



Railroad Customer Safety Handbook



INTRODUCTION

This Railroad Customer Safety Handbook is an extension of our expanding efforts to put "Safety First" in all aspects of our operations. As a Conrail customer you benefit from our safety improvements through competitive rates, timely delivery and a safer community in which to live and do business. As a customer who owns or leases sidings, or loads and unloads railroad equipment, you have a direct effect on our safety performance. This booklet is intended to highlight the many ways customers affect safe operations and to emphasize Conrail's willingness to share its knowledge and experience to achieve continuous improvement in railroad safety.

Conrail's commitment to safety extends to all areas of our operations. We trust the information in this booklet will be informative for you and assist us in continuing to work closely with our customers on safety improvements that enhance your operations and ours.

The Consolidated Rail Corporation has established the practice of performing Job Briefings before starting any activity on the railroad, whether conducting a meeting in the office or switching freight cars in the yard. Safety briefings identify safety hazards and emergency procedures that are associated with the work to be performed. Conrail believes in sharing safety best practices. A sample of Conrail's Job Briefings is shown below.

CONRAIL RECOMMENDS THE USE OF JOB / SAFETY BRIEFINGS PRIOR TO THE START OF ANY WORK ACTIVITIES.

Safety Briefings should be conducted face to face. When not practical or possible to do so, radio or telephone can be used. Discussion between employees must include, but is not limited to, the following:

1. The specific job to be performed for the day.
2. What type of protection employees should have.
3. Responsibilities of each employee.
4. Any known hazards or situations that could jeopardize personal safety.
5. How equipment is to be operated, and which communication method will be used.
6. Any requirements that will affect their job.
7. All known unusual conditions or situations that may affect their job assignment.
8. Safety Briefings should be updated as conditions change and as often as required.

Neil P. Ferrone
Director of Safety

HOW TO MAKE THE MOST OF THIS HANDBOOK

Section One **Pages 1–3**

The opening section of this handbook details safety issues related to basic railroad infrastructure and equipment design. This section provides a general understanding of the principles involved in keeping railcars on the track and how loading, balance, weight, and securement practices impact railroad safety.

In this section you will find an overview of:

- Roadbed & Track Structure
- Basic Railcar Design & Mechanics
- Track / Railcar Dynamics — How One Impacts The Other
- Railcar Loading / Load Securement

Section Two **Pages 4–9**

Section Two emphasizes safety hazards when working with railroad equipment. Employee safety is a concern shared by our customers. At Conrail, we have developed safe work practices to protect employees from injury when working around railcars. Conrail recommends the development of safe work practices for all rail-related activities and we will share information to assist such efforts.

This section will address:

- Car Securement — Hand Brake Design & Operation
- Derails — Function & Operation
- Railcar Doors — Safe Operation
- Track Protection — Employee Safety When Working Around Railcars (Blue Flags)
- Moving Railcars — Tips & Best Practices

Section Three **Pages 10–11**

In this section of the handbook, you will find information related to other critical railroad safety concerns.

- Clearance Restrictions — Location of Structures & Obstructions Around Railroad Track
- Track Maintenance & Inspection Requirements

Section Four **Pages 12–15**

In the final section of the handbook you will find:

- Overview of the Customer Safety Requirements Highlighted in this Handbook
- Conrail's Safety Policies for Customers while on Conrail Property
- A list of training aids / videos available from Conrail
- Reference to Safety Resources & Services available from other sources

On the last pages of this handbook you will find:

Critical Safety Communications **Pages 16–18**

- What must be immediately reported and whom to call
- Conrail Track Inspection Report
- Winter Alert Levels

SECTION ONE

Railroad Equipment Design and Infrastructure

Load Balance & Securement
Roadbed & Track Structure
Railcar Design Safety Issues

THE IMPACT OF LOAD BALANCE AND SECUREMENT ON RAILROAD OPERATIONS

Customer loading practices play a critical role in railroad safety. A properly balanced and secured load directly affects how the car performs in train service. There are various standards, circulars, guidelines and requirements detailing proper railcar loading. Conrail's Mechanical Department can assist customers in obtaining the correct information on loading requirements. The safety of your load and our operations relies on adhering to these procedures.

Load Balance & Securement

An even balance of weight to the wheels on either side and both ends of the car is the key factor in preventing train derailments. The car's weight (gravity) and balance (even weight distribution to both rails) are the primary reason cars remain on the tracks.

