Western Pacific Railroad Museum

Feather River Rail Society

> Operating Department

Entrance and Service Requirements

"Safety is of the first importance in the discharge of duty"

"Rule 108: In case of doubt or uncertainty, the safe course must be taken"



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Introduction

This book contains all of the necessary requirements to enter into and to remain in the Feather River Rail Society Train and Engine Service.

The minimum age to enter into Train Service is 18.

The minimum age for Engine Service is 21. There are no exceptions.

All Operating Department crewmembers must read and understand the FRRS rulebook.

All Operating Department crewmembers (except current railroad engineers or retired within the past 2 years with approval of proper authority) must take and pass the FRRS rules examination each year.

All Operating Department crewmembers must sign the Release of Liability for Volunteers each year.

The requirements contained herein are for Crossing Guard, Car Attendant, Switch Tender, Student Brakeman, Student Conductor, Student Fireman, Student Hostler, Student Yard Engineer, Student Passenger Engineer, Student Restricted Fireman, Student Run-A- Locomotive Engineer, Brakeman, Conductor, Fireman, Hostler, Yard Engineer, Restricted Fireman, Run-A- Locomotive Engineer and Passenger Engineer.

To promote up through the Train and Engine Service positions, you must meet all of the requirements, no exceptions.

This book must be available to show to the on-duty officer prior to being assigned to, during or immediately after Train or Engine Service duties.

The record section is to be filled out by the on-duty officer only. The duty officer must have a different senior crewmember sign their book.

Persons needing operating hours to maintain qualification will take precedence over other operating personnel.

Persons who marked up for crew in advance will take precedence over other operating personnel.

You must be a member in good standing of the Feather River Rail Society, with a membership level of Active or above to participate in Train or Engine Service.

Train crewmembers must be in good general health, with the ability to communicate verbally, to give and receive visual and audible signals, and to safely operate the equipment.

REMEMBER, SAFETY IS ALWAYS OUR NUMBER ONE PRIORITY: SAFETY FOR THE PUBLIC, SAFETY FOR YOU AND THE REST OF THE TRAIN CREW, AND THE SAFETY OF OUR EQUIPMENT.

Proper Authority

Proper Authority is referenced in other sections of this book and is defined to be the following:

- 1) General Superintendent
- 2) Superintendent of Operations
- 3) Asst. Superintendent of Operations
- 4) Trainmaster
- 5) Yardmaster
- 6) Road Foreman of Engines
- 7) Designated Supervisor of Locomotive Engineers (DSLE)

Extended Break in Service

A review of the individual's knowledge and experience will determine what Train or Engine Service position that they will resume pending completion of agreed and documented individual recertification program.

Individuals who do not return for 3 or more years to continue training or service must be approved by two proper authority officials before continuing training or service.

Certification Cards

Operating Department personnel must have all current Rule, Student and Qualified Certification cards available for inspection while in Train or Engine service.

Crossing Guard

All Crossing Guards:

MUST attend safety meetings, special crew meetings and crew training.

MUST be able to "get along" with the public.

Operating Department personnel qualified in any train operation position are considered also qualified for Crossing Guard service.

Car Attendant

All Car Attendants:

MUST attend safety meetings, special crew meetings and crew training.

MUST be able to "get along" with the public.

Operating Department personnel qualified in any train operation position are considered also qualified for Car Attendant service.

Switch Tender

All Switch Tenders:

- MUST have at least 18 hours of Student Brake training.
- MUST read and understand the Rule Book.
- MUST attend safety meetings, special crew meetings and crew training.
- MUST know the hand signals.
- MUST be able to "get along" with the public.

Operating Department personnel qualified in any train operation position are considered also qualified for Switch Tender service.

Student Brakeman

All Student Brakemen:

- MUST read and understand the Rule Book with special emphasis on RULE "C".
- MUST attend safety meetings, special crew meetings and crew training.
- MUST learn the hand signals.
- MUST learn Train and Air Brake operations.

MUST be able to "get along" with the public.

The MINIMUM number of hours of training to become a Brakeman is 36 hours.

