to avoid the risk of injury to themselves or others,
- (b) expect the movement of equipment or a track unit at any time, on any track, in either direction,

- (c) not stand in front of approaching equipment for the purpose of boarding the equipment,
- (d) not ride the side or above the roof of moving equipment when there are passing side or overhead restrictions, or both,
- (e) not be on the roof of moving equipment or on the lading of a moving open top rail car,
- (f) not be on the end of a rail car while it is in motion, except for the purpose of operating a handbrake, and
- (g) not ride on
 - (i) any rail car known or suspected to contain a shifted load or to be damaged such that its structure or components may not be secure, or
 - (ii) any rail car trailing a freight car described in subclause (i).

Note: In the case of a shop track or rip track, it may be necessary for an employee to ride on equipment that has been damaged, but only when all precautions have been taken to ensure safety and no person is in a position of peril.

2.4 Employees must be acquainted with, and be on the lookout for, side and overhead clearances. Where standard restricted clearance signs are used, no other advice of restricted clearance will elsewhere or otherwise be given. If standard restricted clearance signs are not provided in a yard or terminal; the location of the restricted clearance must be shown in general operating instructions.

2.5 The use or possession of intoxicants or narcotics by employees on duty or subject to duty is prohibited.

2.6 The use or possession of mood-altering agents by employees on duty or subject to duty is prohibited except as prescribed by a doctor.

2.7 The use of drugs, medication or mood-altering agents, including those prescribed by a doctor, that will in any way adversely affect an employee's ability to work safely is prohibited.

2.8 Employees must know and understand the possible effects of drugs, medication or mood-altering agents, including those prescribed by a doctor, that will in any way adversely affect their ability to work safely.

2.9 Employees directly involved with rail operations are governed by the drug and alcohol policies of the industrial railway operator.

2.10 Wherever the following occupational names or titles appear in these Rules or general operating instructions, they apply to the employee who is competent and is responsible for performing the duties of that person:

brakeman; foreman; groundman; engine operator; flagman; switchman.

2.11 When in these Rules the distance prescribed for the placement of signs or flags is not possible due to track configuration, the maximum distance available applies.

2.12 All flags, signs and signals referred to in these Rules must meet the applicable standards prescribed by Transport Canada.

3 Definitions

3.1 In these Rules,

- (a) “crossover” means a track joining adjacent main tracks, or a main track and another track. The switches at both ends of a crossover are normal when set for through movements on the other tracks;
- (b) “engine” means a locomotive, rail car mover, winch or other equipment used to move rail cars;
- (c) “engine operator” means a person who operates an engine or other equipment that moves rail cars;
- (d) “equipment” means one or more engines or rail cars or track units that can be handled on their own wheels in a movement;
- (e) “facing point” means a switch location where the equipment is facing the switch points. Facing point movements have a high likelihood of resulting in derailment if the switch point is not tightly closed when set for the proper route;
- (f) “fixed signal” means a signal or sign at a fixed location indicating a condition affecting the operation of a movement;
- (g) “foul” means equipment left in the area where 2 tracks come together in a position where it could be struck by equipment moving on the other track (sideswiped). The term “foul” also describes a situation where derailed equipment is located adjacent to a parallel track in a position where it could be struck by equipment moving on the other track;
- (h) “fouling point” means a location in a trailing point movement in the vicinity of a switch where standing equipment will not be struck by movements passing on other tracks;
- (i) “general operating instructions” means a document prepared by an industrial railway operator containing plant-specific descriptive information, approved site-specific procedures and special instructions relating to a rail operation;
- (j) “industrial railway crossing” means a road crossing located within an industrial site identified with crossing signs or stop signs, or both;
- (k) “known to be clear” means the seeing of the portion of the track to be used as being clear and remaining clear of equipment and as having sufficient room to contain equipment being pushed. This determination must be made by a competent employee who can observe the track and has radio contact with the employee controlling the movement. Where a track has been seen to be clear, and no access to that track is possible by another movement, the track may be considered as “known to be clear”;

When it can be determined that other movements are not on duty or will not be performing work in the track to be used, the requirement of “known to be clear” can be considered to be fulfilled continuously;

- (l) “main track” means a track that is owned or operated by a person other than an industrial railway operator that is governed by one or more methods of control on which movements, track units and track work must be authorized;
- (m) “operating bulletin” means a bulletin prepared by an industrial railway operator containing information about a condition that is temporarily affecting an operation or a change to an existing rule or procedure;
- (n) “public crossing” means a road crossing located outside an industrial site;