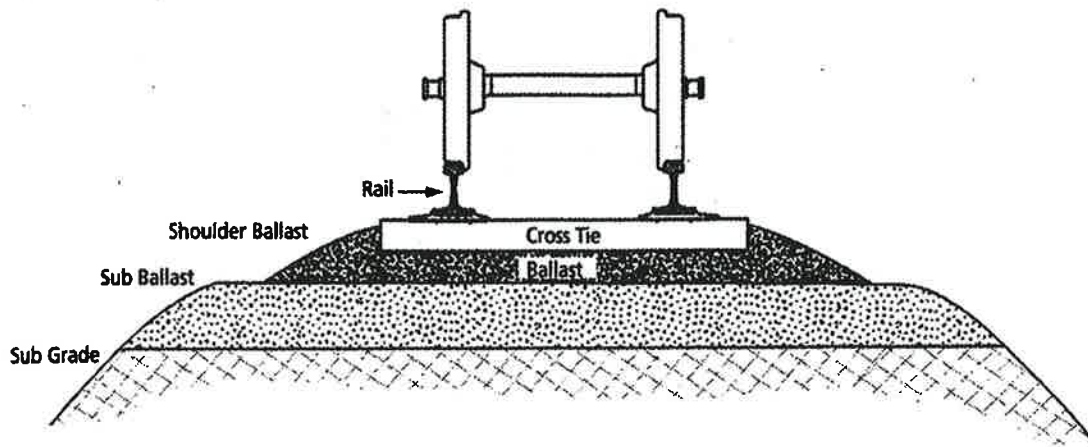
Load securement is equally important. Improper securement can allow a load to shift and put the car off balance during transport.

The Association of American Railroads (AAR) establishes General Rules governing loading requirements for railcars. The AAR also publishes Best Practices for loading a variety of commodities. Customers are required to follow the loading rules that have been established for the type of lading and railcar they are using. Specific instructions and car-loading requirements are contained in AAR Circulars, Best Practices and General Information Series. Page 15 of this booklet lists contact information for the AAR.

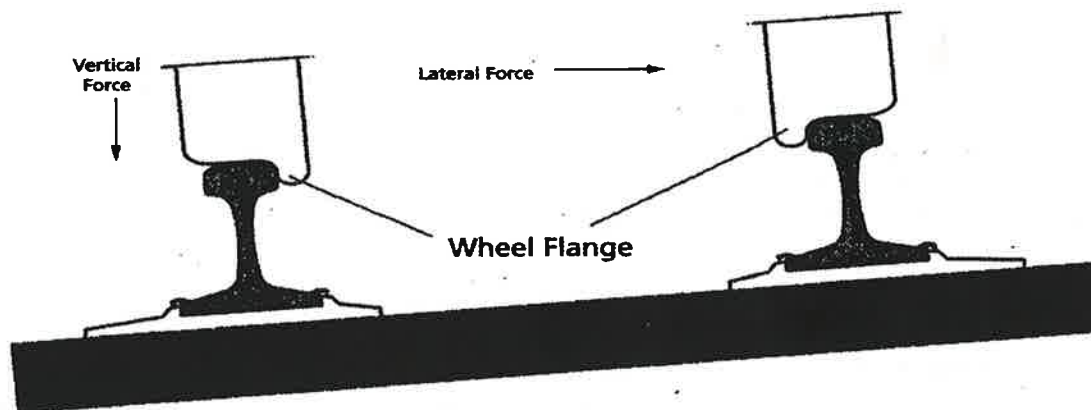
Conrail's Customer Service Center Representatives can put you in touch with a Conrail load specialist who will assist in identifying your loading requirements and answer any specific questions you might have. Contact Conrail's Customer Service Department at (856) 231-2136, if you require more detailed information on car loading.

Prior to releasing a car after loading or unloading, customers must ensure the load is properly blocked and secured and that all loose material is removed from the car deck. Any banding, chains, or cables must be removed or secured.

Roadbed & Track Structure



The track and supporting roadbed also play a major role in preventing derailments. The roadbed is designed to support the weight of the car while keeping the tracks evenly spaced apart and running in a straight line. The track structure is carefully engineered around curves to "bank" the outside rail and counter the lateral forces. This maintains an even weight distribution to both rails.



The wheels of a railcar are flanged to prevent the car from sliding off the rail. An improperly balanced load causes the wheel on the heavier side to push inwards and force the flange on the lighter side up and over the rail.

It is the relationship between lateral and vertical forces which determines whether the wheels i) stay inside the rail, ii) climb up over the rail, or iii) push (spread) the rail out of gauge.

Overloads

The track structure is carefully engineered to handle the regular forces of railcar weight and movement. Improperly loaded or overweight cars place excessive stress on the equipment and the track, which may cause damage and possible derailment. Shippers are required to observe the load limit stenciled on the car and to ensure that the gross weight of car and lading does not exceed the maximum weight capacity for the car and the route to be traveled. The Customer Service Department can assist with information on maximum weight capacities for your intended route.

