

INDIANA HARBOR BELT RAILROAD COMPANY

BULLETIN ORDER NO. S-4
Effective: 0600 Sunday July 4, 2021

July 2, 2021
General Orders in effect: 101

A. Operating Manuals

1. **Timetable Authority:** IHB Timetable No. 3 dated 3/29/2021 in effect.
2. GCOR Operating Rules, Seventh Edition dated April 1, 2015 in effect and GCOR Transition Guide, Eighth Edition April 1, 2020 found in IHB General Order 101.
3. 2020 Emergency Response Guidebook in effect.
4. IHB Air Brake & Equipment Handling Rules dated February 1, 2016 effect.
5. IHB Safety Rules and Procedures Transportation dated 08/01/2019 in effect.
6. United States Hazardous Materials Instructions for Rail dated January 6, 2016 in effect.
7. C.O.R.A. Guide 8th Edition dated May 1, 2016 in effect.

B. Revisions:Timetable Special Instructions:**1. AT CP CANAL – NEW ELECTRICALLY LOCKED CROSSOVER AND MAIN LINE SPEED CHANGE – REVISED 5/26/2021**

Effective 0600 5/26/2021:

- New hand-operated crossover, installed 50' east from existing hand-operated crossover, connecting No. 2 Track to Argo New Yard Lead will be in service. Switches will be protected by IHB 109 locks. Authority from IHB West Dispatcher must be received prior to operating any locks or switches associated with the crossover. Movements will be governed by the train dispatcher's instructions.
- Electrically-locked crossover connecting No. 2 Track to Argo New Yard Lead is no longer in service.
- **Maximum authorized speed on No. 2 track will be 20 MPH and 10 MPH for all crossover movements.**

Employees will make changes on pages 28 and 77 of Timetable No. 3 and foreign Line Crews make changes on IHB CORA pages IHB-8 and IHB-67.

2.EQ-10 D, METHOD OF HANDLING DIMENSIONAL SHIPMENTS, D. DIMENSIONAL SHIPMENT CODES – NEW RESTRICTION CODES ADDED

Effective 0600 5/07/2021, employees are to add the following restriction codes to page 60 in ink and foreign line crews make changes to page IHB-96 in the CORA guide:

9. Other: Must hold Job Briefing with Chief Train Dispatcher for special handling instructions.
10. Not allowed to enter or traverse within any IHB Yard unless operating as a "special train".

3. EQ-11, WEIGHT RESTRICTIONS – DELETED

Effective 0600 05/07/2021, employees must delete rule EQ-11 in its entirety and replace with the verbiage "not in use" on page 61. Foreign line crews make the same change to page IHB-97 in the CORA Guide.

4. TERRITORIAL QUALIFICATIONS OF TRAIN SERVICE EMPLOYEES – REVISED

Effective 0600 4/17/2021, train service employees will be governed by the following. New language is highlighted in italics. Train Service Employees must strike through the sentence that has a strikethrough below on page 2 of IHB Timetable NO. 3 and make a notation that the rule is changed in this notice. In the near future a sticker will be made available to make the modification to page 2.

Q-1 Territorial Qualification of Train Service Employees

Prior to operating on a foreign railroad, Conductors and Engineers must be qualified on the physical characteristics of the territories listed on the Qualification Form. Upon completion of the initial qualification ~~and re-qualification trip, complete and fax the qualification form in accordance with the instructions on the form, this must include dates.~~

All conductors and engineers are responsible for maintaining territorial qualifications. Qualifications listed on the Qualification Form do not expire, unless a frequency requirement is stated for the route.

Employees must be qualified on the physical characteristics of the territories on which they are subject to work. All conductors and engineers are responsible for maintaining territorial qualifications.

Territorial qualifications will be considered valid in accordance with IHB's Qualification and Certification of Locomotive Engineers and Conductor Programs as follows:

Locomotive Engineers:

- **Main Track** – One trip over the territory within the previous 12 months.
- **Other Than Main Track** – Territorial familiarization briefing with qualified supervisor or engineer will be provided with an up-to-date job aid.

Conductors:

- **Main Track** – traversing a territory in any capacity at least once in the preceding 12 months.
- **Other Than Main Track** – traversing a territory in any capacity at least once in the preceding 24 months.

5. NEW HAND-OPERATED DERAIL INSTALLED AT REPUBLIC YARD

Effective 0600 4/09/2021, a new hand-operated derail is installed on the south end on track 8 approximately 300' north of 151st Street and locked with a 109 Lock. Derail must be restored after servicing Progress Rail. Employees must make a note next to the entry for Republic Yard in Timetable No. 3 on page 80 in special instruction 2214 stating, "See bulletin change 4/09/2021"

6. CORRECTION TO PAGE 19 – STICKER PAGE TO ADD ON TOP OF PAGE 19

Effective 0600 3/29/2021 the map on page 19 incorrectly depicts track names at CP Gibson. A sticker will be made available to cover page 19 entirely, correcting the track names at CP Gibson. Employees must obtain the sticker from usual on-duty locations.

