

# **SAFETY RULES FOR R. T. TRACK WORK AND STANDARDS FOR ESTABLISHING PROTECTIVE AREAS**

## **GENERAL SAFETY RULES FOR PERSONS ON TRACK**

1. Be alert.
2. Signal a Motorman to stop if safety is involved.
3. Expect trains to run on any track, at any time, in either direction.
4. Look in both directions before crossing any track.
5. Do not cross tracks if an alternate route is available.
6. Step over rails, not on them.
7. Communicate and cooperate.

## **SAFETY RULES FOR MOTORMAN APPROACHING PERSONS ON TRACK**

1. Be alert.
2. Obey protective area flags and speed boards.
3. Warn persons by short horn blasts.
4. Know correct hand signals.
5. Acknowledge all signals by two short horn blasts.
6. Obey all signals.
7. Stop if no signal is received or if signal is not understood.
8. Report failure to signal or incorrect signal.
9. Maintain restricted speed until clear.

## **SAFETY RULES FOR TRACK WALKER (Any person who is on tracks other than in a gang)**

1. Be alert.
2. Wear orange safety vest.
3. Use footwalk unless work requires you to walk between tracks.
4. Use correct hand signals.
5. Signal well in advance.
6. Be sure you're clear before giving proceed signal.
7. Don't allow two trains to pass at same time (train bound for the Loop should be given the right-of-way).
8. Face approaching train.
9. Report Motorman violations.

## **SAFETY RULES FOR MEMBER OF WORK GANG**

### **IN WORK AREA -**

1. Be alert.
2. Stop work at Flagman's signal.
3. Make certain equipment is clear.
4. Make certain you are clear.
5. Warn anyone who is not clear.
6. Face approaching train.
7. Inform Foreman of any Motorman violations.

### **WHEN LEAVING WORK AREA -**

1. Obtain and wear orange safety vest.
2. Protect yourself (see instructions for track walker).

## **SAFETY RULES FOR FLAGMAN**

1. Wear orange safety vest.
2. Check protective area flags and speed boards and set trip 200 feet uptrack from gang (see Standards for Establishing Protective Areas).
3. Take position at trip.
4. Be alert.
5. Have trip in tripping position.
6. Sound warning when train is at yellow approach zone flag (800 ft. from workmen). Warn workmen by one long blast of air horn (or whistle, if being used).
7. Signal Motorman to slow or stop as necessary.
8. Lower trip only after track is clear and give proceed signal.
9. Restore trip to tripping position immediately after train has passed.
10. Do not allow two trains to pass workmen at the same time.
  - a. Same direction - adjoining tracks.
  - b. Opposite directions.

NOTE: Train bound for the Loop should be given the right-of-way.
11. Report violations by Motorman or gang members.

## **SAFETY RULES FOR FOREMAN**

1. Be alert.
2. Place flags and speed boards for protective area in accordance with Standards for Establishing Protective Areas.
3. Mark limits of work area.
4. Instruct Flagman about any unusual conditions.
5. Select location for trip (200 feet uptrack from gang) and supervise installation.
6. Check Flagman periodically.
7. Report Flagman violations.
  - a. Check violation on Motorman and Flagman Operation Check, CTA 5690.
  - b. If Flagman has repeated violations and fails to comply with Foreman's instructions, notify Line Supervisor and Superintendent of station to which Flagman is assigned.

8. Check gang members' compliance with safety rules.
9. Caution workmen who violate rules.
10. Make certain Flagman reports Motorman violations.
11. Keep Flagman informed of changing conditions.
12. Have workmen qualified to relieve Flagman.

## **STANDARDS FOR ESTABLISHING PROTECTIVE AREAS ON R. T. TRACKS**

### NOTES:

1. All standard distances are considered as + or - 10%.
2. Placement of flags and other markers is the responsibility of the Foreman or other person in charge of a group.

### **I. ESTABLISHMENT OF PROTECTIVE AREA FOR GANGS OR FOR GROUPS (3 OR MORE) WORKING IN A REASONABLY FIXED LOCATION FOR 30 MINUTES OR MORE**

#### **A. WORK AREA - 440 FT. MAXIMUM**

1. Maximum area over which gang may be spread or
2. Maximum length of gang and open track, i.e. track which has spikes pulled, guard rail out, etc.
3. Limits of work area to be marked in satisfactory manner by Foreman. Any workman leaving gang area must wear safety vest or be accompanied by someone wearing one.

