

Mechanical Department

Crew Training Supplement

General Operations:

- Relative to all support equipment with engines (forklifts, tractors, light plants, etc.)
 - Inspect all fluid levels before starting. (Equipment Safety)
 - Support equipment engines shall be allowed to warm up for a minimum of 5 minutes upon the first start of the day. (Equipment Safety)
 - Abuse of equipment costs the museum dearly in money, volunteer time and loss of use. Equipment must be (gently) used only for its intended purpose. It must never be pressed into service for any use outside of its design. For instance, the backhoe is not a dozer and the forklift is not a brush rake. You may have to accept that some jobs cannot be done with the equipment we have in service. (Equipment Safety)

Enginemen:

- DO NOT board any locomotive that is displaying a blue flag until that flag is removed by maintenance personnel, even if you intend to wait in the cab. The locomotive is to remain clear of all personnel not directly engaged in the blue flag maintenance activity. (Life Safety)
- Do not leave towels, rags, spray cans, tools or any other object in the engine room of any locomotive. A box of disposable blue paper shop towels is provided for each in-service locomotive cab. Please use these for fluid checks, disposing of them in the trash can immediately after use. (Fire Safety)
- Review temperature requirement policy and plan your locomotive starts accordingly. Do not move any locomotive until it has warmed to or above the policy designated temperature. (Equipment Safety)

Shop:

- There is to be no smoking in the shop building. (FRRS Policy and California Law)
- There is to be no fuel storage in the shop building. Fuel is to be stored in the oil shed. (Fire Safety)
- The shop is to be kept clean and organized AT ALL TIMES to maximize efficient use of mechanic time.
 - There is to be no storage in the shop, however temporary, of any items not approved by the CMO or facilities manager. This includes that item you urgently have to 'find a place for'. An excellent place for that item is 'elsewhere'. (Efficiency and Shop Safety)
- Tools:
 - Mechanical Department tools and supplies are not available for general volunteer use. Use no tools or supplies from the mechanical department without CMO approval.
 - A toolkit for general use is located near the operations desk in a red toolbox.

- Track tools and outdoor tools (shovels, rakes, etc.) are located on the southwest side of the shop, next to the steam engine.
- Please return all tools to where you found them so that others can find them when needed.
- If a tool breaks while you are using it, please bring it to the attention of the facilities manager so it can be repaired or replaced.

Revision History:

2025-04-28 Paul Finnegan New- based on email from Nicholas Manos, CMO.