The MAXIMUM time to qualify for Brakeman is 96 hours. If anyone is unable to qualify within the 96-hour time limit, the Student Brakeman will receive a verbal and written termination notice thanking the volunteer for their interest and time. Both the verbal and written notice will include the reason(s) for non-qualification.

All Student Brakemen MUST have a MINIMUM of 4 hours of yard switching, which is to be included in the 36 hour minimum qualifying time.

A Student Brakeman may continue training over consecutive years.

A Student Brakeman, who returns after a oneyear absence to continue training, will lose onehalf of the previous credit hours of training.

A Student Brakeman who does not return for 2 or more consecutive years will LOSE ALL credit.

Brakeman

All Brakemen:

- MUST have completed Student Brakeman training.
- MUST read and understand the Rule Book.
- MUST attend safety meetings, special crew meetings and crew training.
- MUST know the hand signals.
- MUST know Train and Air Brake operations.
- MUST serve as a Brakeman for a MINIMUM of 24 hours before starting training as a Student Conductor or Student Fireman. This time MUST include 6 hours of training a Student Brakeman, after 12 hours of service.
- MUST have a MINIMUM of 8 hours of yard switching in 2 consecutive calendar years to maintain Brakeman status. May be waived by Proper Authority.
- MUST be able to "get along" with the public.

A Brakeman who has not completed the MINIMUM service time may continue over consecutive years.

A Brakeman must work as a Brakeman or Conductor for a MINIMUM of 24 hours in 2 consecutive years to maintain Brakeman status.

A Brakeman who returns after a one-year absence will revert to Student Brakeman status for a MINIMUM of 6 hours before being requalified as a Brakeman.

A Brakeman who does not return for 2 or more years will LOSE ALL qualifications and will have to restart Student Brakeman training for a MINIMUM of 12 hours.

Student Conductor

All Student Conductors:

- MUST be a Brakeman and have worked in that position for a MINIMUM of 24 hours before starting Student Conductor training.
- MUST read and understand the Rule Book.
- MUST attend safety meetings, special crew meetings and crew training.
- MUST know the hand signals.
- MUST know train and air brake operations.
- MUST show ability to instruct others.
- MUST be able to "get along" with the public.

The MINIMUM time to qualify for Conductor is 24 hours.

All Student Conductors MUST have a MINIMUM of 8 hours of yard switching, which is to be included in the 24 hour minimum qualifying time.

A Student Conductor may continue training over consecutive years.

A Student Conductor, who returns after a one-year absence to continue training, will work as a Brakeman for a MINIMUM of 6 hours, before restarting training as a Student Conductor and will lose one-half of the previous credit hours of training.

A Student Conductor that does not return for 2 or more consecutive years will LOSE ALL Student Conductor hours. The returning individual will have to re-qualify as a Brakeman. The MINIMUM time to re-qualify as a Brakeman is 24 hours.

Conductor

All Conductors:

MUST be a Brakeman.

- MUST have completed Student Conductor training.
- MUST read and understand the Rule Book.
- MUST attend safety meetings, special crew meetings and crew training.
- MUST know the hand signals.
- MUST know Train and Air Brake operations.
- MUST show ability to instruct others.
- MUST have a MINIMUM of 8 hours of yard switching in 2 consecutive calendar years to maintain Conductor status. May be waived by Proper Authority.
- MUST work as a Conductor for a MINIMUM of 24 hours in 2 consecutive calendar years to maintain Conductor qualification. May be waived by Proper Authority.
- MUST be able to "get along" with the public.

Working the MINIMUM time required to maintain Conductor status will also allow the individual to maintain an active Brakeman status.

A Conductor who returns after a one-year absence will revert to a Student Conductor status for a MINIMUM of 6 hours before being requalified as a Conductor.

A Conductor who does not return for 2 consecutive years will normally LOSE ALL qualifications and will have to restart as a Student Brakeman for 12 hours, qualify as a Brakeman and then as Student Conductor for 12 hours to requalify as Conductor. (Total of 24 hours minimum.)

Student Fireman

All Student Firemen:

- MUST be a Brakeman and have completed the MINIMUM in-time service before starting Student Fireman training.
- MUST read and understand the Rule Book.
- MUST attend safety meetings, special crew meetings and crew training.
- MUST know the hand signals.
- MUST know train and air brake operations.
- MUST learn how to verbally relay all signals to the Engineer.

