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Chronological List of Rule Changes

Rule ID	Effective Date
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500	02-29-2024
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Chapter 1 - General Requirements

100 - Application of Rules and Special Instructions

500 Dori made a change on 3/22/2022. and is wondering what will show up in the chrono list of changes.

Adding to Bulletins for EDC testing

A train must not enter or foul ABS territory without a proceed indication on a controlled signal or verbal permission of the Dispatcher (or Operator when authorized by the Dispatcher). When verbal permission is given to enter Rule 261 territory, the permission must include an authorized direction of movement.

a. Crew Responsibility at Hand-operated Switch

After permission is received to enter ABS territory at a hand-operated switch, crew members must take the following action to ensure adequate signal protection:

1. At switch(es) not equipped with a bolt lock or an electric lock, a crew member must promptly operate the switch(es), and then wait 5 minutes before starting train movement. If a train is seen or heard approaching on the track to be occupied before the 5 minutes has elapsed, switch(es) must be secured in normal position. Permission must again be obtained from the Dispatcher or Operator to occupy the main track.
2. At switch(es) equipped with a bolt lock but not an electric lock, a crew member must promptly operate the bolt lock and then wait 5 minutes before operating the switch(es).
3. At switch(es) equipped with an electric lock, train movement may begin as soon as the switch(es) have been properly lined.

b. Relief from 5 Minute Wait

The Dispatcher (or Operator when authorized by the Dispatcher) may relieve crew members from the 5 minute waiting period. To do so, the Dispatcher must determine that no train is moving or has been authorized to move in the direction of the switch(es) from the last TBS, interlocking or controlled point. When switch(es) have been lined for movement, a member of the crew must immediately notify the Dispatcher or Operator. The Dispatcher must not authorize the movement of a train from the last TBS, interlocking or controlled point until this notification has been received.

c. Speed Entering ABS Territory Between Signals

A train entering a block between signals must proceed at Restricted Speed until the entire train has entered the block and the leading wheels have passed the next block signal. In cab signal territory, the train may proceed in accordance with cab signal rules and signals.

101 - System and Division Bulletins and Notices

101.1 Before beginning work, employees must determine if any bulletins or notices have been issued since their last tour of duty, and:

1. Read and comply with all of the bulletins that affect their tour of duty, and

2. Read and comply with the information contained in notices.

101.2 The following applies to bulletins:

1. System bulletins implement changes in rules and system-wide operating practices,
2. Division bulletins implement changes in timetable special instructions, and
3. Procedural instruction manuals implement changes in train dispatching operating practices.

101.3 System and division bulletins and notices will:

1. Expire at 2359 on the last day of March, June, September, and December; and
2. Be reissued, as necessary, effective 0001 on the first day of January, April, July, and October.
3. Be numbered consecutively;

102 - CSX Standard Time

102.1 CSX standard time is equivalent to United States Eastern Time using the 24-hour clock system. CSX standard time can be determined by:

- a. Time displayed by the dispatching system, or
- b. Contacting the control station, or
- c. Calling RNX 388-5000 or Bell 904-381-5000.

102.2 Employees governed by timetables, dispatcher messages, or Form EC-1 must carry a watch that:

1. Indicates hours, minutes, and seconds; and
2. Must not lose or gain more than one minute in a 12-hour period.

102.3 Employees who are required to carry a watch must verify the watch is set to CSX standard time before beginning work activity:

1. The ranking employee of the crew or working group is to set his or her watch to CSX standard time, and
2. Other members of the crew or working group are to set their watches to that of the ranking employee.

103 - CSX Property and Interest

103.1 Employees must keep CSX electronic devices, tools, keys, or other property:

1. In a safe, clean, and working condition;
2. Available for use as required; and
3. Protected against unauthorized use or theft.

- 103.2** Do not use CSX equipment or communication systems unnecessarily or for unauthorized personal business.
- 103.3** The unauthorized possession, removal, or disposal of any material from CSX property or from the property of customers is prohibited. Any article of value found on CSX property must be protected and turned in to a supervisor.
- 103.4** Employees must return CSX property when leaving service or upon demand by a supervisor.
- 103.5** Employees must notify a supervisor when they have knowledge of:
- a. Activities proposed by a public or private interest that would affect CSX, or
 - b. Encroachment on CSX property.
- 103.6** Unless authorized by the proper authority, employees must not:
- a. Divulge company affairs, or
 - b. Furnish information detrimental to the interest of the company or its customers, or
 - c. Permit access to company records, or
 - d. Provide information of an incident to the public.
- 103.7** Employees must not:
- a. Post unauthorized information on CSX property, or
 - b. Deface or destroy CSX property, or
 - c. Place trash or refuse anywhere except in the appropriate receptacle, or
 - d. Restrict or interfere with the intended functions of any device or equipment, or
 - e. Read literature unrelated to work when on duty, or
 - f. Possess a firearm or other weapon when on duty, on CSX property, or when occupying facilities provided by CSX unless authorized.
- 103.8** An employee who is involved in an on-duty accident or incident must provide all issued documents and Form EC-1 to a supervisor.
- 103.9** When notified of a tornado warning, all train and yard movements located within the warning area must stop and employees take immediate shelter until the warning has expired if safe to do so, avoid stopping on bridges or rail-highway grade crossings.