Railcar Design Safety Issues

The frame, or body, of a railcar sits on two center plates, one on top of each truck assembly. The lubricated surface of the center plate allows the truck to rotate beneath the body and permits rail equipment to turn without excessive force on the gauge between the rails. Neither the car body nor the wheels is fastened to the trucks. Each component is held in place primarily by weight. Conrail personnel must be called to inspect any car that has been lifted to ensure it is correctly seated on the center plate and bearings. **Customers must never lift railcars.**

Damaged Wheels & Bearings

The condition of the wheels on a railcar is of critical importance to safe railroad operations. railcar wheels are inspected at frequent intervals. Any time a car is derailed, the wheels and bearings must be carefully inspected by Conrail mechanical personnel. If the car derailed at a speed of less than 10 MPH or for a distance of less than 200 feet, the wheels, axle and bearings will be inspected for damage. Wheels are condemned and require replacement if derailed over 10 MPH or for a distance greater than 200 feet. **It is very important that customers report all occasions where a car has been derailed so a proper inspection can be arranged.**

Customers should also be alert for other potential damage to bearings. Any time a bearing has been submerged in water, it must be replaced.

SECTION TWO

Working with Railroad Equipment

Car Securement — Hand Brake Design & Operation

Derails — Function & Operation

Railcar Doors — Safe Operation

Track Protection — Employee Safety When Working Around Railcars (Blue Flags)

Moving Railcars — Tips & Best Practices

Car Securement — Hand Brake Design & Operation

Railcars are equipped with two braking systems. The first operates through air pressure when cars are hooked to the locomotive. Air brakes are designed for train control and are not intended for long-term car securement. Air brakes will release over time.

Railcars are also equipped with hand brakes, which secure the cars in place when they are not coupled to a train, thus avoiding unintentional movement.

Hand brakes apply force against the wheels by taking up slack on a chain which is linked by a series of rods, levers and gears to brake shoes. Once a hand brake is properly applied it takes considerable force to move that piece of equipment.

A key safety concern in the rail industry is ensuring that a sufficient number of hand brakes is applied to each string of cars to prevent movement. Some hand brake riggings are linked to brake shoes on both ends of the car while others apply force at only one end. In some cases, when loading heavy material, or when the train is stopped on a grade, extra wheel chocks (wood block) may be required to prevent cars from moving.

Conrail has developed the following as the standard minimum number of brakes required in relation to the total cars that are coupled together.

Minimum Hand Brake Chart

No. of Cars in String	Hand brakes needed
1 car	1 hand brake
2-19 cars	2 hand brakes
20-29 cars	3 hand brakes
30-39 cars	4 hand brakes
40-49 cars	5 hand brakes
50-59 cars	6 hand brakes
60-69 cars	7 hand brakes
70-79 cars	8 hand brakes
80-89 cars	9 hand brakes
90+ cars	10 hand brakes

This standard chart outlines the minimum number of brakes required. In many instances, due to grade and other factors, more brakes may need to be applied.

If a customer's operation includes the movement of railcars, whether by cable, track unit or any other means, that customer should be familiar with this standard and comply with it as a bare minimum for brake requirements.

Important Customer Safety Impact

The railroad industry has done extensive research into the effects of moving a railcar while the hand brake is fully applied. **THIS SHOULD NEVER BE DONE.**

A hand brake can apply sufficient force against the wheels of a railcar so that the wheels do not turn when the car is pushed or pulled. This results in a wheel skidding along the rail. Skidding a wheel as little as 6 inches can cause small cracks on the tread of the wheel. These small cracks lead to shelling, where little pieces of the tread fall out, and to cracking deeper into the structure of the wheel. This structural damage can go undetected until the wheel, under the weight and stress of train operations, suddenly breaks apart. **Railcars must NEVER be moved with the hand brakes fully applied.**

It is also very dangerous to leave hand brakes partially applied. If this condition is not corrected before the cars are released, excessive heating could damage the wheel and cause it to break en route. Conrail wishes to highlight the serious dangers of partially applied hand brakes and strongly encourages shippers to develop procedures to prevent these occurrences.

Safe Operation of a Hand Brake

Factors to consider before releasing a hand brake:

- Is there anyone working on or around the equipment?
- Is the equipment on a slope? Will it start to roll if the hand brake is removed?
- Are there dock plates, loading chutes, hoses or other attachments connected to any of the cars?
- Are there any hoses, cables or extension cords laying across the rails, or any other rail obstructions?
- Can the cars be safely moved, stopped and hand brakes re-applied?
- Are the operators familiar with safe methods of car movement?
- Are there derails in the vicinity?

Before moving railcars:

- Ensure that all hand brakes have been removed to prevent skidding wheels.