7. NOTICE OF NEW TIMETABLE – TIMETABLE NO. 3 3/29/2021

Effective 3/29/2021 at 0600, new Timetable NO. 3 will be in effect. All affected employees must make arrangements to receive a copy from their immediate supervisor. Upon receipt of the new Timetable, employees must familiarize themselves with the new book. On the effective date employees must destroy Timetable NO. 2. **Foreign line crews must have IHB CORA Revision No. 12 3/19/2021 to operate on IHB territories.**

On Track Safety Manual:

1. APPENDIX B – PROTECTION AT INTERLOCKINGS WITH RAILROAD CROSSINGS AT GRADE – ADDED

Effective 0600 12/11/2020 a new Appendix will be added to the On-Track Safety Manual. Employees governed by the On-Track Safety Manual must add the new appendix to their book behind Appendix A. Employees must receive and review the new insert page with their supervisor when reporting for duty.

2. 3815 Maximum Speeds - Revised

Effective 01/23/2019, employees must remove pages 47 and 48 replace with the replacement pages which can be obtained from your immediate supervisors.

3. 3301 Establishing Working Limits Using Inaccessible Track - Revised

Effective 01/23/2019, employees must remove pages 23 and 24 replace with the replacement pages which can be obtained from your immediate supervisors.

4. 3302 When Operating Roadway Maintenance Machines or Crossing Tracks on Other Than Main Track - Revised

Effective 01/10/2019, employees must remove pages 25 and 26 replace with the replacement pages which can be obtained from your immediate supervisors.

5. IHB On-Track Safety Manual October 6, 2017, Rule 3803 Placing or Operating On-Track Equipment On Tracks – Revised

Effective 01/13/2018 rule 3803 has been revised to add a fourth exception to item a. Employees must receive replacement pages from their supervisors when reporting for duty:

On-Track equipment operating with IHB Movement Permit line 4 or 5, minor corrections will be permitted only after holding a job briefing with the IHB dispatcher.

6. IHB On-Track Safety Manual 10/06/2017 in effect. Employees must obtain a copy from immediate supervisors when reporting for duty.

7. Effective 0600, August 1, 2017, all engineering employees governed by IHB's On Track Safety manual must obtain a copy of Appendix A from their immediate supervisor and add to the back of the manual.

Hazardous Materials Instructions For Rail – HM-1:

1. HM-1 Unites States Hazardous Materials Instructions For Rail, January 6, 2016 Section 10, page 44 is revised:

Within Section 10, Item 4, employees must strike through the last sentence under **Braking Requirement**, as noted below. ECP Brakes are no longer required for certain HHFT or HHFUT trains after January 1, 2021.

4. INSTRUCTIONS FOR OPERATING HIGH HAZARD FLAMMABLE TRAINS AND HIGH HAZARD FLAMMABLE UNIT TRAINS

Speed:

Outside of HUTA's: Not exceeding **50 MPH**

Within HUTA's: Not exceeding **40 MPH**

Braking Requirement:

HHFT's Speeds of 30 MPH or more: Two-way EOT or Distributed power.

HHFUT's Speeds of 30 MPH or more: Two-way EOT or Distributed power. ~~ECP brake system if a train is loaded with one or more Packing Group 1 flammable liquid (required by January 1, 2021 all other HHFT's ECP brake system required by May 1, 2023).~~

2. Effective 0600 CST December 06, 2016, HM-1 "Section – 2 Required Documentation", page 17 is revised. Employees must add the following rule to page 17.

13. Errors Discovered En-Route

When an error is discovered en-route by visual inspection, automatic equipment identification scanner (AEI), or other means crews operating this equipment must be notified. Upon notification of errors discovered, on board position in train documentation must be updated as soon as practical.

Transportation Department Safety Rules and Procedures:**1. T&E Safety Rules and Procedures 08/01/2019 – Correction to Annual Safety Calendar on pages 24 and 25**

Effective 02/20/2020, employees must change all references of 1756 to 1706 in the Annual Safety Calendar on pages 24 and 25.

2. Transportation Safety Rule 1706 - Modified

Effective 0600 9/10/2019, employees must make the following changes to Safety Rule 1706 on page 8.

