

CSX FAQs Regarding Emergency Order No. 24

1. *The dispatcher has given my train authority to occupy a TWC block, in non-signal territory. Do I need additional permission to handle switches within this block?*

Yes, reference Operating Rule 104-C

2. *Can I receive advanced authority from the dispatcher to handle switch(es)?*

Yes you can, one location (industry) at a time. You may get advanced permission to handle multiple switches if these switches are needed to facilitate switching at one industry.

3. *How would I get permission to handle a switch(es) at another location to switch a second industry?*

After switching the first industry and restoring the switch(es) to normal, the conductor would make the required entries on the Switch Position Awareness Form, job brief with the [UTF-8?] engineer and secure the engineer's initials to the form. At that time the crew should immediately begin contacting the dispatcher to give him/her the required information. The crew may proceed, based on their authority to the next switch(es). When the dispatcher answers the crew to receive information necessary concerning the switch, permission to operate the next switch(es) can be requested.

4. *It is raining, can I keep the Switch Position Awareness Form on the locomotive and fill it out when I return from the switch(es) I operated?*

Yes, you may. You must immediately upon returning to the locomotive fill out the Switch Position Awareness Form with the required information, job brief with the engineer and have the engineer initial.

5. How will I receive a blank Switch Position Awareness Form?

It will automatically be printed out with your Dispatcher Bulletins

6. If I need more SPAF forms, can I copy a blank form?

Yes, as long as it is blank and has no prior entries.

7. Where do I file or turn in my Switch Position Awareness Form?

You will not turn it in. It is [UTF-8?]the Conductor's™ responsibility to keep the completed and signed SPAF for a minimum of five (5) days and make it available for inspections and copying.

8. What if my engineer wants a copy of the completed and signed SPAF form?

Emergency Order 24 does not require the engineer to have a copy. However, if they want a copy, it is permissible.

9. I understand Emergency Order 24 requires me to communicate with my engineer via radio every time I reverse and normal a main track switch in non-signaled territory.

Yes, CSX will implement a new Operating Rule 423 to cover this requirement.

10. I am on a train with permission from the Employee-In-Charge to come through his/her work authority. I must stop and switch an industry. Do I need to obtain permission from the dispatcher to operate the switch(es) and must an entry be made on the Switch Position Awareness Form?

Yes, you must obtain permission from the dispatcher to use the switch(es). You must record all required information on the SPAF and furnish the information to the dispatcher.

11. I am on a work train working in a work authority under the direction of an Employee-In-Charge. Am I required to keep a Switch Position Awareness Form?

No, the work train is considered a piece of roadway work equipment and movements are made under the control of the EIC. If the work train crew elects to fill out a SPAF it is permissible.

12. The crew expires on the hours of service. Do they leave their Switch Position Awareness Form on the controlling locomotive?

No. The conductor would take the SPAF with them and retain for five days. The relieving crew would begin their own SPAF for the remainder of the trip.

13. Does CSX Operating Rules consider operating against the current of traffic in 251 territory as non-signaled?

Yes, CSX expects employees operating in this situation to comply with all requirements of Emergency Order 24.

14. I am on a coal train that expires on the hours of service. My train extends from the coal tipple through a switch on to the main. Can I release the block to the dispatcher with this switch other than normal?

Yes, the crew would release the block back to the dispatcher, complying with operating rule 167. The crew would note to the dispatcher any switches not in their normal position and note those switches on their Switch Position Awareness Form. The dispatcher would inform any relieving crew of the switch positions and their authority to occupy the block. The relieving crew would note on their SPAF of the switch being in the reverse position when granted authority and then note actual time switch was restored to normal.