

No. **3096**

THIS BOOK

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NORFOLK & WESTERN RAILWAY CO.

AND IS LOANED TO

NAME	EMPLOYED AS
<i>M. H. Morrow</i>	<i>Engineer</i>
<i>Williamson</i>	<i>osh</i>
<i>It Va</i>	<i>yard</i>
<i>Mingo Co</i>	

WHO HEREBY AGREES TO RETURN IT TO THE PROPER
OFFICER WHEN CALLED FOR, OR UPON LEAVING THE
SERVICE.

**NORFOLK AND WESTERN
RAILWAY CO.**

Rules and Regulations

FOR THE

Government

OF THE

OPERATING DEPARTMENT

The rules herein set forth govern the railroads operated by the Norfolk and Western Railway Company. They take effect December 1st 1905, superseding all previous rules and instructions inconsistent therewith.

Special instructions may be issued by proper authority.

A. C. NEEDLES,
General Superintendent.

Approved:

N. D. MAHER,
General Manager.

must notify the section foreman of the trains due which have not passed, and of any other matters requiring attention.

621. Bridge watchmen must keep a supply of water on the bridge and follow each train with a bucket of water to extinguish fire or hot cinders that may have fallen from the engine; keep the coping of the abutments and piers clean; remove combustible matter from near the bridge; frequently examine the timber and iron work of the bridge and report any decay or defect, and prevent all persons, except employes, from crossing the bridge.

622. They must observe the speed of passing trains and report any violation of the rules. When their time is not wholly occupied with watching, they must attend to such other duties as may be assigned them.

CROSSING WATCHMEN.

623. Crossing watchmen report to the roadmaster.

624. They must exercise care to insure full protection at the crossings when trains are approaching. They must use white signals at crossings to signal vehicles or pedestrians, and on crossing gates. Red signals must be used only to stop trains. They must keep their watch houses clean and not permit unauthorized persons in or about the premises. When two or more watchmen are employed during the day or night, there must be always one on duty. When both day and night watchmen are employed, they must not leave their posts until relieved by each other.

RULES GOVERNING OPERATION OF BLOCK SIGNALS.

Definitions.

BLOCK.—A length of track of defined limits, the use of which by trains is controlled by block signals.

BLOCK STATION.—A building from which block signals are operated.

BLOCK SIGNAL.—A fixed signal controlling the use of a block.

BLOCK SYSTEM.—A series of consecutive blocks controlled by block signals.

TELEGRAPH BLOCK SYSTEM.—One in which the signals are operated manually upon information by telegraph.

AUTOMATIC BLOCK SYSTEM.—One in which the signals are operated by electric, pneumatic or other agency actuated by a train, or by certain conditions affecting the use of a block.

RULES GOVERNING THE OPERATION OF TELEGRAPH BLOCK.

700. When provided for by special instructions, trains will be governed by telegraph block system designed to protect trains running in an opposite as well as in the same direction. This system will be

independent of the General Rules governing train movement and the movements directed by time-table and special orders, and must not be confused therewith.

701. The form of signal to be used is the double-arm semaphore.

A horizontal position of the arm, or a red light displayed, signifies not clear—stop.

A nearly vertical position of the arm, or a white light, signifies clear—proceed.

The right-hand arm to a train approaching governs a train moving in that direction.

The normal position of this signal will be at STOP, where it will remain except when held at CLEAR by the hand of the operator.

702. ABSOLUTE BLOCK means that but one train will be permitted to occupy a block.

703. PERMISSIVE BLOCK means that more than one train will be permitted to occupy a block when moving in the same direction.

704. The block signal will be used for train orders and all rules applying to train order signals will apply to the block signal when used for train orders.

705. Authority for issuing a PERMISSIVE BLOCK CARD will be given by the superintendent in the following form:

Card No. 92, Card "A" O. K. 10.05 A. M.

Operators receiving this authority will fill up and deliver to the conductor and engineman each a copy of the following form:

NORFOLK AND WESTERN RAILWAY CO.

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Date

Division.

Conductor and Engineman No.

USE PERMISSIVE BLOCK From

to

Train No. entered at M.

This order will be given in triplicate, one copy to be delivered to engineman, one to Conductor, and one filed by operator.

Operator.

Superintendent.

Card

Made

By

Rec'd by Opr.

The designating letter, O. K., time made O. K., initials of the superintendent, last name of the dispatcher and last name of the operator receiving it must be endorsed on the face of a PERMISSIVE BLOCK CARD before it is ready for use.

706. The operator's copy of all PERMISSIVE CARDS must be mailed to the superintendent daily.

707. Enginemen and conductors running on PERMISSIVE BLOCK CARD or permissive block signal, must handle their trains with great caution. Where view is obscure, speed must be reduced to insure against collision with a train running ahead.

708. When a block signal is changed from "stop" to "proceed" when a train approaches, it will indicate that the block is clear to the first switch at the next block station ahead.

709. When a block signal is at "stop" position and the operator issues a clearance card that he has no orders, or no further orders for the train addressed, and that the block is "clear," or "permissive," the train may proceed as if the signal was at "proceed," or "permissive" position.

710. A train of inferior class must not occupy a block when a train of superior class is due therein.

711. A train must not go to a closed block station to be met or passed by other trains without orders, copies of which will be given to the operators at the nearest open block station on each side of the meeting station.

Operators receiving such orders will keep the block

signal at "stop" position and issue a clearance card reading:

"Signal is displayed for No.— and No. — to meet (or pass) as per order No. —. Except as stated, block is clear."