- (o) “rail car mover” means a rail vehicle, other than a locomotive, propelled by any energy form intended for the propulsion or control of freight or service equipment;
- (p) “reduced speed” means a speed that will permit stopping
 - (i) within 1/2 the range of vision of equipment,
 - (ii) short of a switch not properly lined,
 - (iii) in response to a hand signal,
 - (iv) in response to a red signal as provided for in Rule 12,
 - (v) in response to a derail set in the derail position, and
 - (vi) in response to an unsafe condition, but in no case in excess of 10 mph;
- (q) “route” means the track an engine will use in passing from one location to another;
- (r) “semi-automatic switch” means a yard switch equipped with a mechanism that permits an engine to trail through the switch points thus setting the switch for the route being used;
- (s) “track unit” means a vehicle or machine capable of on-track operation utilized for track inspection, track work and other railway activities when on a track;
- (t) “track work” means any work that may render the track unsafe for movements at normal speed or where protection against movements may be required for employees and machines involved in track construction and repairs;
- (u) “trailing point movement” means approaching a switch location where the movement is trailing through the switch points. If the switch is not properly set for the route, and equipment moves past the switch points, damage to the switch will occur and the switch must be fixed or “spiked” before making a reverse movement or derailment is likely;
- (v) “yard” means a system of non-main tracks, utilized to switch equipment and for other purposes, over which movements may operate, subject to prescribed signals, rules and special instructions;

3.2 When the term “movement” is used in these Rules, it refers to an engine or engines coupled with or without rail cars that are about to operate or are operating on railway track.

Signal Rules





4 Hand signals

4.1 Employees whose duties may require them to give hand signals must have the proper appliances and keep them in good order and ready for immediate use. Night signals must be used from sunset to sunrise and when day signals cannot be plainly seen.

Note 1: The hand or a flag displayed in the same manner as the lantern, which is illustrated in the following diagrams, gives the same indication.

Note 2: The term “night signals” refers to the use of a railway-approved signal lantern.

Method of Display and Indication

- | | | |
|-------|---|---|
| (i) |  | Swung from side to side at right angle to the track. STOP |
| (ii) |  | Swung in a circle at right angle to the track at a speed in proportion to the speed required. MOVE BACKWARD |
| (iii) |  | Raised and lowered at a speed in proportion to the speed required. MOVE FORWARD |
| (iv) |  | Held horizontally at arm's length. REDUCE SPEED |
| (v) | | Any object waved violently by anyone on or near the track is a signal to stop. |

4.2 A signal given to move forward or move backward must be given in relation to the front of the controlling engine.

4.3 A signal must be given in sufficient time before the required action to permit compliance. It must be given from a point where it can be plainly seen and in such a manner that it cannot be misunderstood. If there is doubt as to the meaning of a signal, or for whom it is intended, it must be regarded as a stop signal.

4.4 Whenever practicable, when switching is being performed, required signals must be given directly to the employee controlling the engine.

4.5 When moving under the control of hand signals, the disappearance from view of either the crew member or lights by which signals controlling the movement are being given must be regarded as a stop signal.

4.6 A crew member, whose movement is clear of the main track, shall not give an approaching movement a hand signal to move forward.

4.7 Where hand signals are to be used instead of radio, employees are governed by Rule 33.

5 Engine bell

5.1 The engine bell must be rung when

- (a) an engine is about to move, except when switching requires frequent stopping and starting after the initial move, and
- (b) passing any movement standing on an adjacent track.

6 Engine bell failure

6.1 If the engine bell or audible warning device fails, repairs must be made as quickly as possible.

7 Headlight

7.1 The full power of the headlight or other alternative lighting in the direction of travel must be used when approaching an industrial railway crossing until the crossing is fully occupied.

7.2 On non-main track, the headlight on a movement must be

- (a) displayed at the front and rear of an engine while moving, except that the light may be extinguished on the end coupled to rail cars, and
- (b) displayed at the front while moving forward, except when approaching or being approached by an opposing movement.

7.3 If the headlight on a movement fails and repairs cannot be made, ditch lights or other such lights as are available must be used and the movement may proceed. The person in charge of rail operations must be notified of this condition at the first available opportunity and in no case later than the end of shift. Repairs should be arranged as soon as possible.

