

*Iowa Transfer  
Railway  
Co.*

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*RULES GOVERNING  
the  
OPERATION of YARD  
and  
Covering the Movement  
of  
ENGINES, CARS  
and CREWS*

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*EFFECTIVE FEB. 15, 1923*

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**RULES GOVERNING THE OPERATION OF  
THE IOWA TRANSFER RAILWAY COM-  
PANY'S YARD AND GOVERNING THE  
MOVEMENT OF ENGINES, CARS AND  
CREWS THROUGH THE YARD EFFEC-  
TIVE FEBRUARY 15, 1923.**

**YARD RULES**

**Rule 1**

The operation of the Iowa Transfer Rail-  
way Company will be under the supervision  
of the Chief Inspector and all employes of  
the Transfer, including the yard crews, will  
obey his instructions.

All crews of tenant railway companies  
will obey the instructions of the Chief In-  
spector or his assistants while in the Trans-  
fer yard.

**Rule 2**

All crews coming to or moving in the  
yard shall expect to find Transfer engine  
working on east lead at all times.

**Rule 3.**

Crews of tenant companies using east  
lead should keep sufficient distance from  
the Transfer engine to insure safety from  
collision until signal is received from Trans-  
fer crew that it is safe to proceed.

**Rule 4**

Crews entering or leaving yard or moving  
cars through the yard must have a man on  
head end to protect their movements at all



times. Cars must not be shoved or light engines come out on lead before ascertaining whether or not lead is clear.

#### Rule 5

Engine foremen should inquire at the office in person or by telephone and ascertain from yard clerk or other person in authority on what track to make his deliveries.

#### Rule 6

Unless requested to do so by Chief Inspector or man in charge of Transfer engine, crews of tenant companies should not couple onto cars to which Transfer engine is coupled.

#### Rule 7

All headlights should be dimmed as much as possible while in the yard.

#### Rule 8

Except by permission of Chief Inspector or his assistants, crews making deliveries will be required to pull all cars that are ready to be pulled to avoid congestion.

#### Rule 9

Employees of the Transfer will be required to aid the crews of tenant companies while working in the yard so there will be as little delay as possible.

#### Rule 10

Strict observance of these rules will be required at all times. Violations should be reported to the Chief Inspector or General Manager.

### JOINT INSPECTION OF CARS

#### Rule 11

M. C. B. Rules shall govern the interchange of cars.

#### Rule 12

The Chief Inspector's interpretation of M. C. B. Rules shall be accepted. If any dispute arises from his decision the case in dispute shall be placed before a committee of three disinterested car foremen for adjustment and the decision of the majority shall be final.

#### Rule 13

Defect cards will be issued by the Chief Inspector in accordance with records at Iowa Transfer Railway Company's office.

#### Rule 14

No repairs will be made at the Iowa Transfer yards, except the following: Brake chains, connection pins, brake shoes, knuckles, knuckle pins, lift clevises, lift chains, rod castings, air hose and any other safety appliance defects that in the judgment of the Chief Inspector can readily be made by the Inspector.

#### Rule 15

Each road shall furnish material for the repair to its cars upon requisition from the Chief Inspector.

### Rule 16

The Chief Inspector should be furnished a copy of all circulars or special instructions relative to inspection or interchange of cars.

## GENERAL RULES

### Rule 17

A record shall be kept at the Iowa Transfer yard of the time of delivery and of the time cars are taken from the transfer. The delivering time shall be the time the last car in the train has been delivered. The time cars leave the transfer shall be the time train taking the cars leaves the transfer.

### Rule 18

All cars delivered to the transfer must be accompanied by bills, and switch lists, giving complete information as to destination and contents of car.

### Rule 19

Cars interchanged between the tenant roads at other places than the Iowa Transfer yard within a radius of five miles of the transfer yard, must be reported to the Chief Inspector by the delivering road. This report shall give number and initial of car, contents, destination, date, hour and road to which delivered.

### Rule 20

All records at the Iowa Transfer Railway Company's office are open for examination

at any time by representatives of tenant roads. All requests for records or information relative to inspection or interchange of cars should be addressed to Chief Inspector, Iowa Transfer Railway Company, East Des Moines, Iowa.

### Rule 21

The following roads are tenants of the Iowa Transfer Railway Company:

Chicago, Burlington & Quincy R. R. Co.

Chicago, Rock Island & Pacific Ry. Co.

Chicago Great Western R. R. Co.

Chicago & Northwestern Ry. Co.

Des Moines Western Ry. Co.

Des Moines Union Ry. Co.

Minneapolis & St. Louis R. R. Co.

J. A. WAGNER,  
General Manager.

Approved:

F. C. HUBBELL,  
President.

at the time of the execution of the  
order, the person or persons in charge  
of the institution, or the person or persons  
in charge of the execution of the order,  
shall be held responsible for the same.

The following shall be held responsible  
for the same:

1. The person or persons in charge of the  
institution, or the person or persons in  
charge of the execution of the order,  
shall be held responsible for the same.

2. The person or persons in charge of the  
institution, or the person or persons in  
charge of the execution of the order,  
shall be held responsible for the same.

3. The person or persons in charge of the  
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