712. A permissive block arm, painted GREEN, is placed on the signal mast below the block arm at stations named by special instructions, where it is desired to move trains under permissive block without the use of PERMISSIVE BLOCK CARD.

A horizontal position of the permissive arm or a green light displayed signifies caution, and indicates that a preceding train is in the block.

When it is desired to allow a train to enter a block under permissive signal, the block arm will be lowered when the train approaches, and the GREEN arm will remain in horizontal position.

When the block is clear, both the block and the GREEN arm will be lowered when the train approaches.

When a block is controlled by a permissive block arm, freight trains may be permitted to enter same, five minutes apart.

No train will be permitted to enter such block while there is a passenger train therein, and no passenger train will be permitted to enter such block while there is any train therein, except as provided in Rule 705.

713. The responsibility for colliding with trains in block when running on permissive block card, or permissive signal, will rest with the train receiving and moving on such card or signal. This will not relieve Conductor and Engineman of train stopping within block or between stations from protecting, as required by Rule 99.

Nothing in these Rules will relieve Train and Enginemen from the fullest observance of all the General and Special Rules governing the movement of trains.

714. The responsibility of operating the telegraph block system is placed upon the operators at the block stations.

715. A telegraph wire is divided into sections by ground switches at each telegraph block station, and instruments provided for the purpose of operating a block system by telegraph. The normal position of the ground switch is to the ground, and must be kept in this position at all times except when desired to work the block through.

716. If from any cause the block wire fails to work, the superintendent must be notified at once.

717. The block wire must not be used for any other purpose than block, and must not be left so it will work outside of the block sections.

718. When block signals are out of order, report must be made to the superintendent at once, giving nature of defect.

719. Operators are provided with train registers upon which they must register (commencing with 12.01 A. M., daily) the leaving time of all trains in both directions at their own stations and at the next station west and east, or north and south. Immediately after a train has entered a block, operators will report to the station to the west and east, or north and south of them, the departure of such train. They will not report a train clear of the block until the rear car of the train

carrying markers has passed the signal, or cleared on the siding.

720. Reports of trains made on block wire will not be considered complete unless operators making such reports receive O. K. and office call for same.

721. When it is desired to block trains at stations ahead and back, the following signals will be used:

"37"—block east or northbound trains.

"58"—block west or southbound trains.

When this signal is transmitted, the operator receiving it will respond "1 13 B 37" or "B 58," as the case may be, and sign his initials and office call, and will block such trains until the block is reported clear.

722. Operators will not permit more than one train to occupy a block except as provided in Rules 705, 711 and 712.

723. To prevent opposing trains entering a block simultaneously, operators will not permit west or southbound trains to enter until they have notified the operator at the next block station west or south to block east or northbound trains, using signal "37," as per Rule No. 721.

724. The rear of each train will be indicated by a green flag by day and a green light by night placed on each side of the last car as markers.

If no markers are displayed on the rear of a train, the operator at the next block station ahead must be notified to give such train a train-parted signal and to clear the block if possible. If block is not clear, and is occupied by an opposing train, signal will remain at Stop position. If occupied by a train moving in same

direction permissive signal will be given. Trains receiving such signals must be governed accordingly.

725. The block signal must never be fastened at PROCEED position except when the office is closed for the night, but must always be held in that position by the hand of the operator, when it is desired to give a train a PROCEED signal until the rear car of such train has passed the signal.

726. Operators will not change block signals to PROCEED position for trains which have already passed the signal; but must leave the signal at stop position and issue a clearance card when block is clear.

727. When there are no orders and the block is clear for an approaching train, the signal should be changed to PROCEED as soon as, but not before, the engineman is in sight of it, that the train may enter without reducing speed, and that the engineman may see the signal changed.

728. When trains are to meet at block stations, operators will block all trains until they are certain the trains that are to take siding have cleared.

When a train has to pass the block signal to clear the siding, operator may issue a clearance card endorsing on same as provided for, that block is clear on arrival of the opposing train, and allow the train to clear the switches.

729. When a train is on a siding clear of main track and the markers have been seen, or train is reported by conductor as into clear, the block may be cleared.

Trains standing or switching on main track must not be considered or reported as clear of a block unless they have actually cleared the block.

Trains having cleared a block and having been so reported, must not re-enter such block except when protected as per Rule 99.

730. On single track, in case a train enters a block where there is an intermediate side track and fails to reach the next block station to meet a superior train, the superior train will be given a message signed by the superintendent advising it of the time such train entered the block, receive a permissive block card, as per Rule 705, and will proceed accordingly.

731. Operators leaving their office for any cause other than work about the station must have consent of the dispatcher before leaving, and the block signal must be left in normal position, unless instructions to the contrary are given by the dispatcher. Absence from the office must be so timed as not to interfere with the movement of trains.

732. Where block stations are only open in the day, they must not be closed for the night until the block on either side is clear and "good-night" has been given and acknowledged by the nearest block stations on either side and by the dispatcher.

When the office is closed the signals should be fastened at PROCEED position, and the block wire arranged to work through the closed office, and operators on either side will consider the block as extended.

When the office is re-opened, the signals should be placed at STOP position and offices on either side and the dispatcher notified. The position of trains should be ascertained and a record of any train in the block made on the train register. The first train arriving after the office is opened must not be allowed to pass except by authority of the superintendent, who will instruct whether a clear block or a permissive block is to be given.