After moving rail equipment:

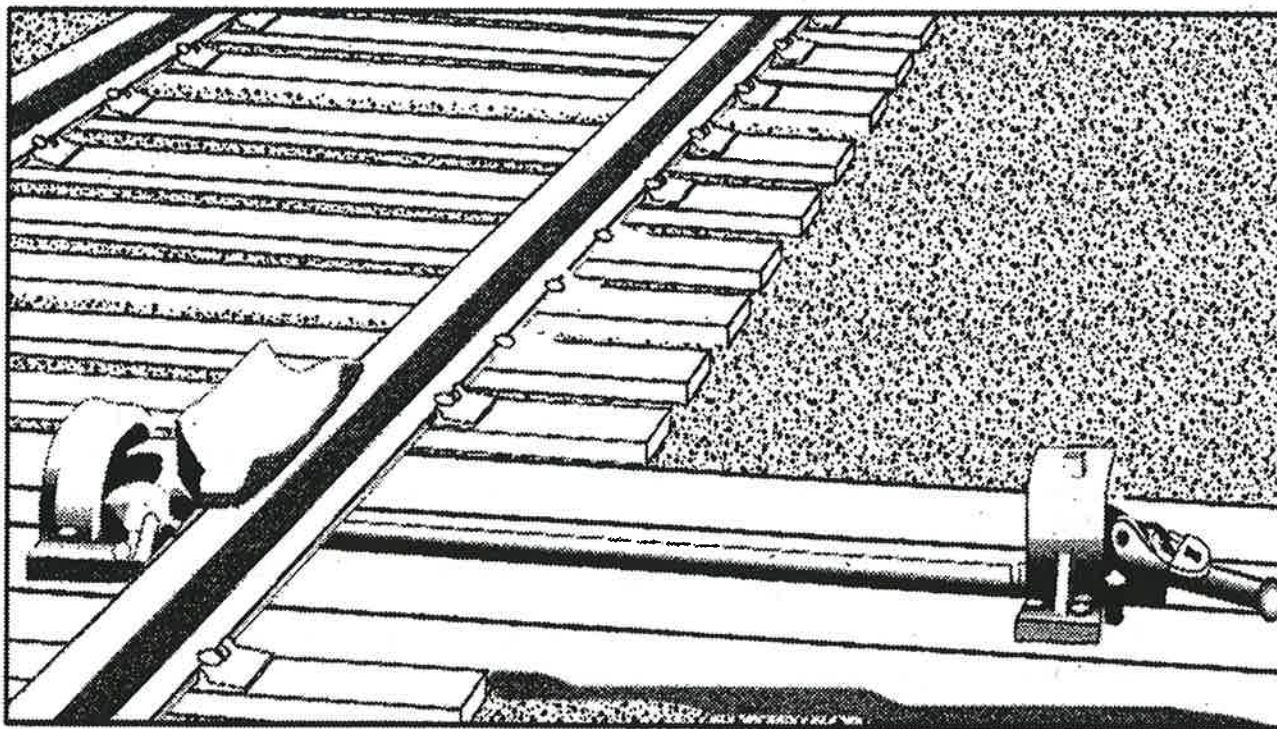
- Apply the required number of hand brakes.
- Check that the brake shoes are tight against the wheels.
- Push or pull the car(s) slightly to ensure brakes are providing a sufficient retarding force.
- Observe the cars to be certain that they are completely at rest.

When coupling to equipment:

- Ensure that couplers are lined up before pushing cars together.
- Ensure that all cars are coupled together. A slight pull should be conducted to confirm.

Derails

As the name implies, a derail is designed to force the wheels of a railcar off the track. As damaging as this is to the wheels and the track, derails are installed to protect people and operations from unintended railcar movements.



Applying and removing derails are the responsibility of railroad personnel. Only in specific cases, and when documented by clearly written procedures, are derails to be operated by non-railroad personnel. Customers and their employees who are involved with railcar movement must be familiar with the location of derails on the tracks they use. Equipment must not be allowed to approach to within 100 feet of a derail that is set in the derailing position. Unattended derails must be locked in the derailing position, whether there are cars on the track or not.

Car Movement

Based on the Northeast Operating Rules Advisory Committee (NORAC) and Conrail Special Instructions, Conrail has developed safe work procedures to govern the major activities associated with switching railcars. These procedures relate to the use of on-track equipment such as locomotives or track units. Conrail will provide a copy of these procedures to any customer developing its own safe work practices.

The movement of railcars by other mechanical methods, (i.e., loaders, cables, winches, pulleys, etc.) requires the development of safe work procedures specific to each operation. Customers are encouraged to develop and document such procedures to train their employees in safe car movement.

The railroad industry is governed by a complete set of operating rules and procedures. Here are a few key requirements to keep in mind when developing procedures for safe railcar movements.