8 Blue signal protector

8.1 A blue flag by day, and in addition a blue light by night or when day signals cannot be plainly seen, displayed at one or both ends of equipment indicates that workmen are in the vicinity of such equipment. On a track that permits entry of a movement from one end only, a blue signal displayed between the equipment and the switch permitting entry indicates that workmen are in the vicinity of such equipment. When such signals are displayed, the equipment must not be coupled to or moved. The removal of the signal from one or both ends of equipment indicates that no workmen are in the vicinity of the equipment and such equipment may be coupled to or moved.

Exception: When repairs must be undertaken on a manned movement, the employee in charge of the engine must be notified before the repair work is commenced. When so notified, the movement must not be moved nor the brakes applied or released until the workmen have advised that they are in the clear. When so protected, blue signals are not required.

8.2 Other equipment must not be placed on the same track that will block a clear view of the blue signal(s) without first notifying the workmen. When equipment is placed on the same track, the movement placing such equipment must remain on that track until the workmen have relocated the blue signal(s) to include the additional equipment.

8.3 Each class of workmen must display the blue signal(s) and the same class of workmen only are authorized to remove them.

8.4 Other methods of protecting workmen performing equipment repairs or inspections must be described in general operating instructions.

8.5 Blue flag derails – these derails are used in conjunction with blue flags and must be in the derailing position only when protection for personnel is required. When protection is no longer required, they must be locked in a non-derailing position.

9 Signal imperfectly displayed

9.1 A fixed signal that is imperfectly displayed, or the absence of a fixed signal where one is usually displayed, must be regarded as the most restrictive indication that such signal is capable of displaying. An imperfectly displayed signal must be communicated to the person in charge of rail operations as soon as possible. According to the definition of a “fixed signal”, signs and switch targets are considered fixed signals.

10 Fixed signal recognition and compliance

10.1 The crew on the engine of any movement must know the indication of each fixed signal, including switches where practicable, before passing it.

10.2 Crew members within hearing range must communicate to each other, in a clear and audible manner, the indication by name of each fixed signal they are required to identify. Each signal affecting their movement must be called out as soon as it is positively identified, but crew members must watch for and promptly communicate and act on any change of indication that may occur.

The following signals/operating signs conditions must be communicated:

- stop sign;
- red signal between the rails;
- stop signal displayed by flagman;
- switch not properly lined for the movement affected; derail sign and condition of derail;
- blue flag.

10.3 If prompt action is not taken to comply with the requirements of each signal indication affecting their movement, crew members must remind one another of such requirements. If no action is then taken, or if the employee controlling the engine is observed to be incapacitated, other crew members must take immediate action to ensure the safety of the movement, including stopping it in an emergency if required, and report the incident to the person in charge of rail operations.

11 Emergency protection

11.1 Any employee discovering a hazardous condition that may affect the safe passage of a movement must, by the use of red flags, lights, radio, telephone or other means, make every possible effort to stop or provide necessary instructions, or do both, to any movement that may be affected, and report the hazardous condition to the person in charge of rail operations.

Note: Flag protection must be provided on main track unless or until otherwise relieved of the requirement.

11.2 On a non-main track, a flagman must go the required distance from the condition, and in each direction when possible, to ensure that an approaching movement will have sufficient time and distance to be able to stop before the condition. Unless otherwise provided, a flagman must go at least one rail car length from the condition to a location where there will be a clear view of the flagman from an approaching movement.

11.3 On a main track, a flagman must go the required distance from the condition, and in each direction when possible, to ensure that an approaching movement will have sufficient time and distance to be able to stop before the condition. Unless otherwise provided, a flagman must go at least 2 miles from the condition to a location where there will be a clear view of the flagman from the approaching movement.

11.4 When a movement is observed approaching, the flagman must display a stop signal using a red flag by day or a red light by night or when day signals cannot be plainly seen. The flagman must continue to display a stop signal until the movement being flagged has

- (a) acknowledged the stop signal with 2 short toots of the engine whistle,
- (b) come to a stop, or
- (c) reached the location of the flagman.

11.5 A movement stopped by a flagman must not proceed until so instructed by the flagman.

Note: This Rule does not authorize main track movement or track work.