#### **B. SLOW ZONE - 6 MPH (Established on work track and on any adjacent track which will be fouled by work equipment or workmen. See definition of fouled track on reverse side of folder.)**

1. Slow zone area includes
  - a. Work area (440 ft.)
  - b. Forward protective area (200 ft. in advance of gang).
  - c. Rear protective area (55 ft. multiplied by length of train now running).
2. Entrance to slow zone marked by red and green slow flags (day) and slow lights (if in effect after dark) as per Rule 125(b).
  - a. Flags placed at point 200 feet up track from gang unless this would place flags within open track area, in which case they are placed at beginning of open track area. If this places Flagman too far from gang for effective communications or impairs visibility, a second Flagman must be designated to assist.
  - b. Transportation Department Flagman with flag and trip stationed opposite slow flags on any fouled track

- (1) Enforces restrictions on fouled track with flag, hand signals and trip.
- (2) Responsible for control of moves by flag and hand signals on adjacent unfouled track, same direction, but does not enforce with trip.
- (3) Responsible for control of moves by flag and hand signals on adjacent unfouled track, opposite direction, to the extent that two trains do not pass at same time.

c. Slow zone flags, Flagman and track trip move each time gang moves 25 feet.

3. Exit from slow zone marked by green clear flag (day) and green light (if in effect after dark) as per Rule 125(c).

a. Flag placed beyond gang or beyond open track area at distance equal to 55 feet multiplied by number of cars currently operating.

b. Flag placement adjusted

- (1) Each time work area or gang moves 25 feet toward flag.
- (2) Each time work area or gang moves 100 feet away from flag.
- (3) Each time there is a change in length of train operating.

C. 15 MPH SPEED ZONE (Established on any track fouled by work or workmen and on close adjacent track even though not fouled.)

1. Establishment of zone on fouled track.

- a. Portable 15 MPH speed board placed 300 feet in advance of slow flags to mark entrance to zone.
- b. Speed board moved each time slow flags have been moved 100 feet.

2. Establishment of zone on close adjacent track which is not fouled.

- a. Portable 15 MPH speed board placed 200 feet in advance of gang.
- b. Speed board moved each time gang has moved 100 feet.

D. APPROACH ZONE (Established on any fouled track and on close adjacent track even though not fouled).

1. Entrance to zone indicated by yellow flag and yellow reflectors (mounted in same holder).

2. Flag and reflectors placed 600 feet in advance of slow flags (fouled track) or 600 feet in advance of 15 MPH zone (unfouled track).
3. Flag and reflectors moved each time gang has moved 100 feet.

NOTE: Yellow flag and reflectors will indicate to Motorman "Proceed with caution. Approaching work area."

## **II. ESTABLISHMENT OF PROTECTIVE AREA FOR GROUPS (3 OR MORE) WHOSE WORK REQUIRES CONTINUING MOVEMENT OR WHICH WILL BE IN A FIXED LOCATION LESS THAN 30 MINUTES.**

- A. Flagman warns group of approaching trains.
  1. Takes a position 200 feet in advance of group.
  2. Places track trip unless group is continually moving.
- B. No approach flags or slow flags placed under these circumstances.

## **III. USE OF ADDITIONAL FLAGMAN WHEN VISIBILITY OR COMMUNICATION BETWEEN GANG AND FLAGMAN IS IMPAIRED**

- A. An additional Flagman should be designated by Foreman. If condition will exist for some time, a request should be made for an additional Transportation Department Flagman.
- B. Flagman designated from work gang must be familiar with proper hand, flag and lamp signals.

## **IV. REMOVAL OF PROTECTIVE AREA FLAGS AND SPEED BOARDS WHEN WORK GANG LEAVES AREA**

- A. If track is in condition for normal operation, all flags and speed boards must be removed.
- B. If track is not in condition for normal operation
  1. All flags and speed boards on adjacent tracks must be removed.
  2. On work track,
    - a. Slow flags and 15 MPH speed board are placed at beginning of open track area.
    - b. Yellow flag and reflectors are left in position.
    - c. Clear flags are placed for maximum length train which will operate through the area.

### STANDARDS FOR ESTABLISHMENT OF PROTECTIVE AREAS

1. Maximum work area (open track plus gang) - 440 ft.
2. Placement of marking devices are shown below:

TYPE OF MARKING DEVICE	POINT OF PLACEMENT		MOVED WHEN:
	* FOULED TRACK	UNFOULED TRACK	
Red and Green Slow Flags	200 ft. uptrack from Gang	Not used	Gang moves 25 ft.
15 MPH Speed Board	300 ft. uptrack from Slow Flags	200 ft. uptrack from Gang	Gang moves 100 ft.
Yellow Flags and Reflectors	300 ft. uptrack from 15 MPH Speed Board	600 ft. uptrack from 15 MPH Speed Board	Gang moves 100 ft.
Green Clear Flag	55 ft. x length of trains currently operating: 2 cars - 110 ft. downtrack from Work Area 4 " - 220 ft. " " " 6 " - 330 ft. " " " 8 " - 440 ft. " " "		1. Work area moves 25 ft. toward Flag 2. Work area moves 100 ft. away from Flag 3. Change in length of trains operating

\* FOULED TRACK - Any track on which work is taking place or any track into which workmen, tools or materials will extend in such a way that there is danger of being struck by a train.

Example: Carpenters working on footwalk between two tracks extend into each track and are therefore in danger of being struck by a train on either track. A standard protective area guarded by a flagman with trip should be established on each of the tracks.