104 - Employee Behavior

- 104.1** When on duty, employees must:
- 1. Devote themselves exclusively to the service of CSX,

2. Assist and cooperate with other employees,
3. Perform duties in a safe and efficient manner that prevents unnecessary delay to customers,
4. Promptly report violations of the rules or special instructions to a supervisor, and
5. Take the safe course when conditions are not covered by rule.

104.2 Employee behavior must be respectful and courteous. Employees must not be any of the following:

- a. Dishonest, or
- b. Insubordinate, or
- c. Disloyal, or
- d. Quarrelsome.

104.3 The following behaviors are prohibited while on duty, on CSX property, or when occupying facilities provided by CSX:

- a. Boisterous, profane, or vulgar language; or
- b. Altercations; or
- c. Practical jokes or horseplay; or
- d. Carelessness, incompetence, or willful neglect of duties; or
- e. Behavior that endangers life or property.

104.4 The following behaviors are prohibited at all times:

- a. Concealment of facts under investigation, or
- b. Criminal conduct that may damage CSX's reputation or that endangers CSX property, employees, customers, or the public.

104.5 Employees are responsible for the actions of employees under their instruction. They must verify those employees are:

1. Familiar with their duties, and
2. Provided proper instruction.

104.6 Employees must report for work at the designated time and place. Employees unable to work or who want time off must make the request:

1. To the proper authority, and
2. Sufficiently in advance to allow the vacancy to be filled.

104.7 Employees must have the permission of a supervisor to:

- a. Leave work before designated off-duty time, or

- b. Arrange for a substitute to perform their duties, or
- c. Use a personal vehicle to perform assigned duties, or
- d. Request assistance from a non-employee to perform assigned duties, except in cases of emergency.

104.8 Employees must keep the following information current with CSX:

- 1. Mailing address, and
- 2. Phone number.

104.9 Employees subject to be called to perform service must:

- 1. Provide necessary contact information to the proper authority, and
- 2. Be available to accept the call.

104.10 Pay must only be claimed:

- 1. For actual time or work performed,
- 2. By the employee to be paid or the employee authorized to make claims for the crew or group of workers, and
- 3. In accordance with agreed upon procedures.

104.11 An employee must not engage in any other type of work or business that:

- a. Interferes with the employee's ability to perform service with CSX, or
- b. Creates a conflict of interest with or is detrimental to CSX.

104.12 An employee must submit a completed Form MD-3 (Attending Physician's Return to Work Report) to the CSX medical department by fax to 904-245-3967 and must not return to work until cleared for duty by the medical department any time the employee:

- a. Has been off work for medical reasons for seven consecutive days or more, or
- b. Has been hospitalized due to a significant illness, or
- c. Has had surgical intervention, or
- d. Has any medical issue that could influence the employee's performance of safety on the job.

104.13 Employees must not sleep while on duty. An employee laying down or in a reclined position with eyes closed, covered, or concealed is considered to be sleeping.

105 - Reporting Conditions

105.1 Protect trains and on-track equipment against any known condition that may interfere with safe operations. Immediately report the following conditions to the proper authority:

1. Accidents;
2. Defects in track, bridge, signal, or highway-rail crossing warning devices;
3. Fires on or near the right-of-way;
4. Loss, damage, or theft of CSX or customers' property; and
5. Any condition that may affect safe and efficient operations.

105.2 Any employee who observes a defect in highway-rail crossing warning devices and does not have access to a railroad radio must:

1. Contact the Public Safety Coordination Center (PSCC) via telephone at 1-800-232-0144, and
2. Provide the requested information.

105.3 Employees must provide the following applicable type of defect information to the train dispatcher when reporting defective brakes, hot journals, defective couplers, or other defects:

1. Timetable direction for end of car;
2. A or B end of car;
3. Coupler type (E/F);
4. Possible damage to track, switches, or other structures; and
5. Obstruction to adjacent tracks.

106 - Drugs and Alcohol (Rule G)

106.1 The illegal possession or use of a drug, narcotic, or other substance that affects alertness, coordination, reaction, response, or safety is prohibited both on and off duty.

106.2 An employee shall neither report for duty nor perform service while under the influence of nor use while on duty or on CSX property any drug, medication, prescription medication, or other substance that will in any way adversely affect the employee's alertness, coordination, reaction, response, or safety.