Protection of Impassable or Speed-restricted Track

12 Protection of track work on non-main track

12.1 **Note:** Before any track work is started, the person in charge of rail operations shall provide protection as follows:

- (a) each switch must be locked with a special lock in the position that will prevent a movement from operating on the portion of track where work is to be performed, or an alternative method of protection may be used that will ensure the safety of track workers;
- (b) a red flag must be placed by day, and in addition, a red light must be used by night or when day signals cannot be plainly seen, between the rails in each direction from the working point.

When practicable, such signals must be placed at least 100 yards from the working point and where there will be a clear view of them from an approaching movement of 300 yards if possible. When there is equipment on that track that prevents a clear view from an approaching movement of 300 yards, the red signals must be placed to include such equipment.

Where the track configuration does not allow the red signals to be seen from an approaching movement of 300 yards, the red signals must be placed at a distance of more than 100 yards from the working point so that they can be seen from an approaching movement of 300 yards.

12.2 The Railway Administrator may reject an industrial operator's alternative method of protection under Rule 12.1(a) if, in the Railway Administrator's opinion, an adequate level of safety has not been achieved.

12.3 A movement approaching a red signal located between the rails of a track must be stopped before passing it and must not proceed beyond such signal until it has been removed. An employee of the same class who placed the red signal or special lock may alone remove it, but only when authorized by the person in charge of rail operations.

12.4 Equipment must not be placed on the track being protected that will block a clear view of the red signals.

12.5 Specific notification procedures of the industrial railway operator must be followed to ensure that employees are aware of track work being performed. This is in addition to the protection requirements of Rule 12.1(a) and (b).

13 Mounting of signals

13.1 When signals are displayed as prescribed by Rule 12, they must be mounted on staffs and elevated to give an unobstructed view of them as seen by the crew of an approaching movement. They must be of the prescribed colour, size and shape.

13.2 When a day signal cannot be plainly seen, each flag must be a reflectorized lens, target or disc, or a reflectorized sign may be used instead. In the application of Rule 12, the required light must be displayed.

Operation of Movements

14 Operating bulletins

14.1 Operating bulletins, when required, must be issued by the person in charge of rail operations in the format prescribed by the industrial railway operator. Employees responsible for posting or displaying operating bulletins shall record on each bulletin the time and date it is posted or displayed. Operating bulletins must only contain information or instructions pertaining to the operation of movements. Duplicate bulletin numbers must not be in effect at the same time.

14.2 Before commencing work at a location where operating bulletins are posted or displayed, every employee responsible for the operation or supervision of movements must read and understand the operating bulletins that are applicable to the territory that those employees will operate on.

14.3 A Summary bulletin containing the number, date and contents of, or reference to, each operating bulletin remaining in effect must be issued at intervals indicated in general operating instructions. Operating bulletins of a previous date, which are not included or referred to in the Summary bulletin, then become void. Summary bulletins may also contain the full content of operating bulletins that take effect on or after the effective date of the Summary bulletin and must not be posted or displayed. All employees responsible for the operation or supervision of movements must have a copy of the current Summary bulletin accessible while on duty.

15 Starting a movement

15.1 A movement must not take place until the proper signal or instruction is received and acknowledged by the engine operator from a crew member.

15.2 A movement must not take place before the following considerations have been appropriately addressed:

- (a) if a movement cannot be controlled by an engine, the movement must have brake pipe hoses coupled and rail cars sufficiently charged to operate brakes to safely control the movement;

- (b) if equipment is to be moved other than by an engine, the cable hook must be applied only to the approved hook attachment location on the rail car;
- (c) equipment to be moved must have all handbrakes fully released to ensure its wheels are not skidded;
- (d) equipment must only be moved by engines
 - (i) that have an approved coupler, or
 - (ii) by a method or system approved by the Railway Administrator.

16 Stopping clear of fouling point

16.1 A movement required to stop at a meeting, clearing or waiting point with another movement must be stopped clear of the route to be used by another movement.

17 Protection against extraordinary conditions

17.1 A movement must be fully protected against any known or suspected condition that may interfere with its safe passage.

17.2 A movement must stop at once and be fully inspected when it is known or suspected to have struck any object that may interfere with its safe operation.

18 Emergency stop protection

18.1 The crew of a movement stopping as a result of an emergency brake application or other abnormal condition that has caused an adjacent main track to be obstructed must

- (a) immediately provide red flag protection as outlined in Rule 11,
- (b) as soon as possible, advise the service provider for the industrial railway operator affected of the situation and emergency stop location, indicating what tracks are obstructed, and
- (c) continue to provide red flag protection until advised by the service provider that all affected movements on other tracks have been secured, stopped or advised of the emergency stop.