1. Procedures must ensure that no car can be moved while people are working on, under or between equipment. These procedures should also include the requirement to walk around and inspect for the removal of all dock plates, loading/unloading equipment, connecting hoses or cables or obstructions of any kind.
2. Procedures must clearly indicate the method of controlling and signaling that will be used during car movement activities.
3. Before coupling to any car, the couplers must be observed to ensure they line up. Cars must be separated by a distance of not less than 50 feet when making any adjustments.
4. Before moving or leaving a string of cars, it must be confirmed they are all coupled together.
5. Someone must always be in a position to observe the leading end of the movement and relay signals to the equipment operator.
6. Railcars must never be moved in a manner that would foul main tracks, sidings or other tracks.
7. Cars must not be moved with the brakes fully applied or wheels sliding.

8. Hand brakes must not be released until it is clearly determined how the movement will be controlled and stopped.
9. Do not lift railcars in any way.
10. Do not push or pull on a car by the handrail, ladder or any other part of the car not designed for that purpose.
11. Notify Conrail immediately in the event of any derailment.
12. Always leave cars with sufficient hand brakes applied.
13. Equipment (such as front-end loaders, etc.) must not be operated within 25 feet of the nearest rail of any Conrail main track or siding without the authority of Conrail's Engineering Department.

Operating Railcar Doors

Within the rail industry considerable attention has been dedicated to safety issues relating to the operation of plug-type doors on railcars. The AAR publishes loading instructions and safety advisories related to the safe opening and use of plug doors. If you use railcars with plug doors and are not familiar with the AAR Circulars and Best Practices information, contact Conrail's Mechanical Department to have a load specialist help you obtain this critical information.

Safety issues related to railcar doors:

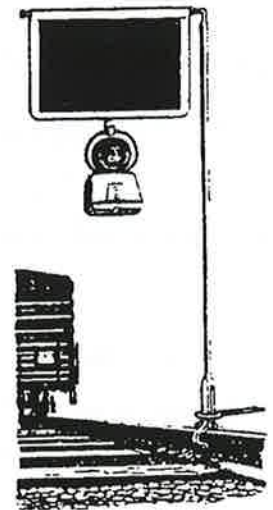
- Gear mechanism on plug doors can cause handle to spin, resulting in employee injury.
- Plug doors must be securely closed whenever a car is being moved.
- Shifted load against a door may cause the door to jump outward when released.
- Lading may fall out when opening doors of any type.
- Check that door hinges are secure in track, top and bottom, before opening.
- Contact Conrail for specific instructions any time you receive a car type you are unfamiliar with.

All doors should be closed and secured prior to releasing cars. This includes bottom doors and top-hatch covers. Cars with open plug doors cannot be moved by train crews.

EMPLOYEE SAFETY WHEN WORKING AROUND RAILWAY EQUIPMENT

Railcar loading and unloading operations may require that specific protection be put in place to ensure that equipment is not moved while employees are working on or near it.

Within the railroad industry, "blue flags" are used by railcar maintenance personnel to indicate when they are working on, between, under or near rail equipment on the track. The use of blue flags is accompanied by a procedure to ensure the track is locked at both ends to prevent equipment from gaining access to that track. At Conrail, the use of blue flags is restricted to Mechanical Department personnel. This offers an added level of protection, since only one department has the authority to put up or remove blue flags on Conrail property. The use of blue flags has also become common on tracks where customers' shipping employees are working.



Blue flag attached to track

Conrail is concerned that with the various uses of blue flags, inconsistencies may develop in their application and use which would jeopardize the positive nature of this protection. Therefore, **customers are not permitted to apply or remove blue flags on Conrail property.** These flags are expressly for the use and protection of Conrail mechanical personnel. Conrail will assist customers in the development of track protection procedures for work being conducted on Conrail property.

Customers who choose to use blue flags on their own property should have clear written procedures pertaining to their use. Conrail personnel will not perform work under the protection of a customer's blue flags until it is confirmed that proper procedures are in place to ensure their safety.

Tank Car Loading & Unloading

Customers who load and unload tank cars should have signs warning train crews that cars are attached to hoses for loading and unloading. Customers must remove all hoses, clamps, derails and blue flags, check for leaks on the top and bottom of cars, and make sure all fittings are tight and secure before releasing tank cars from their sidings. Customers must ensure that the proper paper work that is required on hazardous commodities be available for train crews when picking up these cars. Cars must be properly placarded for the product being transported. Ensure placards are present, legible and in proper condition.

Fall Protection

In accordance with the requirements of the Occupational Safety and Health Administration (OSHA), fall protection is required when working at a height greater than 6 feet. The top of most railcars is over 6 feet in height. A fall protection system is likely required if your operations require employees to occupy the top of railcars.