106.3 Employees are prohibited from possessing, using, or being under the influence of alcoholic beverages or intoxicants when:

- a. Operating a company vehicle, or
- b. Reporting for duty, or
- c. On duty, or
- d. On CSX property, or
- e. Occupying facilities provided by CSX.

107 - Use of Tobacco Products

107.1 When on duty, employees must not use any tobacco products, including electronic cigarettes, when:

- a. Serving customers, or
- b. Uniformed employees are in the presence of customers or the public.

107.2 Smoking, including electronic cigarettes, is prohibited in all of the following locations:

- a. CSX buildings except when permitted in large mechanical shop areas, or
- b. Locomotive cabs, or
- c. CSX vehicles or any vehicle used to transport CSX employees, or
- d. Areas designated by No Smoking signs, or
- e. Where prohibited by law.

108 - Certification and Licenses

109 - Hours of Service Act Requirements

109.1 Employees whose work activities subject them to the Hours of Service Act must:

- 1. Have the required mandatory rest,
- 2. Report to the proper authority any occurrence in which the maximum limits of the Hours of Service Act are exceeded, and
- 3. Accurately complete Hours of Service documentation with the required information in the prescribed format.
- 4. Inform the proper authority before accepting any call to work that requires reporting for duty before the completion of mandatory rest period,

109.2 Employees whose activities place them under the requirements of train and engine Hours of Service must:

- 1. When going on duty, notify the train dispatcher if 264 total hours on duty or 25 total hours of qualifying limbo time for the calendar month have been reached; and

2. Report to the proper authority any interruption of mandatory undisturbed rest periods, including time rest was interrupted, name of person interrupting the rest, and circumstances of the interruption;
3. Notify the train dispatcher three hours prior to the expiration of their hours of service limits. This notification must include whether or not the train is a Key train.

110 - Trains and On-Track Equipment

110.2 Employees must be qualified on the physical characteristics of the territories on which they are subject to work. Employees must pass a rules exam as required, and:

- a. Locomotive operators must:
 - 1. Pass a physical characteristics test as required, and
 - 2. Traverse the territory once every 12 months.
- b. Conductors must:
 - 1. Pass a physical characteristics test as required, and
 - 2. Traverse the territory once every 24 months.
- c. Employees qualified as an engineering department employee-in-charge (EIC) must traverse the territory once every 36 months.

110.3 The following people are authorized to ride on locomotives or on-track equipment:

- a. Other persons who present proper authorization and identification.
- b. Employees and supervisors performing assigned duties, including those assigned for qualification or training purposes, or
- c. Federal and state inspectors who are carrying and present proper credentials, or

110.4 Employees must ride in the operating cab of the lead locomotive of freight trains unless duties require otherwise. When sufficient seating is not available for all crewmembers in the operating cab of the lead locomotive, employees must contact a supervisor for instructions.

110.5 When a geometry car is operated with a locomotive, a crewmember must ride in the geometry car when instructed to do so by an engineering department supervisor.

111 - Sleeping and Napping While on Duty

112 - Train and Engine Service Employees

112.1 Each crewmember is equally responsible for all of the following:

- 1. Complying with all rules,
- 2. Providing safe and efficient operation of trains,
- 3. Keeping the operating cab of the locomotive clean and free of hazards, and
- 4. Ensuring the train or locomotive is equipped with the required supplies.
- 5. Ensuring cars and locomotives receive the required inspections and brake tests,

112.2 Notify the train dispatcher of any of the following conditions:

- a. Defects in cars or locomotives, or
- b. Scheduled stops to perform work, or
- c. Any condition that delays train movement.

112.3 On trains and yard assignments with more than one employee, the conductor or yard foreman is the ranking crewmember.

112.4 The ranking crewmember is responsible for the following:

1. Complying with instructions for switching cars or serving customers,
2. Informing other crewmembers and train dispatcher of cars that restrict train movement or require special handling,
3. Accurately reporting work, using electronic reporting tools when assigned, and
4. Ensuring proper documentation for the train is obtained and is accurate.

112.5 Locomotive operators assigned to a Key train must have in their possession or obtain a reverser prior to departing their on-duty location.

112.6 When locomotives are stopped or will be left standing on a track, considerations for noise and fumes must be taken into account for:

- a. Highway bridges, or
- b. Offices, or
- c. Occupied passenger cars.

113 - Yardmasters

113.1 Yardmasters are responsible for the safe and efficient operation of the yard. They must:

1. Understand the rules and duties of employees under their supervision;
2. Provide clear and concise instructions and confirm the instructions are understood;
3. Make certain cars and locomotives receive required inspections;
4. Promptly move defective equipment for repair;
5. Direct and record the movement of on-track equipment within their jurisdiction;
6. Provide information related to yard movements only to authorized personnel;
7. Report to the trainmaster if train documents are not received;
8. Prepare, update, file, and transmit records and reports in accordance with instructions; and
9. Immediately notify a supervisor of inspections performed by federal, state, and public agencies.