19 Public crossings at grade

19.1 **Note:** This Rule and Rule 20 apply only to a public crossing.

19.2 When rail cars not headed by an engine or other equipment equipped with a whistle and headlight are moving over a public crossing at grade, a crew member must provide manual protection of the crossing until the crossing is fully occupied.

Exception: Manual protection of the public crossing is not required if the crossing is equipped with automatic warning devices and a crew member is on the leading rail car to warn persons standing on or crossing or about to cross the track. However, if the public crossing is not equipped with automatic warning devices, the movement must not approach to within 100 feet of any public crossing unless such crossings are protected as described in Rule 20.4 (manual protection).

19.3 Crew members shall not give vehicular traffic a hand signal to proceed over a public crossing.

19.4 Except at those public crossings with an exemption as indicated in general operating instructions, no part of a movement may be allowed to stand on any part of a public crossing at grade for a period longer than 5 minutes when vehicular or pedestrian traffic requires passage. Switching operations at public crossings must not obstruct vehicular or pedestrian traffic for a period longer than 5 minutes at a time. When emergency vehicles require passage, employees must cooperate to quickly clear the involved crossings.

Note: An agreement may be mutually established between the municipal authority and the industrial railway operator extending the time restrictions and must be indicated in general operating instructions.

19.5 Equipment must not be left standing within 100 feet of the travelled portion of a public or private crossing at grade when sightlines around the equipment would impair vehicular traffic's view of equipment moving on an adjacent track, except where it is necessary to leave the equipment for loading or unloading. In cases where equipment is left closer than 100 feet for loading or unloading, manual protection must be provided on adjacent tracks until the crossing is fully occupied.

19.6 Before switching or operating a remote control engine over an unprotected public crossing at grade where the view of the crossing by the employee controlling the engine is obscured, arrangements must be made for a crew member or other qualified employee to be in position to observe the crossing and give signals and instructions to the employee controlling the engine as necessary.

19.7 When providing manual protection of a public crossing, a crew member or other qualified employee must be on the ground ahead of the movement in a position to stop vehicular and pedestrian traffic before entering the crossing. A hand signal by day, and a red light by night, must be used to give a signal to stop vehicular and pedestrian traffic over the crossing. The movement must not enter the crossing until a signal to enter the crossing has been received from the crew member providing the manual protection.

20 Public crossings at grade with warning devices

20.1 When a movement passes over a public crossing at grade equipped with automatic warning devices, it is necessary, before reversing over the crossing, for a crew member to provide manual protection of the crossing.

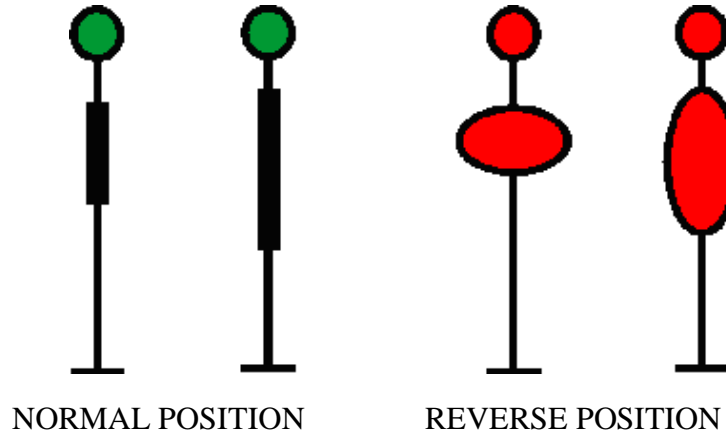
20.2 Unless manually protected, the crossing must not be obstructed until the warning devices have been in operation for at least 20 seconds.

20.3 Equipment must not be allowed to stand so as to cause the unnecessary operation of warning devices.

20.4 When advised by general operating instructions that rusty rail or other conditions may exist, occupancy of public crossings with automatic warning devices must be manually protected unless or until it is known that warning devices have been operating for at least 20 seconds.