MUST be able to "get along" with the public.

The MINIMUM time to qualify for Fireman is 12 hours.

A Student Fireman who returns after a one-year absence will revert to their "last qualified" position and will have to re-qualify in that position. The returning individual will lose one-half of the previous Student Fireman training credit hours.

A Student Fireman who does not return for 2 consecutive years will LOSE ALL Student Fireman hours. The returning individual will have to re-qualify in their last position before restarting Student Fireman training.

Fireman

All Firemen:

MUST	have completed Student Fireman training.	

- MUST read and understand the Rule Book.
- MUST attend safety meetings, special crew meetings and crew training.
- MUST know the hand signals and how to verbally relay the signals to the Engineer.
- MUST know Train and Air Brake operations.

MUST be able to "get along" with the public.

Working the MINIMUM time required to maintain Fireman status will also allow the individual to maintain an active Brakeman status and Conductor status if previously qualified.

A Fireman who returns after a one-year absence will revert to a Student Fireman and then serve as a Student Fireman for a minimum of 6 hours before being re-qualified as a Fireman.

A Fireman who does not return for 2 consecutive years, will LOSE ALL qualifications and will have to restart in their last position (Brakeman or Conductor) before restarting Student Fireman training.

Student Restricted Fireman

The position of **Restricted Fireman** is limited to individuals who are physically unable to perform the duties of a Brakeman or Conductor.

All Student Restricted Firemen:

- MUST read and understand the Rule Book.
- MUST attend safety meetings, special crew meetings and crew training.
- MUST learn the hand signals and how to verbally relay all signals to the Engineer.
- MUST learn Train and Air Brake operations.
- MUST learn the duties of a Brakeman and Conductor by observing a qualified crewmembers for a MINIMUM of 6 hours (MINIMUM of 3 hours for each position).
- MUST be able to "get along" with the public.

The MINIMUM time to qualify for Restricted Fireman is 12 hours.

A Student Restricted Fireman who returns after a one-year absence will lose one-half of the previous Student Restricted Fireman training credit hours.

A Student Restricted Fireman who does not return for 2 consecutive years will LOSE ALL Student Restricted Fireman hours.

Restricted Fireman

The position of **Restricted Fireman** is limited to individuals who are physically unable to perform the duties of a Brakeman or Conductor.

All Restricted Firemen:

- MUST have completed Student Restricted Fireman training.
- MUST read and understand the Rule Book.
- MUST attend safety meetings, special crew meetings and crew training.
- MUST know the hand signals and how to verbally relay the signals to the Engineer.
- MUST know Train and Air Brake operations.
- MUST know the duties of a Brakeman and Conductor.
- MAY be 'Bumped" by a Student Fireman at any time (by order of the General Superintendent, Superintendent of Operations, Asst. Superintendent of Operations, Trainmaster, Supervisor or the on-duty Conductor).
- MUST work as a Restricted Fireman for a MINIMUM of 12 hours in 2 consecutive calendar years to maintain Restricted Fireman status.
- MUST be able to "get along" with the public.

A Restricted Fireman who returns after a one-year absence will revert to a Student Restricted Fireman and then serve as a Student Restricted Fireman for a minimum of 6 hours before being re-qualified as a Restricted Fireman.

A Restricted Fireman who does not return for 2 consecutive years will LOSE ALL qualifications and will have to re-qualify.

Student Hostler

The position of **Student Hostler** is restricted to the operation of light locomotives. Student Hostlers can only move locomotives in the Yard and Service Tracks (House and House lead tracks, West end.)

All Student Hostlers:

- MUST be interviewed and approved by at least two proper authority officials defined in the General Information section.
- MUST be a Student Brakeman with a minimum of 12 hours, 6 of which are yard hours.
- MUST read and understand the Rule Book.
- MUST attend safety meetings, special crew meetings and crew training.
- MUST know the hand signals.
- MUST know Train and Air Brake operations.
- MUST be able to "get along" with the public.

The MINIMUM time to qualify as a Student Hostler is 10 hours. The MAXIMUM time to qualify is 3 consecutive years.

If a Student Hostler is unable to qualify in 3 consecutive years, then they will be removed from training and returned to their last qualified position if any.