113.2 Yardmasters must understand and comply with the rules, laws, and instructions governing the:

1. Handling of hazardous materials and perishables;
2. Weighing, switching, and interchanging of cars;
3. Loading and clearance requirements for various types of lading and cars; and
4. Special handling of lading and cars to prevent damage.

113.3 Yardmasters must notify the chief train dispatcher no less than 12 hours in advance of planned movement of cars:

- a. Requiring clearance bureau instructions, or
- b. Restricting train movement, or
- c. Requiring special handling.

113.4 Yardmasters must make certain that employees under their supervision have received a job briefing and are:

1. Ready for duty at the appointed time, and
2. Furnished with the necessary documents.

113.5 Before releasing a train, yardmasters must make certain:

1. Car standing order is correct,
2. Train is properly classified,
3. Hazardous materials cars and cars requiring special handling are properly placed,
4. Air brake tests and inspections are performed,
5. Proper notification and documentation is provided to the crew and train dispatcher,
6. Cars are not delayed, and
7. Trains have proper tonnage.

114 - Operators

114.1 When coming on duty, an operator must:

1. Read and understand the transfer from the previous operator, and
2. Verify the transfer with the dispatcher when the operator being relieved is not present.

114.2 Properly record the following information and report to the train dispatcher:

1. Arrival and departure times,
2. Direction of train movement, and

3. Other information as directed by the train dispatcher.

114.3 Operate the following devices as directed by the train dispatcher:

1. Switches,
2. Bridges,
3. Control boards, and
4. Other devices as required.

114.4 Operators must:

1. Inspect passing trains when duties permit,
2. Give preference to train movements,
3. Inform the train dispatcher of approaching trains when signals are operator controlled,
4. Report weather as required,
5. Regard communications as confidential,
6. Accept messages only relating to company business or signed by an officer, and
7. Promptly and accurately deliver messages.

114.5 Operators must not:

- a. Close the office at the end of their tour of duty without permission from the train dispatcher, or
- b. Permit unauthorized persons in the office, or
- c. Allow student operators to handle any business without supervision.

114.6 Before going off duty, the operator must create a transfer that is typed or written in ink that contains the following:

1. Dispatcher messages and authorities in effect,
2. Blocked signals and switches,
3. Messages to be delivered, and
4. Other pertinent information, including any unfinished business.

114.7 When an operator station is closed:

1. Line switches and switch levers and apply blocking so routes do not conflict,
2. Place signal levers in position so that signals display an aspect permitting movement, and
3. Lock the station.

115 - Duties When Providing Flag Protection at Work Locations

- 115.1** Employees assigned to provide flag protection for work locations on main tracks, signaled tracks, or sidings must:
1. Obtain a copy of the appropriate dispatcher messages,
 2. Inform the train dispatcher of what equipment is being protected and the location of the work, and
 3. Communicate with the train dispatcher as necessary, but at least every two hours, to obtain train location information.
- 115.2** Employees providing flag protection at work locations must:
1. Have required flagging equipment, and
 2. Not engage in any unrelated tasks.
- 115.3** Prior to performing any work, conduct a job briefing with the contractor. The job briefing must confirm:
1. Tracks that are to be fouled,
 2. Time work is to begin and end,
 3. Understanding that work must be stopped sufficiently in advance to prevent delay to rail movements, and
 4. Understanding that work must not be performed outside the established limits.
- 115.4** The employee must remain in visual or verbal contact with the contractor equipment, or in verbal contact with the contractor's employee-in-charge to keep him or her fully advised of pending rail movements.
- 115.5** When workers request permission to obstruct a track, the employee assigned to provide flag protection for the location must not permit rail movements to enter the limits until the track is verified as clear.
- 115.6** If workers fail to comply with instructions of the employee providing flag protection, the incident must immediately be reported to the train dispatcher, yardmaster, or proper authority.
- 115.7** Before granting permission for rail movements within the limits, the employee must:
1. Determine on which track the approaching movement is located, and
 2. Verify that all contractor equipment and personnel are clear of that track.

115.8 If an event occurs that might interfere with safe rail operations, the employee must:

1. Take immediate action through radio communication to stop all movements approaching or moving within the limits,
2. Provide warning for approaching trains in the event of radio failure, and
3. Notify the proper authority.

115.9 Employees must notify the proper authority when work has been completed for that day. Employees must not absent themselves from the work area until:

- a. Relieved by another assigned employee, or
- b. Permission is received from a supervisor, or
- c. Confirmation is received from the contractor that all work has been completed for that day and the employee is relieved by the proper authority.