21 Hand-operated switches

21.1 Unless otherwise specified by general operating instructions, non-main track switches, when equipped with a lock, must be lined in normal position and locked after having been used. When equipped with a target, light or reflector, the switch must indicate the following:



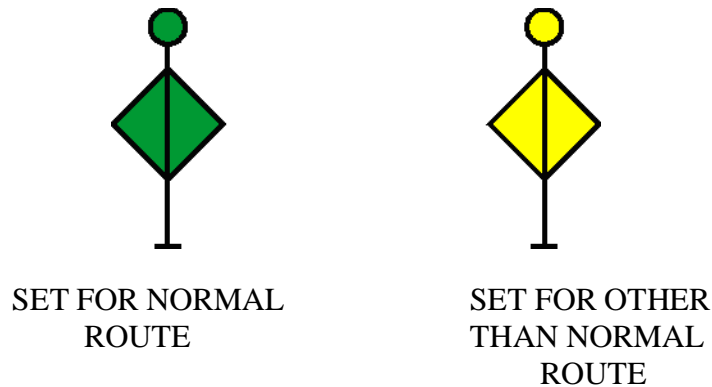
21.2 Except while being turned, each switch must be secured with an approved device. When a switch has been turned, the points must be examined and the target, light or reflector, if any, observed to ensure that the switch is properly lined for the route to be used.

21.3 A switch must not be turned while any part of a rail car or engine is between the switch points and the fouling point of the track to be used.

21.4 If it is known or suspected that either of the points or any part of a switch is damaged or broken, the switch must be protected until it can be made safe for use. A report must be made to the person in charge of rail operations by the quickest available means.

22 Semi-automatic switches

22.1 A semi-automatic switch must be equipped with a reflectorized target to indicate the following:



22.2 When ice or snow may affect the ability of the switch points on a semi-automatic switch to close properly when operated by wheel flange, a member of the crew must manually line the switch and ensure that the points are properly lined before a trailing move is commenced over the switch. Movements operating in a facing point direction must observe the position of the points in addition to the target indication before proceeding over a semi-automatic switch.

22.3 After coupling to equipment at a semi-automatic switch, or when reversing direction through such a switch, a facing point move must not be made unless one unit of equipment has trailed entirely through the switch, or it is known that the points are properly lined for the movement.

23 Derails

23.1 The location of each derail must be marked by a sign, unless otherwise directed by general operating instructions. Employees must be familiar with the location of each derail.

23.2 A movement or track unit must stop short of a derail set in the derailing position.

23.3 Each derail must be left in the derailing position. When so authorized by general operating instructions, a derail may be left in the non-derailing position only when stored equipment is not present.

23.4 Derails must be left secured with a locking device controlled by the facility when equipment containing dangerous goods is being loaded or unloaded.

23.5 Crew members approaching a derail must communicate the status of the derail (set in derailing or non-derailing position) before moving equipment to within 2 rail car lengths of the derail location.

24 Speed on industrial railway track

24.1 A movement using industrial railway track must operate at reduced speed, not to exceed 10 miles per hour, and be prepared to stop short of the end of track, track units, red signal as provided for in Rule 12, blue signal as provided for in Rule 8, derails not set in the non-derailing position and switches not properly lined for the route to be used or track units.

25 Crew responsibilities

25.1 All crew members are responsible for the safe operation of movements and equipment in their charge and for the observance of these Rules. Under conditions not provided for by these Rules, the crew members must take every precaution for protection.

26 Securing equipment

26.1 Unless otherwise directed by general operating instructions, a sufficient number of handbrakes must be applied on equipment left at any point to prevent it from moving. Equipment left on any track must be coupled to other equipment, if any, on such track unless it is necessary to separate such equipment at a public crossing at grade or elsewhere.

26.2 Before relying on the retarding force of the handbrake(s), whether leaving equipment or riding equipment to rest, the effectiveness of the handbrake(s) must be tested by fully applying the handbrake(s) and moving the cut of rail cars slightly to ensure that sufficient retarding force is present to prevent the equipment from moving. When leaving a cut of rail cars secured, and after completion of this test, the cut should be observed while pulling away to ensure that slack action has settled and that rail cars remain in place.

26.3 Application of handbrakes must not be made while equipment is being pulled or pushed.

27 Coupling to equipment

27.1 Before coupling to equipment at any point, care must be taken to ensure that the equipment is properly secured.

27.2 Unless otherwise specified in general operating instructions, before coupling to or moving equipment being loaded or unloaded, all persons in or about the equipment must be notified. Vehicles and loading or unloading devices must be clear.

27.3 When coupling to equipment for any purpose except when flat switching rail cars are intentionally let run free, the coupling must be stretched to ensure that it is secure.