A Student Hostler who does not return the following year will LOSE one-half of their previous training credit hours.

A Student Hostler who does not return for 2 consecutive years to continue training WILL BE REMOVED from training and LOSE ALL training credit. They will have to re-qualify in their last position, if any, and be approved before restarting Student Hostler training.

Student Hostlers MUST have a qualified Engineer in the cab during student training; who can act as a Fireman - a third person is not necessary.

The Road Foreman of Engines, DLSE, General Superintendent and Superintendent of Operations have the authority to disqualify or recommend qualification.

Hostler

The position of **Hostler** is restricted to the operation of light locomotives. Hostlers can only move locomotives in the Yard and Service Tracks (House and House lead tracks, West end.)

All Hostlers:

MUST be a Qualified Brakeman.

- MUST have completed Student Hostler training.
- MUST read and understand the Rule Book.
- MUST attend safety meetings, special crew meetings and crew training.
- MUST know the hand signals.
- MUST know Train and Air Brake operations.
- MUST be able to "get along" with the public.

The MINIMUM time to qualify as a Hostler is 12 hours. The MAXIMUM time to qualify is 3 consecutive years.

To attain and maintain qualification, every Hostler must be certified by proper authority as outlined in the Operating Department Certification of Locomotive Engineers policy.

A Hostler who does not return the following year will revert to Student Hostler for a MINIMUM of 6 hours to re-qualify as a Hostler, with the approval of at least two the proper authority officials defined in the General Information section. They WILL have to be re-qualified by proper authority as outlined in the Operating Department Certification of Locomotive Engineers policy.

A Hostler who does not return for 2 consecutive years to continue training WILL BE REMOVED from the position and LOSE ALL service credit. They will have to re-qualify in their last position, if any, and be approved before restarting Student Hostler training.

The Road Foreman of Engines, DLSE, Yardmaster, General Superintendent and Superintendent of Operations have the authority to disqualify or recommend qualification.

Student Yard Engineer

All Student Yard Engineers:

- MUST be a Qualified Conductor for a MINIMUM of 24 hours over 2 consecutive years before applying for Student Yard Engineer training.
- MUST be interviewed, and approved by two proper authority officials defined in the General Information section.
- MUST read and understand the Rule Book.
- MUST attend safety meetings, special crew meetings and crew training.
- MUST know the hand signals.
- MUST know Train and Air Brake operations.
- MUST be able to "get along" with the public.

The MINIMUM time to qualify as a Yard Engineer is 20 hours. The MAXIMUM time to qualify is 3 consecutive years.

If a Student Yard Engineer is unable to qualify in 3 consecutive years, then they will be removed from Yard Engineer training and returned to their last qualified position.

A Student Yard Engineer who does not return the following year will LOSE one-half of their previous training credit hours. They will have to restart, with approval, Student Yard Engineer training.

A Student Yard Engineer who does not return for 2 consecutive years to continue training WILL BE REMOVED from Yard Engineer training and LOSE ALL training credit. They will have to requalify in their last position and be approved before restarting Student Yard Engineer training.

Student Yard Engineers MUST have a qualified Yard or Passenger Engineer in the cab during student training, who can act as a Fireman - a third person is not necessary.

The Road Foreman of Engines, DLSE, Yardmaster, General Superintendent and Superintendent of Operations have the authority to disqualify or recommend qualification.

Yard Engineer

All Yard Engineers:

- MUST have completed Student Yard Engineer training.
- MUST read and understand the Rule Book.
- MUST attend safety meetings, special crew meetings and crew training.
- MUST know the hand signals.
- MUST know Train and Air Brake operations.
- MUST show ability to instruct others.

MUST be able to "get along" with the public.

To attain and maintain qualification, every yard engineer must be certified by proper authority as outlined in the Operating Department Certification of Locomotive Engineers policy.

Maintaining Yard Engineer status will also allow the individual to maintain an active Brakeman, Conductor and Fireman status.

A Yard Engineer who does not return the following year will revert to Student Yard Engineer for a MINIMUM of 6 hours to re-qualify as a Yard Engineer, with the approval of at least two of the proper authority officials as defined in the General Information section. They must be re-qualified by proper authority as outlined in the Operating Department Certification of Locomotive Engineers policy.