SECTION THREE

Safe Work Environment

<p>Clearance Restrictions — Location of Structures & Obstructions Around Railroad Track Track Maintenance & Inspection Requirements</p>
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RAILROAD CLEARANCES —

THE SAFETY ENVELOPE TO BE MAINTAINED AROUND RAILROAD TRACKS

Clearance restrictions have been developed to protect the safety of people and equipment when moving railcars. Shippers must comply with two clearance envelopes in their operations:

- i) those pertaining to spurs and industrial track, and
- ii) clearance distances pertaining to main tracks and sidings.

Spurs & Industrial Track

In general, all equipment, materials, or obstructions of any kind must be kept a minimum of 10 feet from the center of any industrial track. This includes temporary piles of stock, refuse containers, parked vehicles or other equipment, buildings or obstructions. Conrail must be notified immediately when any emergency situation causes an obstruction within the 10-foot clearance envelope.

Any alterations to track-side loading platforms or change of location to loading ramps, unloading augers, and other equipment must be communicated to Conrail. Holes, trenches and other ground obstructions must also be immediately communicated to Conrail. Conrail's Operation Center is the contact in these instances. He/she will ensure that the information is passed on to the Conrail personnel that will be affected.

Main Track & Sidings

Machinery and equipment "cannot" be operated on any portion of the right of way, including main track or siding, without Conrail's authority and protection. This applies to all manner of equipment, including snow-clearing machinery. Contact Conrail in advance to arrange for permission and protection.

Shippers and their contractors must keep in mind the requirement for clear sight lines at railroad crossings. Snow piles, materials, equipment or other obstructions must not be left where they can affect the ability to see approaching train traffic at public or private railroad crossings.

TRACK MAINTENANCE & INSPECTION REQUIREMENTS

There are government regulations and detailed Conrail specifications and procedures pertaining to track structure, maintenance and inspection. Customers should inspect their track regularly for signs of defects and notify Conrail immediately of any changes, damage or problems. Conrail Engineering Department and Safety Committee personnel also inspect customer sidings on a regular basis, and may specify necessary improvements. Depending on the nature of a customer's siding agreement, associated costs may be the responsibility of Conrail or the customer. A copy of Conrail's Private Industry Track Inspection Report is included on page 17 as a reference guide for criteria used to perform track inspections on customers' tracks.

A key safety concern and customer responsibility is the accumulation of snow, ice, vegetation or debris at customer sites. It is vital for the safety of customers and railroad personnel that tracks be maintained in a safe condition, free of walking and operating obstructions which may cause a tripping hazard or a car to derail. **It is especially important that flange ways at road crossings be kept free of ice and debris.** Snow should be removed from either side of the side track a distance of 4 to 6 feet measuring from the end of the ties. Switches on customers' property should be kept clean of ice, snow and debris.

An annual preventive vegetation program must be established so that Conrail train crews can safely provide service to our customers. Weeds and brush near the track structure are not only a safety concern but also inhibit effective track inspections, provide an environmental habitat for ticks and insects and create a possible fire hazard. Switches should also be properly adjusted and lubricated on a regular basis. Platforms and sidings where cars are loaded and unloaded should have proper lighting for nighttime services.

Standing and flowing water are the greatest hazards to track stability. Drainage systems are designed to channel water away from the track structure. Blocked culverts, water undercutting the track or standing pools of water adjacent to any track must be reported to Conrail immediately.

SECTION FOUR

Reference & Contact Information

Overview of the Customer Safety Requirements Highlighted in this Handbook
Conrail's Safety Policies for Customers while on Conrail Property
Railway Safety Material & Resources

OVERVIEW OF THE CUSTOMER SAFETY REQUIREMENTS HIGHLIGHTED IN THIS HANDBOOK

- Maintain track area free of tripping and derailment hazards such as snow, ice, vegetation and debris.
- Notify Conrail immediately of any of the following conditions or situations.

- | | |
|--|--|
| <input type="checkbox"/> Derailment of any railcar. | <input type="checkbox"/> Changes to any structure, ramp, loading dock, ground conditions or temporary piles, parked vehicles, etc., within the clearance envelope. |
| <input type="checkbox"/> Damage to any switch, derail, railroad sign, track, track structure or lock. | <input type="checkbox"/> Damage to any railcar, including ladders, doors, couplers, etc. |
| <input type="checkbox"/> Excessive water accumulation near tracks. | <input type="checkbox"/> Any other condition or situation which might cause injury, damage or derailment. |
| <input type="checkbox"/> The presence of any equipment or obstruction on Conrail property or right of way of any main track. | <input type="checkbox"/> Leak or suspected leak of any tank car or other dangerous commodity. |

- Load and secure lading in compliance with AAR standards, guidelines, circulars or other instructions.
- Notify Conrail in advance of any changes to structures, obstructions or clearance within 10 feet of any industrial track on which Conrail employees operate.