27.4 To prevent by-pass couplers when coupling to equipment on other than tangent track, a stop must be made not less than 6 feet nor greater than 12 feet from the coupling and extreme caution must then be used, ensuring couplers are properly aligned prior to coupling being made.

27.5 After coupling, the equipment must be checked for applied handbrakes as may normally be expected to be present.

28 Fouling other tracks

28.1 Equipment must not be allowed to move foul of another track unless properly protected.

28.2 A movement must not foul a track until the switches connected with the move are properly lined, or in the case of semi-automatic switches, the conflicting route is known to be clear.

Exception: A movement may foul a track connected by a hand-operated switch if

- (a) neither the track occupied nor the track to be fouled are main tracks,
- (b) the conflicting route is known to be clear, and
- (c) the switch is properly lined before the movement passes over it.

28.3 Equipment must not be left foul of a connecting track unless the switch is left lined for the track on which the equipment is standing.

29 Shoving equipment

29.1 When equipment is shoved by an engine or is headed by an unmanned remotely controlled engine, a crew member must be on the leading piece of equipment or on the ground in a position to observe the track to be used and to give signals or instructions necessary to control the move.

Exception: A crew member need not be so positioned when the portion of the track to be used is known to be clear.

29.2 “Known to be clear” is defined as seeing the portion of the track to be used as being clear and remaining clear of equipment and as having sufficient room to contain the equipment being pushed.

This determination must be made by a competent employee who can observe the track and has radio contact with the employee controlling the movement. Where a track has been seen to be clear, and no access to that track is possible by another movement, the track may be considered as “known to be clear”.

Note: When it can be determined that other movements are not on duty or will not be performing work in the track to be used, the requirement of “known to be clear” can be considered to be fulfilled continuously.

29.3 Where a railway track and a public road share the same roadbed and there is no fence or other barrier between them, moving rail cars not headed by an engine or when headed by a remotely controlled engine must be protected by a crew member on the leading car or on the ground in a position to warn persons standing on or crossing or about to cross the track.

Radio

30 Reliability tests

30.1 The crew of a movement when equipped with radios must carry out an intra-crew test of such radios before using these radios to control a movement or provide any form of protection.

31 Continuous monitoring

31.1 When not being used to transmit or receive a communication, receivers must be set to the appropriate channel and at a volume that will ensure continuous monitoring. When required to use another channel to perform other duties, at least one radio, when practicable, should be set to the designated channel to receive emergency communications.

32 Radio terms

32.1 Each industrial railway operator shall develop and implement a set of radio protocols appropriate for their operations that ensures the safety of the operation.

33 Radio or hand signals

33.1 Before changing from radio to hand signals, a definite understanding as to the method of control must be established between crew members giving or receiving instructions. In case of an emergency, either method may be used in addition to that previously arranged.

34 Switching by radio

34.1 When radio is used to control switching, and after positive identification has been established, the following procedures are required:

- (a) direction in relation to the front of the controlling engine must be given in the initial instruction and from then on whenever the direction is to change;

- (b) distance to travel must be given with each communication;

Note: Increments of less than 2 rail car lengths need not be repeated.

- (c) when the movement has travelled 1/2 of the distance required by the last instruction and no further communication is received, the movement must stop at once.

Note:

- 1 When controlling a movement, the engine number will be used to address the employee controlling the movement, e.g., "Engine 7438 move backward 10 rail cars".
- 2 Doubt as to the meaning of an instruction or for whom it is intended must be regarded as a stop signal.
- 3 When rail car lengths are used to communicate distance, unless otherwise arranged, the distance referred to is 50 feet per rail car length.

35 Positive identification

35.1 The person initiating a radio communication and the responding party must establish positive identification.

35.2 The person initiating the radio communication must end the initial call with the spoken word "OVER".

35.3 Each party to a radio communication must end their final transmission with the spoken word "OUT".

36 Content of radio communications

36.1 Radio communications must be brief and to the point and contain only essential instructions or information.

37 Verification procedures

37.1 When verbal instructions or information affecting the safety of a movement are received by radio, such information must be repeated to the sender.

38 Avoiding distraction

38.1 Information must not be copied by the employee operating moving equipment if it will interfere with the safe operation of such equipment.

39 Emergency communication procedures

Each industrial railway operator must include emergency communication procedures within its general operating instructions