A Yard Engineer who does not return for 2 consecutive years will LOSE ALL qualification as Yard Engineer. They will have to re-qualify in their last position, and be approved, before restarting Student Yard Engineer training.

Student Run-a-Locomotive Engineer

All Student Run-a-Locomotive Engineers:

- MUST be a Qualified Yard or Passenger Engineer.
- MUST apply to the General Superintendent, Superintendent of Operations or RAL Coordinator to be placed in RAL service.
- MUST be interviewed, and approved by one proper authority official defined in the General Information section.
- MUST be interviewed and approved by the RAL Coordinator.
- MUST meet the requirements of their highest Engineer qualification to maintain RAL qualification.
- MUST be able to "get along" with the public.

Student Run-a-Locomotive Engineers MUST have a qualified Run-a-Locomotive Engineer in the cab during student training.

Student Run-a-Locomotive Engineers will be assigned to complete a minimum training of 5 hours of RAL Operations, under the observation of at least two different qualified Run-a-Locomotive Engineers before being qualified. At least one RAL must be a 2-hour "combo" RAL. The Student Run-a-Locomotive Engineer will coordinate their runs with the RAL scheduler in the Museum Store. The maximum time to qualify is 3 consecutive months.

The instructor Run-a-Locomotive Engineers will report their recommendations/suggestions for the Student Run-a-Locomotive Engineer to the RAL Coordinator.

The Student Run-a-Locomotive Engineer must be approved by the RAL Coordinator after a minimum of 5 hours of RAL training before advancing to Run-a-Locomotive Engineer.

Run-a-Locomotive Engineer

All Run-a-Locomotive Engineers:

- MUST have completed Student Run-a-Locomotive Engineer training.
- MUST be a Qualified Yard or Passenger Engineer.
- MUST apply to the General Superintendent, Superintendent of Operations or RAL Coordinator to be placed in RAL service.
- MUST be interviewed and approved by one proper authority official defined in the General Information section.
- MUST be interviewed and approved by the RAL Coordinator.
- MUST meet the requirements of their highest Engineer qualification to maintain RAL qualification.
- MUST show ability to instruct others.
- MUST be able to "get along" with the public.

Student Passenger Engineer

All Student Passenger Engineers:

- MUST be a Qualified Yard Engineer for a MINIMUM of 12 hours before APPLYING for Student Passenger Engineer training.
- MUST be interviewed, and approved by two proper authority officials defined in the General Information section.
- MUST read and understand the Rule Book.
- MUST attend safety meetings, special crew meetings and crew training.
- MUST know the hand signals.
- MUST know Train and Air Brake operations.
- MUST be able to "get along" with the public.

The MINIMUM time to qualify as a Passenger Engineer is 36 hours. The MAXIMUM time to qualify is 3 consecutive years.

If a Student Passenger Engineer is unable to qualify in 3 consecutive years, then they will be removed from Passenger Engineer training and returned to their last qualified position.

A Student Passenger Engineer who does not return the following year will LOSE one-half of their previous training credit hours. With approval, they will have to restart, Student Passenger Engineer training.

A Student Passenger Engineer who does not return for 2 consecutive years to continue training WILL BE REMOVED from Student Passenger Engineer training and LOSE ALL training credit. They will have to re-qualify in their last position and be approved before restarting Student Passenger Engineer training.

Student Passenger Engineers MUST have a qualified Passenger Engineer in the cab during student training.

Student Passenger Engineers MUST have a qualified Fireman in the cab during student training in addition to the instructor engineer.

After completion of MINIMUM training hours, the Instructor Engineer will evaluate the student's abilities, and recommend to the General Superintendent, Superintendent of Operations, or the Asst. Superintendent of Operations that either additional hours of training are needed or the student is ready for a test trip. If additional hours are required, the training will continue. If a test trip is recommended, the Superintendent of Operations or the Asst. Superintendent of Operations will arrange for qualification by proper authority as outlined in the Operating Department Certification of Locomotive Engineers policy. If the proper authority recommends additional training hours, the student's training will continue.