1706. Employees must not ride:

On sill step (stirrup beneath ladder), engine steps, caboose steps of cars when moving over a street or highway crossing, or yard access crossing. Yard access crossing means a grade crossing that is located within the physical confines of a railroad yard and is either:

1. Open to unrestricted public access; or
2. Open to persons other than railroad employees going about their normal duties, e.g., business guests or family members.

3. PLACE OF SAFETY 1752 (TRANSPORTATION) AND 6752 (MAINTENANCE OF EQUIPMENT DEPT.) – REVISED 08/27/2019

Effective 0600 08/27/2019, Place of Safety Rule governing the Transportation and Maintenance of Equipment Departments has been revised to provide clarity when “Walking in a place of safety”. Replacement pages are provided and are available for immediate pick up at the following on-duty locations: Michigan Ave, Gibson West End, Blue Island Trainmaster, Argo, and Norpaul. Affected employees must remove pages 13/14 in the Transportation Safety Book and pages 5/6 in the M of E Safety Book and replace with the revised rule.

Air Brake & Equipment Handling Rules:**1. MULTIPLE AIR BRAKE RULE CHANGES**

Effective immediately, FRA has modified air brake regulations changing maximum “off-air” requirements from 4 hours to 24 hours. The rules affected are as follows:

1. 5014 Class I Brake Test - page 18
2. 5017 Class II Brake Test – page 21
3. 5018 Class III Brake Test – page 22
4. 5020 Brake Test From Yard Test Plant – page 23
5. Definitions – “Solid Block” – page 105

2. Replacement pages are being distributed to all on-duty locations

3. Revision February 1, 2016 will be made available at on duty locations. Employees will remove and replace pages accordingly.

4. Revision 01/13/2017 will be made available at on duty locations. A new chart named “Air Brake Test Requirements” has been added to pages 16 and rule number 5020 has been modified on page 23. Employees will remove and replace pages accordingly.

5. Inserts reflecting revisions to rule 5501 on page 84 and rule 5502 on page 85 of the Air Brake and Equipment Handling book will be made available at all on-duty locations.

6. Effective 5-15-2017, inserts reflecting the revision to rule 5602 on page 96 of the Air Brake and Equipment Handling book will be made available at all on-duty locations. Employees will remove and replace pages accordingly.

7. Effective 5-22-2017, inserts reflecting the revision to rule 5333 on page 67 of the Air Brake and Equipment Handling book will be made available at all on-duty locations. Employees will remove and replace pages accordingly.

8. Effective 01/15/2018, employees must obtain revised page inserts at the following on-duty locations; Norpaul, Argo, Blue Island, Gibson West End, and Michigan Avenue. Employees must remove old pages and replace with new revised inserts reflecting the following changes:

1. Locomotive Data Guide and Rule 5304 – Shut Down Locomotive in Emergency page(s) 40, 41,42, and 43.
2. Rule 5333 – Securing Locomotives page(s) 66, 67, 68, and 69.
3. Rule 5500 – Securing Equipment Against Undesired Movement page(s) 82, 83, 84, and 85.

M of E Safety Rules and Procedures**Rules 6104 Modified and 6345 - Added**

Effective 0600 5/15/2020, rule 6104, item (h), on page 10 is modified (as noted below) and new rule 6345 is added to page 33. Mechanical Department Employees are required to add the following changes in ink to pages 10 and 33.

Modify rule 6104, item (h), on page 10:

6104..Wear an approved face shield when you are involved in any of the following activities:

- (h) Fueling locomotives and other CNG propelled equipment.

Add new rule 6345 to page 33:

6345..When fueling an engine with CNG the following precautions must be made:

- Face shield and gloves are to be worn at all times.
- A ground wire must be attached to the engine to prevent static electricity.

A "safety tether" must be attached to the hose to prevent unexpected movement.

IHB Dispatchers Manual**1. RULE 5000 PROTECTION AT INTERLOCKINGS WITH RAILROAD CROSSINGS AT GRADE – REPLACED**

Effective 0600 12/11/2020 rule 5000 is replaced in its entirety. Employees must receive and review the new insert page with their supervisor when reporting for duty.

2. IHB Dispatchers Manual February 1, 2016 – Addition

Effective 12/14/2018, all Operations Center Employees must familiarize themselves with the new **Emergency Protocol and Procedures** Section. Replacement books will be made available to all Operations Center Employees.

6000 Bridges – Accidents

Upon notification that a bridge was involved in a flood, fire, earthquake, derailment, or a vehicular/vessel impact or like event, all affected train traffic must be halted. The Dispatcher must notify the Engineering Department of the event. Train traffic cannot resume over the bridge until Engineering personnel have inspected and released the bridge for normal movement or with restrictions.

**Courtney B Dunford
General Superintendent**