- Allow no equipment, machinery, or other vehicle to operate or perform any other activities on the right of way including main track or siding, without prior Conrail notification, authorization and protection.
- Do not move any railcar while the hand brake is fully applied or wheels are sliding.
- Do not remove any hand brake without clear procedures for controlling car movement.
- Follow safe, written procedures for moving cars.
- After moving cars, ensure sufficient hand brakes are applied on all cuts of cars left standing (see Minimum Hand Brake Chart, page 5).
- Always leave hand brakes fully applied or released, never partially applied.
- Derails are to be removed only by railroad personnel unless authorization permits.
- Ensure all doors, blocking, banding, etc., are properly secured before releasing a car.
- Operating rules, instructions and safe work procedures should be developed to protect employee safety during all aspects of your rail operations.
- Conrail strongly recommends the practice of conducting safety briefings prior to beginning any work activity.
- Ensure that all doors and hatches are closed and all tie-down cables or chains are secured before releasing cars. Failure to close doors will result in train crew refusing to pull car.
- Do not load cars in excess of the weight limits stenciled on the cars or the total weight limit for the intended route.
- Never lift a railcar.

CONRAIL'S SAFETY POLICIES FOR CUSTOMERS WHILE ON CONRAIL PROPERTY

Railroad facilities and operations can be dangerous. To reduce the risks, Conrail safety standards apply to all people on Conrail property. This is a brief summary of those rules that apply to customers while on Conrail property.

Hard Hats

- ☐ Required on Conrail property
- ☐ Not required within a vehicle or office

Safety Glasses

- ☐ Safety glasses with side shields are required in all areas except offices

Safety Shoes

- ☐ Required on Conrail property

Reflective Apparel (vests, suspenders, belts, clothing)

- ☐ Required on Conrail property
- ☐ Optional within a vehicle or building
- ☐ Regular visitors to Conrail are expected to provide their own

Seat Belts

- ☐ Use required in all company-equipped vehicles

Special Circumstances

- ☐ In unusual situations, such as working in confined spaces or when the workplace is too noisy, customers may need special protection (i.e., ear plugs, respirators, etc.)

Conrail Policies, Standards and Guidelines

- ☐ Details on Conrail's safety rules are included in the appropriate policies, standards and guidelines, which are available from Conrail supervisors, your Customer Service Representative or by contacting Conrail's Safety Department. See the contact numbers on page 16 of this booklet.

Conrail Employees on Customer Property

- ☐ Conrail employees will comply with the more restrictive of either Conrail's or the customer's safety rules.

RAILWAY SAFETY MATERIAL & RESOURCES

<p>⇒ Conrail Video Programs available:</p> <ul style="list-style-type: none">• Job Briefing (pre-task safety briefing process)• Switching safely (safe switching of railcars)• Safe switch handling (switch use ergonomics)• Contractor Safety (contractors working on Conrail property)	<p>For information on Conrail's Safety Videos, Standards or Safe Work Procedures, contact:</p> <p>Conrail Safety Department 1000 Howard Blvd. Mount Laurel, NJ 08054</p> <p>Attn: Neil P. Ferrone Director of Safety</p> <p>(856) 231-2007</p>
<p>⇒ Conrail Safety Information:</p> <p><input type="checkbox"/> Conrail Safety Standards & Guidelines <input type="checkbox"/> Safe Work Procedures</p>	
<p>⇒ Association of American Railroads — AAR</p> <p>www.aar.org</p>	
	<p>Association of American Railroads 50 F Street NW Washington, DC 20001-1564</p> <p>(202) 639-2100</p>

Conrail on the Internet www.conrail.com

Conrail General Information and Issue Resolution

(856) 231-2136

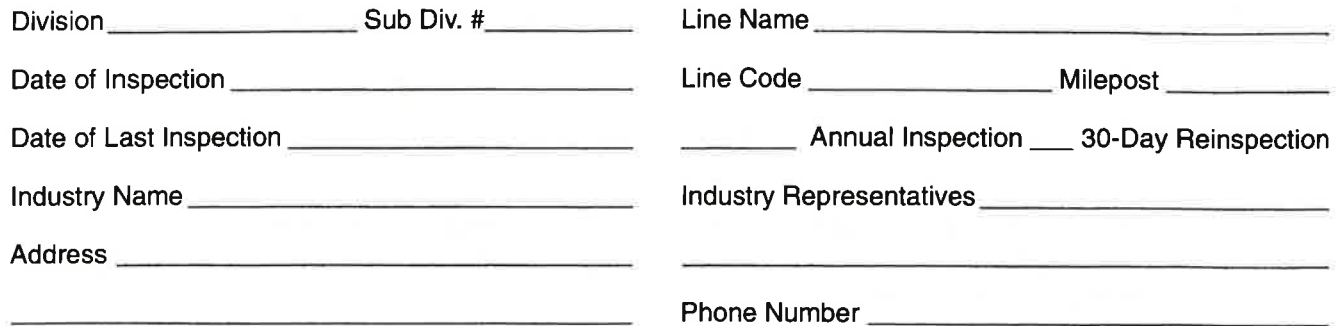
Fax (856) 231-2135

EMERGENCY PHONE NUMBERS

NOTIFY CONRAIL IMMEDIATELY...

These are critical situations that may affect employee or public safety. If you encounter any of these situations, contact Conrail immediately.

CRITICAL SAFETY SITUATIONS	KEY RAILWAY SAFETY CONTACTS
<ul style="list-style-type: none"> <input type="checkbox"/> Derailment of any railcar <input type="checkbox"/> Leak or suspected leak of any tank car or other dangerous commodity on Conrail property <input type="checkbox"/> Equipment or materials within the <u>Main Track or siding clearance envelope</u> <input type="checkbox"/> Damage to any switch, derail, sign, rail or track structure <input type="checkbox"/> Any other condition or situation which might cause injury, damage or derailment 	<p style="text-align: center;">Conrail Operations Center 24-hour number (856) 231-2393</p>
<ul style="list-style-type: none"> <input type="checkbox"/> Trespassers, vandalism, property damage on Conrail property <input type="checkbox"/> Railroad Crossing concerns, violations accidents 	<p style="text-align: center;">Conrail Police 24-hour number 1-800-272-0911</p>
<ul style="list-style-type: none"> <input type="checkbox"/> Changes to any structures, ramps, loading docks, ground conditions, temporary piles, parked vehicles, etc., within the Track Clearance Envelope for Industrial Track: <ul style="list-style-type: none"> • height 22 feet above the rail • side clearances 10 feet from center line of track above the top of rail <input type="checkbox"/> Before commencing any work on Conrail property 	<p style="text-align: center;">Conrail Engineering Department (856) 231-2020</p>
<ul style="list-style-type: none"> <input type="checkbox"/> Damage to any railcar, including ladders, doors, couplers, etc. 	<p style="text-align: center;">Conrail Mechanical Department (856) 231-2005</p>

[illegible]

Is walkway clear of slipping/tripping hazards? Yes ☐ No ☐

Signature of Inspector _____ Reviewed By _____

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Winter Alert Levels

In order to keep you informed of service conditions, Conrail has established a notification process to ensure that pertinent service information is available to you on a timely basis. This notification process is one part of a major effort to improve our preparedness for winter storms and other emergencies.

Three Alert Levels have been established to describe the severity of winter conditions as follows:

- Level 1 — Normal winter conditions. Routine snow operation measures will be in effect. We expect to maintain regularly scheduled service to all customers and make normal connections.
- Level 2 — Level 2 will be declared when adverse weather conditions will affect normal service to customers. Service will be maintained as practical to the situation.
- Level 3 — This level will be declared when adverse weather conditions severely curtail operations. Under these conditions, the Command Center will be manned 24 hours a day. Only critical service will be provided.

Adverse winter weather conditions present a unique challenge to providing prompt and efficient rail service. They also pose significant safety concerns for Conrail's employees. Since safety is our number one priority, your assistance in complying with the following recommendations will help ensure safe and timely deliveries during the winter months:

1. Try to keep the switch points and rods clear of snow and ice so that the switch can be operated safely.
2. Try to keep the switch stand and the immediate area clear of snow and ice so that your employees and ours can safely get to your switch and operate it. In addition, please clean any walkway areas the crew may need to access your facility or cars during service.
3. Try to keep tracks needed to access your cars or car spots clear of snowdrifts. Pay particular attention to ice buildup on rails or water runoff close to buildings.
4. Try to keep ice buildup in the flange ways of your crossings clear for safe movement of railcars or locomotive. This is particularly critical with asphalt or dirt crossings.
5. Try to keep snow pilings during removal efforts from building too high around crossings and corners of buildings. This will allow maximum visibility of any moving equipment by your employees and ours.
6. Try to keep all vehicles, company and private, clear of all tracks to avoid accidents during switching.
7. Make sure close clearance signs are free of snow and clearly visible for our switching crew.

These are just a few things that can help each of us during these winter months.

Your regular Transportation field contacts will be able to provide additional information to you with respect to local conditions. Should you experience a critical service issue, you may contact our Customer Service Group in Mt. Laurel, NJ at (856) 231-2136.