If proper authority recommends the qualification be given, the Student Engineer will be interviewed by:

- 1. the General Superintendent,
- 2. the Superintendent of Operations or the Asst. Superintendent of Operations,
- 3. and the Designated Supervisor of Locomotive Engineers

before a qualification card is issued.

Passenger Engineer

All Passenger Engineers:

- MUST have completed Student Passenger Engineer training.
- MUST read and understand the Rule Book.
- MUST attend safety meetings, special crew meetings and crew training.
- MUST know the hand signals.
- MUST know Train and Air Brake operations.
- MUST show ability to instruct others.

MUST be able to "get along" with the public.

To attain and maintain qualification, every Passenger Engineer must be certified by proper authority as outlined in the Operating Department Certification of Locomotive Engineers policy.

Maintaining Passenger Engineer status will also allow the individual to maintain an active Brakeman, Conductor, Fireman and Yard Engineer status.

A Passenger Engineer who does not return the following year will revert to Student Passenger Engineer for a MINIMUM of 6 hours to re-qualify as a Passenger Engineer, with the approval of at least two of the proper authority officials as defined in the General Information section. They must be re-qualified by proper authority as outlined in the Operating Department Certification of Locomotive Engineers policy.

A Passenger Engineer who does not return for 2 consecutive years will LOSE ALL qualification. They will have to re-qualify in their last qualified position.

Current railroad engineers, or retired within the past 2 years, can be authorized to operate as Passenger or Yard Engineers. They MUST be interviewed by two of the two proper authority officials defined in the General Information section prior to going into train service.

Current railroad engineers, or retired within the past 2 years, must be certified by proper authority as outlined in the Operating Department Certification of Locomotive Engineers policy. They MUST have an Engineer's License in their possession and present it upon request.

TRN	CREW TRAINING
RUL	RULES EXAM
ATT	CAR ATTENDANT
SWT	SWITCH TENDER
CRG	CROSSING GUARD
BYS	BRAKEMAN YARD STUDENT
BYQ	BRAKEMAN YARD QUALIFIED
BYI	BRAKEMAN YARD INSTRUCTOR
BPS	BRAKEMAN PASSENGER STUDENT
BPQ	BRAKEMAN PASSENGER QUALIFIED
BPI	BRAKEMAN PASSENGER INSTRUCTOR
CYS	CONDUCTOR YARD STUDENT
CYQ	CONDUCTOR YARD QUALIFIED
CYI	CONDUCTOR YARD INSTRUCTOR
CPS	CONDUCTOR PASSENGER STUDENT
CPQ	CONDUCTOR PASSENGER QUALIFIED
CPI	CONDUCTOR PASSENGER INSTRUCTOR
FYS FYQ FYI FPS FPQ FPI FYRS FYRQ FPRS	FIREMAN YARD STUDENT FIREMAN YARD QUALIFIED FIREMAN YARD INSTRUCTOR FIREMAN PASSENGER STUDENT FIREMAN PASSENGER QUALIFIED FIREMAN PASSENGER INSTRUCTOR FIREMAN YARD RESTRICTED STUDENT FIREMAN PASSENGER RESTRICTED STUDENT FIREMAN PASSENGER RESTRICTED QUALIFIED
HYS	HOSTLER STUDENT (Yard and Shop Area ONLY)
HYQ	HOSTLER QUALIFIED (Yard and Shop Area ONLY)
EYS	ENGINEER YARD STUDENT
EYQ	ENGINEER YARD QUALIFIED
EYI	ENGINEER YARD INSTRUCTOR
EPS	ENGINEER PASSENGER STUDENT
EPQ	ENGINEER PASSENGER QUALIFIED
EPI	ENGINEER PASSENGER INSTRUCTOR
GS	GENERAL SUPERINTENDENT
SOO	SUPERINTENDENT OF OPERATIONS
SPV	SUPERVISOR
TNM	TRAINMASTER
YDM	YARDMASTER

RDM ROADMASTER

Name:

FRRS Membership #:

Date	Position	Hours	Cert. By:

Date	Position	Hours	Cert. By:

Date	Position	Hours	Cert. By:

Date	Position	Hours	Cert. By:

Date	Position	Hours	Cert. By:

Date	Position	Hours	Cert. By: