

# Crew Predeparture Job Briefing Checklist

Assignment No:

DOB Number and Date

AM On Duty Time

PM On Duty Time

Consist Size

Train Numbers

Verified Current Job Package

Date and No. Verified on DOB & DON by **ALL**  
Crew Members

A) DOB initialed and Signed

B) Possess Newly Issued GBOs

A) DON initialed and Signed

B) Possess Newly Issued DON Changes

Bulletins & Notices-Read and Understood

In possession of & in good condition; PPE,  
Reversers, keys, radio, handset, tablet/workphone  
applicable to your craft **\*Engineer's cab car and  
engine reversers MUST be visually verified by the  
Conductor\***

Personal Electronic Device powered **OFF** &  
Stowed

What Track are you Departing From?

Authority to Proceed Discussed (Signal, 568,  
etc.)

Time Check (613) 745-1575

Job Briefing Completed by Conductor with **ALL**  
Crew Members Present

"A" Half or Morning

Engr

Cndr

CSA

Trainee

"B" Half or Afternoon

Engr

Cndr

CSA

Trainee

First Door/Spotting Marker Restriction

Location:

Restriction:

"A" Half or Morning

"B" Half or Afternoon

First Rule 42

Location:

Frmn Name:

"A" Half or Morning

"B" Half or Afternoon

First Rule 43

Location:

Restriction:

"A" Half or Morning

"B" Half or Afternoon

NOTES: