

# Louisiana & Arkansas Railway

## TIME TABLE No. 20

TAKES EFFECT 12.01 A. M., SUNDAY, JAN. 27th, 1929.

FOR THE INFORMATION AND GOVERNMENT OF EMPLOYES ONLY.

THE COMPANY RESERVES THE RIGHT TO VARY THEREFROM AS CIRCUMSTANCES MAY REQUIRE.

CENTRAL STANDARD TIME.

**C. G. LUNDAY,**

Vice President & General Manager,

MINDEN, LOUISIANA

**N. JOHNSON,**

Superintendent,

MINDEN, LOUISIANA.

## MINDEN AND WINNFIELD DISTRICTS

SOUTH BOUND							Station Numbers	Distances from Hope	TIME TABLE		Capacity of Sidings		NORTH BOUND							
THIRD CLASS		SECOND CLASS		FIRST CLASS					No. 20.		Passing Trains	Other Sidings	FIRST CLASS			SECOND CLASS		THIRD CLASS		
27	25	15	17	5	3	1			Takes Effect				2	4	6	18	16	26	28	
Local	Local	Freight	Freight	Motor	Passenger	Passenger			January 27, 1929				Passenger	Passenger	Motor	Freight	Freight	Local	Local	
Daily Ex. Sunday									STATIONS.				Daily		Daily		Daily Ex. Sunday			
Lv 8.10AM	Lv 8.29	Lv 8.45	Lv 9.00	Lv 9.35PM	Lv 12.05PM	Lv 6.25AM	0	0	N	HOPE	CY	Yard.	Ar 8.25PM	Ar 11.30AM	Ar 6.00AM	Ar 1.40PM				
	8.29	8.45	9.00	9.35PM	12.19	6.25	6	6.29		COLER		39	8.10	11.13	5.40	1.13				
f 8.45	10.05	10.15	11.01	12.05PM	12.30	6.43	11	11.20	D	PATMOS	*	15	8.03	s 11.03	5.24	f 12.53				
f 9.00	10.15	11.01	11.01	12.05PM	12.38	6.48	15	14.63		BAKER		39	7.58	f 10.55	5.12	f 12.38PM				
s 9.40	11.01	11.18	11.18	12.05PM	12.56	7.02	23	22.83	N	STAMPS	WYCS	Yard.	s 7.45	s 10.38	4.45	s 11.55				
	11.18	11.30	11.30	12.05PM	1.10	7.12	29	29.05		McKAMIE	*	75	7.35	f 10.27	4.26	f 10.55				
f 10.27	11.30	11.60	11.60	12.05PM	1.20	7.18	34	33.62		EXPERIMENT		79	7.28	f 10.18	4.11	f 10.40				
s 11.08	11.60	12.08AM	12.08AM	12.05PM	1.36	7.30	41	41.06	D	TAYLOR	*Y	28	7.18	s 10.01	3.47	s 10.01				
	11.60	12.08AM	12.08AM	12.05PM	1.51	7.41	48	47.71	D	SPRING HILL	*WY	70	f 7.08	s 9.44	3.26	9.30				
	12.14PM	12.30	12.30	12.05PM	2.08	7.53	56	55.45	D	SAREPTA	*	34	6.57	s 9.27	3.01	9.03				
	12.45	12.45	12.45	12.05PM	2.20	8.02	61	60.98	D	COTTON VALLEY	WY	65	s 6.48	s 9.15	2.43	8.45				
	1.40	1.08	1.08	12.05PM	2.39	8.15	69	69.40		GRIM		85	6.34	8.56	2.16	8.15				
	2.05	1.20	1.20	12.05PM	2.48	8.22	74	73.49		LONG SPRINGS		40	6.27	f 8.47	2.02	7.50				
Lv 7.45AM	Ar 2.30PM	1.45	Lv 2.20AM	Ar 3.00PM	Lv 8.50AM	Ar 8.30AM	78	78.26	S	MINDEN		Yard.	Lv 6.20PM	Ar 2.35PM	Lv 8.35AM	Ar 9.30PM				
7.47	2.32	2.22	2.22	3.00PM	8.52			78.79		SHREVEPORT JUNCTION				9.28	12.58	12.58				
8.03	2.51	2.38	2.38	3.00PM	9.05		83	83.13	D	SIBLEY		80	s 2.24	9.16	12.40	12.35PM				
	2.51	2.38	2.38	3.00PM	9.05		83	83.16		Y. & M. V. R. R. Crossing				9.16	12.40	12.35PM				
	3.15	3.01	3.01	3.00PM	9.18		89	89.16	D	HEFLIN		44	s 2.09	8.59	12.20	11.54				
	3.25	3.11	3.11	3.00PM	9.26		93	92.63		FRYEBURG		26	s 2.01	8.49	12.08AM	11.43				
	3.33	3.19	3.19	3.00PM	9.33		96	95.63		LAWHON	PW*	62	f 1.53	8.40	11.58	11.34				
	3.40	3.26	3.26	3.00PM	9.38		98	98.01	N	JAMESTOWN		40	s 1.48	8.33	11.49	11.23				
	4.01	3.45	3.45	3.00PM	9.54		105	105.05	D	CASTOR	Y	40	s 1.33	8.10	11.25	10.50				
	4.30	4.15	4.15	3.00PM	10.15		114	114.29	D	ASHLAND		40	s 1.15	7.42	10.56	10.15				
	4.42	4.28	4.28	3.00PM	10.23		118	118.09		SKIDDER	W	30	f 1.07	7.29	10.44	9.55				
	4.55	4.42	4.42	3.00PM	10.31		122	122.15	N	CHESTNUT		40	s 12.58	7.15	10.30	9.40				
	5.05	4.50	4.50	3.00PM	10.35		125	124.76		L. & N. W. R. R. Crossing				7.15	10.30	9.40				
	5.21	5.05	5.05	3.00PM	10.45		130	129.72	D	OSHKOSH		35	12.54	6.55	10.15	9.15				
	5.31	5.14	5.14	3.00PM	10.52		133	133.24		GOLDONNA		40	s 12.44	6.42	9.57	9.01				
	5.47	5.30	5.30	3.00PM	11.03		139	138.87		COLDWATER		48	f 12.37	6.33	9.46	8.51				
Ar 1.00PM	Ar 6.15AM	Ar 5.55AM	Ar 5.55AM	3.00PM	11.24AM		148	147.77	N	CALVIN		41	f 12.27	6.18	9.30	8.35				
	6.15AM	5.55AM	5.55AM	3.00PM	11.24AM		148	147.99		WINNFIELD	WCYS	Yard.	Lv 12.07PM	Lv 5.55PM	Lv 9.00PM	Lv 8.10AM				
	6.15AM	5.55AM	5.55AM	3.00PM	11.24AM		148	148.54		C. R. I. & P. Ry. Crossing				Lv 5.55PM	Lv 9.00PM	Lv 8.10AM				
Daily Ex. Sunday	Daily Ex. Sunday	Daily	Daily	Daily	Daily	Daily		147.77		147.77			Daily	Daily	Daily	Daily	Daily Ex. Sunday	Daily Ex. Sunday		
27	25	15	17	5	3	1				2	4	6	18	16	26	28				
5.15	6.20	8.40	3.35	2.55	2.34	2.05		Schedule Time		2.05	2.28	2.55	3.35	9.00	6.05	4.50				

SEE PAGE 3 FOR SPECIAL INSTRUCTIONS MINDEN AND WINNFIELD DISTRICTS

# SPECIAL INSTRUCTIONS PERTAINING TO MINDEN AND WINNFIELD DISTRICTS. 3

**A 1. North Bound Trains are Superior to trains of the same class in the opposite direction, except Train No. 1 is superior to all trains.**

**All Trains will approach Shreveport Jct. and switch at north end of Old Main Track at Minden under control, and run under control between these points.**

**Second and inferior class trains and Yard Engines will keep clear of Shreveport District passenger trains between Shreveport Jct. and Minden passenger station.**

**A 2. All trains will run under control between T. & G. Ry. Crossing and North End of passing track in Winnfield Yards.**

Passenger trains must not exceed a speed of 35 miles per hour between Mile Post 71 and Dorcheat Bridge.

**A 3. Train Registers—Hope, Minden and Winnfield Telegraph offices.**

**A 4. Standard Clocks—Hope, Minden and Winnfield Telegraph offices.**

**A 5. Bulletin Books—Hope Freight office, Minden and Winnfield Telegraph offices.**

**A 6. Water Tanks Between Stations—Mile post 2.72 and Mile post 129.00.**

**A 7. Additional flag stops for Trains Nos. 5 and 6:**

	Mile Post.		Mile Post.
Alton.....	7.20	Hortman.....	67.73
Bussey.....	37.40	Lorex.....	72.00
Couchwood.....	65.48		

Freight trains will not carry passengers, except Nos. 25 and 26, between Hope and Taylor.

**A 8 Any class engine can be used in this district.**

**A 9. By City Ordinance no engine or car is permitted to exceed a speed of 8 miles per hour within the corporate limits of Hope, Minden and Winnfield.**

**A 10. Mail Cranes Between Stations—Mile post 37.40, Mile Post 65.48, Mile post 67.73.**

**A 11. Railroad Crossings gated against L. & A. Ry:**

St. L. S. W. Ry. Crossing at Stamps (not equipped with standard gate and signal).

Railroad Crossings gated against foreign lines:  
Pinewoods Lumber Co. Crossing at Mile post 48.08.

L. & N. W. R. R. Crossing at Chestnut.  
C. R. I. & P. Ry. Crossing M. P. 147.99.  
T. & G. Ry. Crossing at Milepost 148.54.

Railroad Crossing not gated:  
Y. & M. V. Crossing at Sibley.  
See Special Instructions Q 22 and Q 23.

**A 12. Within yard limits the main track may be used, protecting against first class trains.**

Second and inferior class and extra trains must move within yard limits prepared to stop unless the main track is seen or known to be clear.

### YARD LIMITS.

Hope yard extends from Mile post 0.00, end of track, to Mile post 1.39, 2,500 feet south of south switch.

Stamps yard extends from Mile post 20.26, 2,500 feet north of north switch at Gravel Pit, to Mile post 24.53, 2,500 feet south of "Cut-Off" switch.

Spring Hill yard extends from Mile post 46.89, 2,500 feet north of north switch of Passing Track, to Mile post 48.89. 2,500 feet south of south Wye Switch.

Cotton Valley yard extends from Mile post 59.85, 2,500 feet north of north Wye switch, to Mile post 62.03, 2,500 feet south of Palmer Oil Corp. Switch.

Minden yard extends from Mile post 75.47, to Mile post 82.16.

Sibley yard extends from Mile post 82.33, 2,500 feet north of north Wye Switch, to Mile post 84.20, 2,500 feet south of south switch of Passing Track.

Castor yard extends from Mile post 104.39, 2,500 feet north of north passing track switch to Mile post 106.15, 2,500 feet south of south wye switch.

Chestnut Yard extends from Mile Post 121.16—2,500 feet north of north passing track switch, to Mile Post 123.55—2,500 feet south of south switch of Louisiana Logging Company's empty car Storage Track.

Winnfield yard extends from Mile post 146.64, 2,500 feet north of north switch to Mile post 149.18, 2,500 feet south of south switch of extension to Scale track.

**A 13. All trains must obtain a clearance card, Form 163, before leaving Hope, Minden and Winnfield.**

**Business Tracks not Shown at Stations on Time Table:**

NAME.	Station No.	Mile Post.	Length in Feet	Switch at
Alton.....	7	7.20	307	North End.
Gravel Pit.....	21	21.21	2986	Both Ends.
Bussey.....	37	37.40	515	North End.
Elliott.....	51	51.32	58	North End.
Cassida.....	54	54.10	632	North End.
Gas Spur.....	57	56.71	804	North End.
Blackman.....	59	59.13	1307	Both Ends.
Faulk.....	62-A	62.42	698	South End.
			592	North End.
Treat.....	62	62.79	987	South End.
Invincible.....	63	63.20	817	North End.
Crusader.....	64	64.16	3915	Both Ends.
Humble.....	64-A	64.18	630	North End.
Connells.....	65	65.12	670	South End.
Couchwood.....	66	65.48	1194	Both Ends.
Fortuna.....	67	65.77	350	North End.
Hortman.....	68	67.73	1120	Both Ends.
McGrew.....	71	70.89	410	South End.
Dorcheat.....	72	72.02	616	South End.
Lorex.....	73	72.30	2000	South End.
Gum.....	73-A	72.93	3300	South End.
Brothers.....	74-A	74.19	280	South End.
Burson.....	86	85.50	3717	South End.
Ogden.....	88	87.87	1997	South End.
Centuna.....	102	101.55	587	South End.
Noameo.....	103	103.32	1120	Both Ends.
Alberta.....	106	106.30	652	North End.
Guynes.....	109	109.12	495	South End.

## CONNECTIONS.

HOPE, with Missouri Pacific R. R.  
" " St. L.-S. F. Ry.  
STAMPS, with St. L. S. W. Ry.  
SIBLEY, with Y. & M. V.  
" " S. L. B. & S. Ry.  
CHESTNUT, with L. & N. W. R. R.  
WINNFIELD, with C. R. I. & P. Ry.  
" " T. & G. Ry.  
" " L. R. & N. Co.

TIOGA, with Missouri Pacific R. R.  
SHREVEPORT, with St. L. S. W. Ry.  
" " Y. & M. V.  
" " H. & S. Ry.  
" " K. C. S. Ry.  
" " L. R. & N. Co.  
" " T. & P. Ry.

ALEXANDRIA, with T. & P. Ry.  
" " Missouri Pacific R.R.  
" " L. R. & N. Co.  
" " C. R. I. & P. Ry.  
" " M. L. & T. R. R.  
PINEVILLE JCT., with L. R. & N. Co.  
" " C. R. I. & P. Ry.

GEORGETOWN, with Missouri Pacific R. R.  
CONCORDIA JCT., with Mo. Pacific R. R.  
" " T. & P. Ry.  
VIDALIA, with Missouri Pacific R. R.  
" " Y. & M. V. R. R.  
" " N. & S. R. R.  
" " Mississippi Central.

## COMPANY SURGEONS.

Dr. LOUIS ABRAMSON, Chief Surgeon.....Shreveport, La.  
Dr. A. A. HEROLD, Division Surgeon.....Shreveport, La.  
Drs. DOWLING & SCALES, Oculist and Aurist.....Shreveport, La.  
Dr. EDGAR GALLOWAY, Local Surgeon.....Shreveport, La.  
Dr. GEORGE B. DICKSON, Local Surgeon.....Shreveport, La.  
Dr. M. D. HARGROVE, Local Surgeon.....Shreveport, La.  
Dr. J. A. HENDRICK, Local Surgeon.....Shreveport, La.  
Dr. P. B. CARRIGAN, Local Surgeon.....Hope, Ark.  
Dr. DON SMITH, Local Surgeon.....Hope, Ark.  
Dr. F. E. BAKER, Local Surgeon.....Stamps, Ark.  
Dr. R. BUTLER, Local Surgeon.....Spring Hill, La.  
Dr. S. F. MARTIN, Local Surgeon.....Minden, La.

Dr. J. B. BENTON, Local Surgeon.....Minden, La.  
Dr. R. C. TOMPKINS, Local Surgeon.....Minden, La.  
Dr. W. McDADE, Local Surgeon.....Minden, La.  
Dr. R. E. SMITH, Oculist and Aurist.....Minden, La.  
Dr. C. M. BAKER, Local Surgeon.....Minden, La.  
Dr. LUTHER LONGINO, Local Surgeon.....Minden, La.  
Dr. S. M. RICHARDSON, Local Surgeon.....Minden, La.  
Dr. J. D. KILGORE, Local Surgeon.....Minden, La.  
Dr. S. C. FITZ, Local Surgeon.....Winnfield, La.  
Dr. F. B. LUCKETT, Local Surgeon.....Alexandria, La.  
Dr. B. L. THOMPSON, Local Surgeon.....Jena, La.  
Dr. M. C. REEVES, Local Surgeon.....Vidalia, La.

## ALEXANDRIA DISTRICT

SOUTH BOUND								TIME TABLE		NORTH BOUND									
THIRD CLASS	SECOND CLASS				FIRST CLASS			Station Numbers	Distances from Hope	No. 20. Takes Effect January 27, 1929	Passing Tracks	Other Sidings	FIRST CLASS			SECOND CLASS			THIRD CLASS
115 Local	17 Freight	93 R. I. Freight	15 Local	631 R. I. Passenger	3 Passenger		4 Passenger						632 R. I. Passenger	16 Local	94 R. I. Freight	18 Freight	116 Local		
Daily Ex. Sunday	Daily	Daily	Daily	Daily	Daily	Daily			STATIONS.			Daily	Daily	Daily	Daily	Daily	Daily Ex. Sunday		
Lv 6.50AM	Lv 5.55AM	Lv 3.05AM	Lv 7.40AM	Lv 4.40PM	Lv 11.24AM	148	147.77 147.99 148.54	N	WINNFIELD WCYN C. R. I. & P. Ry. Crossing T. & G. Ry. Crossing 9.79	Yard.	Ar 12.07PM	Ar 9.20AM	Ar 4.10PM	Ar 10.20PM	Ar 5.55PM	Ar 1.25PM			
Ar 7.25AM	Ar 6.30AM	3.45	8.14	4.59	11.45	157	157.56	N	PACKTON CWY 3.24	34	40	11.45	9.01	3.35	9.35	Lv 5.15PM	Lv 12.50PM		
		3.58	8.25	5.06	11.52	161	160.80 161.92		MACON Grant Timber & Mfg. Co. Cros'g 5.60		8	11.34	8.54	3.22	9.23				
		4.23	8.43	5.16	12.04PM	166	166.40		WILLIAMS P *		53	11.22	8.43	3.09	9.03				
		4.55	9.01	5.29	12.22	174	173.82	D	DRY PRONG 7.42		75	10	11.04	8.28	2.47	8.37			
		5.15	9.12	5.38	12.32	179	178.42		BENTLEY PW * 4.60		51		10.53	8.19	2.32	8.21			
		5.59	9.37	5.57	12.55	188	188.45 188.89	N	TIOGA Mo. Pac. R. R. Crossing 4.40		90		10.30	7.59	1.50	7.46			
		Ar 6.30AM	Ar 9.50AM	Ar 6.15PM	Ar 1.10PM	192	192.88		PINEVILLE JUNCTION 0.90		27		Lv 10.15AM	Lv 7.45AM	Lv 1.30PM	Lv 7.25PM			
						194	194.37		ALEXANDRIA P. S. 0.59		Yard.	Lv 10.10AM							
			Ar 10.10AM			196	196.18	D	ALEXANDRIA F. D. W. C. Y. 0.97		Yard.			Lv 1.15PM					
Daily Ex. Sunday	Daily	Daily	Daily	Daily	Daily	Daily			48.41		Daily	Daily	Daily	Daily	Daily	Daily	Daily Ex. Sunday		
115	17	93	15	631	3						4	632	16	94	18	116			
0.35	0.35	3.25	2.30	1.35	1.51				Schedule Time		1.57	1.35	2.55	2.55	0.40	0.35			

## SPECIAL INSTRUCTIONS.

**B 1. Between Rock Island Junction and L. & A. Connection Alexandria Yard trains will be governed by L. R. & N. time table and rules.**

**B 2. North Bound Trains are superior to trains of the same class in the opposite direction.**

**B 3. All trains will run under control between T. & G. Ry. Crossing and North End of passing track in Winnfield Yards. All trains will run under control between Pineville Junction and Rock Island Junction.**

**B 4. Train Registers—Winnfield, Packton and Alexandria Passenger Station. L. & A. trains will also register at Alexandria freight depot.**

**B 5. Standard Clocks—Winnfield and Packton Telegraph offices and Alexandria passenger station.**

**B 6. Bulletin Books—Winnfield and Packton Telegraph offices Alexandria Freight depot.**

**B 7. Additional flag stops for all trains handling passengers. Moore, Mile Post 153.83. Garnett, Mile Post 182.85. Freight Trains will not carry passengers.**

**B 8. Any class engine can be used in this district.**

**B 9. Mail Cranes between stations:**

**B 10. By City Ordinance, no engine or car is permitted to exceed a speed of 8 miles per hour, within the corporate limits of Alexandria and Winnfield.**

**B 11. Railroad Crossings gated against L. & A. Ry.: Missouri Pacific R. R. Crossing at M. P. 188.89. Railroad Crossings gated against foreign lines: C. R. I. & P. Ry. Crossing at M. P. 147.99. T. & G. Ry. Crossing at M. P. 148.54. Grant Timber & Mfg. Co., M. P. 161.92. Railroad Crossings not gated: L. R. & N. Co. Ry. Crossing at Alexandria Yard. See Special Instructions Q 22 and Q 23.**

**B 12. Within yard limits the main track may be used, protecting against first class trains.**

**Second and inferior class and extra trains must move within yard limits prepared to stop unless the main track is seen or known to be clear.**

## YARD LIMITS.

Winnfield yard extends from Mile Post 146.64, 2,500 feet north of north switch to Mile Post 149.18, 2,500 feet south of south switch of extension to Scale Track.

Packton yard extends from Mile Post 156.23, 2,500 feet north of north switch of passing track, to Mile Post 158.44, 2,500 feet south of south Wye switch

Pineville Yard extends from Mile Post 192.41, 2,500 feet north of Pineville Junction switch to Mile Post 193.78 Rock Island Junction switch.

All L. & A. tracks in Alexandria are inside Alexandria yard limits.

**B 13. WARNING—Frame work for traveling cranes at foundry adjacent to machine shop of Ruston Fdy. & Mach. Co. at Alexandria will not clear man on top of a covered car.**

**B 14. All trains must obtain a clearance card, Form 163, before leaving Winnfield, and Alexandria Passenger Station.**

**B 15. Special Instruction Q 2 is hereby specifically excepted from application at Packton, and in consequence of such exception, the time of all trains shall apply at the junction at Packton between main line and Vidalia District and the Junction switch shall be considered the ruling switch.**

## Business Tracks not Shown as Stations on Time Table:

NAME.	Station No.	Mile Post.	Length in Feet.	Switch at
Moore.....	154	153.83	600	North End.
Garnett.....	183	182.85	440	South End.

# SHREVEPORT DISTRICT

SOUTH BOUND							Station Number	Distance from Hope	TIME TABLE No. 20.				Capacity of Siding		NORTH BOUND					
SECOND CLASS		FIRST CLASS				Passing Track			Other Siding	FIRST CLASS				SECOND CLASS						
217 Freight	215 Local	203 Passenger	811 Cotton Belt Passenger	807 Cotton Belt Passenger	1 Passenger					204 Passenger	808 Cotton Belt Passenger	812 Cotton Belt Passenger	2 Passenger	216 Freight	218 Local					
Daily	Daily	Daily	Daily	Daily	Daily	Takes Effect January 27, 1929						Daily	Daily	Daily	Daily	Daily	Daily			
STATIONS																				
		Lv 3.00PM			Lv 8.30AM	78	78.26	N	MINDEN	W Y C	Yard.	Ar 8.25AM			Ar 6.20PM					
Lv 4.45PM	Lv 5.15AM	Lv 3.02PM			Lv 8.32AM		78.79		SHREVEPORT JUNCTION			Ar 8.23AM			Ar 6.14PM	Ar 11.35PM	Ar 10.10AM			
4.58	5.32	f 3.09			8.40	B 83	83.05		McINTYRE		18	f 8.14		6.07	11.20	9.53				
5.11	5.48	f 3.15			8.46	B 87	87.03		GOODWILL		60	f 8.07		6.02	11.09	9.39				
5.28	6.03	s 3.27			8.55	B 93	92.71	D	PRINCETON	*	60	s 7.56		5.53	10.55	9.18				
5.47	6.16	f 3.36			9.02	B 97	97.45		ADNER		60	f 7.47		5.47	10.40	9.02				
Ar 6.10PM	Ar 6.43AM	Ar 3.54PM			Ar 9.15AM	B 105	105.17		L. & A. JUNCTION	P	65	Lv 7.32AM		Lv 5.35PM	Lv 10.20PM	Lv 8.35AM				
Lv 6.20PM	Lv 6.57AM	Lv 4.02PM	Lv 8.04 AM	Lv 6.40PM	Lv 9.22AM	B 107	107.17 107.20		SILVER LAKE JUNCTION	P		Ar 7.23AM	Ar 9.35AM	Ar 9.05PM	Ar 5.28PM	Ar 10.05PM	Ar 8.23AM			
Ar 6.25PM	Ar 7.00AM	Ar 4.05PM	Ar 8.10 AM	Ar 6.45PM	Ar 9.25AM	B 108	107.98	D	SHREVEPORT, C. S. WCT		Yard	Lv 7.20AM	Lv 9.30AM	Lv 9.00PM	Lv 5.25PM	Lv 10.00PM	Lv 8.20AM			
Daily	Daily	Daily	Daily	Daily	Daily				29.72			Daily	Daily	Daily	Daily	Daily	Daily			
217	215	203	811	807	1				Schedule Time			1.05	0.05	0.05	0.55	1.35	1.40			

## SPECIAL INSTRUCTIONS

**C 1. Between L. & A. Junction and Silver Lake Junction, trains will be governed by St. Louis Southwestern Railroad Time Table and Rules.**

**C 2. North Bound Trains are Superior to trains of the same class in opposite direction, except No. 1 is superior to all trains and No. 215 is superior to No. 218.**

**C 3. Train Registers—Minden Telegraph office; L. & A. Junction and Silver Lake Junction Register Boxes; and Central Passenger Station and Freight Depot, Shreveport.**

**C 4. Standard Clock—Minden Telegraph office.**

**C 5. Water Tanks Between Stations—Mile Post B-99.40.**

**C 6. Bulletin Books—Minden and Shreveport, Telegraph office.**

**C 7. Additional Flag Stops for trains Nos. 203 and 204:**

- Leslie..... M. P. B- 90.23
- Paty..... M. P. B- 99.58
- Scottsville..... M. P. B-101.88

**Freight Trains will not carry passengers.**

**C 8. Any class engine can be used on this district.**

**C 9. Mail Cranes Between Stations—None.**

**C 10. Railroad Crossings not gated:**

T. & P. Ry. Crossing at Mile Post B-107.20.  
See Special Instructions Q 22 and Q 23.

**C 11. All trains must obtain clearance card, Form 163, before leaving Minden; and Central Passenger Station or Freight Depot, Shreveport.**

**C 12. Within yard limits the main track may be used, protecting against first class trains.**

Second and inferior class and extra trains must move within yard limits prepared to stop unless the main track is seen or known to be clear.

### YARD LIMITS.

Minden Yard extends from Mile Post 75.47 to Mile Post B-81.99.

Hinkle Yard Limit extends from Mile Post B-103.69 to headblock of Junction Switch at Mile Post B-105.17.

All L. & A. tracks in Shreveport are inside Shreveport Yard Limits.

**Business Tracks not Shown as Stations on Time Table.**

NAME.	Station No.	Mile Post.	Length in Feet.	Switch at
Halpin.....	B- 84	B- 84.90	382	South End.
Drake.....	B- 89	B- 89.92	1616	South End.
Leslie.....	B- 90	B- 90.23	393	South End.
Rex.....	B- 92	B- 92.08	1005	North End.
Liberia.....	B-101	B-101.29	522	South End.
Scottsville.....	B-102	B-101.88	954	Both Ends.
Hinkle.....	B-104	B-104.75	Yard	Both Ends.

## WATCH INSPECTORS

Ball Railroad Time Service, General Time Inspectors, St. Louis, Missouri.  
R. B. Stone, Assistant to General Time Inspector, McGehee, Arkansas.

- C. A. SCHNACK, Alexandria, La.
- E. P. STEWART, Hope, Arkansas.
- J. Y. MYERS, Minden, Louisiana.

## VIDALIA DISTRICT

SOUTH BOUND						TIME TABLE		Capacity of Sidings		NORTH BOUND			
THIRD CLASS		SECOND CLASS		FIRST CLASS	Station Numbers	Distances from Depot	No. 20.	Packing Tracks	Other Sidings	FIRST CLASS	SECOND CLASS	THIRD CLASS	
	115 Local	17 Freight		103 Passenger			Takes Effect January 27, 1929			104 Passenger	18 Freight	116 Local	
	Daily Ex. Sunday	Daily		Daily			STATIONS.			Daily	Daily	Daily Ex. Sunday	
	Lv 7.25AM	Lv 8.30AM		Lv 11.50AM	157	157.56	PACKTON W V I	34	40	Ar 11.35AM	Ar 5.15PM	Ar 12.50PM	
	8.10	7.05		s 12.13PM	1169	169.33 169.34	Mo. Pac. R. R. Crossing GEORGETOWN	58	105	s 11.03	4.39	12.13PM	
						178.40	Trout Creek Lumber Co. Crossing						
	9.15	7.45		f 12.38	1181	180.94	11.60 SEARCY	34	66	f 10.40	4.05	11.01	
	9.25	7.55		s 12.44	1184	183.60	2.66 TROUT	34	146	s 10.35	3.58	10.45	
	9.45	7.59		s 12.47	1185	184.18 184.51	0.91 Trout Creek Lumber Co. Crossing GOODPINE		80	s 10.30	3.55	10.37	
	10.25	8.06		s 12.52	1187	186.48	1.97 JENA W V I	42	124	s 10.25	3.50	10.25	
	10.55	8.35		f 1.15	1195	195.19	8.71 RHINEHART	64	5	f 10.02	3.23	9.25	
						199.95	4.76 LIFT BRIDGE Little River						
	11.10	8.52		f 1.27	1200	200.00	0.05 ARCHIE	55	62	f 9.49	3.10	8.52	
	11.27	9.08		f 1.40	1205	204.89	4.89 UTILITY	39		f 9.39	2.55	8.27	
	11.42	9.30		s 1.52	1209	209.30	4.41 JONESVILLE W V I		79	s 9.30	2.43	8.05	
						209.55	0.25 LIFT BRIDGE Black River						
	11.47	9.38		s 1.57	1211	211.42	1.87 WILDSVILLE		8	s 9.20	2.35	7.40	
	12.10PM	10.06		s 2.15	218	218.35	6.93 FROGMORE	51	5	s 9.07	2.15	7.20	
						224.93	Fisher-Hurd Lumber Co. Crossing						
	Ar 12.35PM	Ar 10.35AM		Ar 2.30PM	1226	225.58 225.63	7.28 T. & P. Ry. Crossing CONCORDIA JUNCTION Via Mo. Pac. R. R.		19	Lv 8.50AM	Lv 1.50PM	Lv 6.55AM	
	Ar 1.05PM	Ar 11.10AM		Ar 2.50PM	1234	234.30	8.87 VIDALIA W V I			Lv 8.30AM	Lv 1.25PM	Lv 6.25AM	
	Daily Ex. Sunday	Daily		Daily			76.74			Daily	Daily	Daily Ex. Sunday	
	115	17		103						104	18	116	
	5.40	4.40		3.00						3.05	3.50	6.25	

Schedule Time

## SPECIAL INSTRUCTIONS

D 1. Between Concordia Junction and Vidalia, trains will be governed by Missouri Pacific Railroad Time Table and Rules.

D 2. North Bound Trains are superior to trains of the same class in the opposite direction.

D 3. All trains will run under control between Jena Depot and water tank.

D 4. Train Registers—Packton and Concordia Junction Telegraph offices.

D 5. Standard Clock—Packton Telegraph office.

D 6. Bulletin Books—Packton and Vidalia.

D 7. Water Tanks between Stations—Mile Post A 167.80.

D 8. Additional flag stops for trains handling passengers:

Mile Post.	Mile Post.
Zion.....A-163.12	Moro.....A-215.94
Zenoria.....A-172.58	Turtle Lake.....A-221.41
Little Creek.....A-175.80	Sycamore.....A-227.02
Blade.....A-192.16	Minora.....A-230.41
Athlone.....A-213.97	Taconey.....A-231.55

Freight trains will not carry passengers.

D 9. 550 Class engines must not be used on this district.

D 10. Mail Cranes between Stations—Little Creek Mile Post A-175.80, Blade Mile Post A-192.16.

D 11. All trains will reduce speed to 15 miles per hour over Little River Bridge at Mile Post A-171.8, Bridge A-196.6, Bridge A-197.3, Bridge A-198.0.

All trains reduce speed to 10 miles per hour over Lift Bridge A-199.9 over Little River and Lift Bridge A-209.5 over Black River.

D 12. Railroad Crossings gated against L. & A. R. R.

Mo. Pac. R. R. at Georgetown.

Gate will be set against L. & A. Ry. at all times except when crossing is being used by L. & A. trains.

Railroad Crossings gated against Foreign Lines:

Trout Creek Lumber Co. Crossings Mile Post A-184.18 and A-176.37.

Fisher-Hurd Lumber Co. Crossing Mile Post A-224.93.

Railroad Crossing not gated:  
Tex. & Pac. Ry. Crossing Mile Post A-225.58.

See Special Instructions Q 22 and Q 23.  
D 13. Within yard limits the main track may be used, protecting against first class trains.

Second and inferior class and extra trains must move within yard limits prepared to stop unless the main track is seen or known to be clear.

## YARD LIMITS.

Packton Yard extends from Mile Post 156.23, 2,500 feet north of north switch of Passing Track, to Mile Post A-158.42, 2,500 feet south of south Wye Switch.

Trout—Goodpine—Jena Yard Limits extend from Mile Post A-182.20, 2,500 feet north of north switch of passing track at Trout to Mile Post A-187.69, 2,500 feet south of switch of south leg of wye at Jena.

Jonesville yard extends from Mile Post A-208.39, 2,500 feet north of north wye switch at Jonesville to Mile Post A-210.37, 2,500 feet south of south end of Bridge A-209.5.

D 14. All trains must obtain clearance card, Form 163, before leaving Concordia Junction and Packton.

D 15. All trains handling logs must stop before crossing any steel bridge, and train crew must know that logs are safely loaded before proceeding over

D 16. Special Instructions Q 2 is hereby specifically excepted from application at Packton and, in consequence of such exception, the time of all trains shall apply at the junction at Packton between main line and Vidalia district and the Junction switch shall be considered the ruling switch.

## Business Tracks not shown as stations on Time Table.

NAME	Station No.	Mile Post	Lgth. in Feet	Switch At
Zion.....	A-163	A-163.12	377	North End
Grant.....	A-170	A-169.92	1564	South End
Zenoria.....	A-172	A-172.58	2620	Both Ends
Little Creek.....	A-176	A-175.80	300	North End
Brister.....	A-178	A-177.71	614	North End
Anewor.....	A-204	A-203.94	797	South End
Athlone.....	A-214	A-213.97	500	South End
Nabco.....	A-215	A-214.66	3058	South End
Stacy.....	A-217	A-217.15	560	South End
Concordia.....	A-226	A-225.71	1091	Both Ends
Sycamore.....	A-227	A-227.02	300	South End
Minora.....	A-230	A-230.41	400	South End

## SPECIAL INSTRUCTIONS FOR ALL DISTRICTS AND BRANCHES ON LOUISIANA & ARKANSAS RAILWAY

Q 1. When a train is detoured it must not leave the station at which it returns to its own rails, without a "31" running order.

Q 2. Unless otherwise indicated, the time of a train at any station on time table applies to switch where an inferior train takes the siding; where there is no siding, it applies to the place from which fixed signals are operated. Where there is neither siding or fixed signal, it applies to the place where traffic is received or discharged.

Q 3. Running switches must not be made when they can possibly be avoided. When necessary, they must be carefully made. Train Conductor or Yard Foreman first seeing that the tracks are clear, switches all right and hand brakes in good order.

Q 4. A train receiving orders at any telegraph office, must, in addition, get Clearance Card, Form 163, in duplicate, showing numbers of the orders received.

Q 5. No train will be allowed to obstruct any public crossing to exceed five minutes at one time; when more time is required, train must be cut and separated to allow the free use of crossing.

Q 6. All persons are strictly forbidden to board engines or cars while they are in too rapid motion. Under no circumstances must they stand on track and board engines or cars when same are approaching them.

Q 7. Employees must use great care in coupling or uncoupling cars, and not go between the cars unless they are moving at a slow and safe speed, nor attempt to couple or uncouple cars unless the coupling appliances are known to be in good order.

Q 8. Log flats should at all times be turned with short toggle chains to the east.

Q 9. Switches must be left set and locked for main track after having been used.

When employes set switches for the main track, they must test the lock to know that it is secured, and must see that the switch points fit properly. Defective locks found on main track switches must be reported to the Superintendent by telegraph.

When a switch is found to be in defective condition, the Section Foreman must be immediately notified; and if the condition of the switch involves hazard to the movement of trains, arrangements must be made to flag trains until the track is made safe.

The Superintendent must be promptly notified from the first open telegraph office of any defective condition of the track or roadway.

When a train backs in on a siding to meet or be passed by another train, the Engineman, when his engine is in to clear, must also see that the switch is properly set for the main track.

Enginemen must know that switches are properly set before they pull in or out of sidings or other tracks. Before any switch equipped with a switch lock or pin is passed over, employe handling switch must insert lock or pin in staple to prevent switch from cocking.

Q 10. If anything is seen by Engineman which has the appearance of an obstruction, or if there be any indication of defect of track or roadway, they must immediately reduce speed, stopping train if necessary, and be assured that the track is clear and safe before proceeding.

If there be reason to believe that their train has passed over any dangerous defect of track or roadway, Enginemen must stop at once, and notify the Conductor, in order that he may investigate, and take proper action.

During and immediately after severe storms, they must run with caution over those portions of the track likely to be damaged.

Enginemen must respond promptly in making answer to signals, and must not pass a Flagman until they have ascertained the reason for being flagged.

When Conductors are made aware their train has caused damage to track by derailment or otherwise, or if it has passed over any dangerous defect in track, bridges or roadway, or in the event of any dangerous obstruction falling from their train, they must stop at once and investigate. If the defect cannot be remedied or the obstruction removed, they must leave a Flagman, or other competent employe, with signals to protect the following train and must notify all trains that are met, until notice is sent to the Superintendent from the next telegraph office. Whenever the services of Trackmen are required, they must be promptly called.

Q 11. When running over track or bridge under slow order, the Conductor must have a man on the steps of the last car of a passenger train and on top of the last car of a freight train.

The Engineman must maintain the uniform speed prescribed by the order, until an all right signal is received from the man so stationed, after rear of train has passed the designated point.

Q 12. Enginemen must never cut their engine off and leave their train, without first consulting their Conductor. This applies to trains of all classes. Conductors of second and succeeding class trains must be on their engines at all meeting points and approaching all important stations, unless they are running ahead of a superior train on short time, when they should be on the rear end.

Q 13. If practicable to avoid it, a train must not be allowed to stand on a curve or bridge between stations.

Q 14. Engines running backward must not exceed ten (10) miles per hour between sunrise and sunset, and eight (8) miles per hour between sunset and sunrise.

Q 15. Conductors and Enginemen will examine bulletin books before starting on each trip.

Q 16. The Train Registers, showing the arrival and departure of trains, will be kept at points designated in the Time Table.

At all register stations Conductors will personally fill out and deliver to Enginemen blank Form 60. Enginemen will carefully check this form when handed to them and see that it is properly filled in and that all trains due, which are superior or of the same class have arrived, or departed.

The Engineman will also check the register when practicable. He must know before leaving that all trains due which are superior, or of the same class, have arrived, or departed.

Q 17. A train must not leave its initial station without a clearance card (Form 163), properly filled out.

Q 18. When train order signal indicates stop while train is at station, train must have clearance card before proceeding. This will not relieve Operators from complying with requirements of Rule 219.

Q 19. A white lantern will be used at flag stations instead of green and white, as required by Rule 28.

Q 20. Platform lights on rear of first-class trains and cupola lights on cabooses, will be used in addition to lights prescribed by Rules, and must be concealed when on siding to clear.

Q 21. Conductors will be held responsible for the safety of their trains at all terminals until taken charge of by Yard Master.

Q 22. All trains must approach draw-bridges and railroad crossings at grade under control.

At interlocked draw-bridges and crossings, interlocking rules will govern.

At draw-bridges and at railroad crossings not interlocked, trains, unless otherwise directed, will make full stop two hundred feet from clearance point, and must not proceed until signalled to do so by watchman or flagman.

At crossings gated against home road, the gate must not be changed until train has come to a full stop.

At crossings where there are no signalmen, OR WHERE GATE IS NOT EQUIPPED WITH SIGNAL, and the view in each direction is not clear for at least one thousand feet, one of the crew must precede the train, and give signal from the crossing if safe to proceed.

At all railroad crossings at grade where standard crossing gate equipped with signal is maintained, and where the normal position of the gate is against the foreign line, the following rules will govern:

Trains will approach these crossings prepared to stop, but if gate is set for the home road and signal shows clear, trains may proceed at a speed of ten (10) miles per hour over the crossing, provided no train on the foreign line is within sight or hearing. If gate is set against the home road or signal does NOT show clear, train must be brought to a stop not less than two hundred (200) feet or more than eight hundred (800) feet from the crossing.

At all railroad crossings at grade where standard crossing gate equipped with signal is maintained, but where the normal position of the gate is against the home road, rules governing crossings at grade NOT GATED will apply.

Q 23. At a crossing or junction, when practicable, a train, must not be stopped at a point where any part of it will interfere with the free passage of trains on another track.

Q 24. Trains or engines must be run under control when entering or moving through sidings or yard tracks, expecting to find them occupied.

Q 25. Cars must not be left on passing tracks when possible to avoid it.

When a passing track is obstructed, notice must be sent promptly by telegraph to the Superintendent.

Q 26. Cars on side tracks, whether in yards or at stations, must stand clear of all other tracks.

Q 27. Enginemen must whistle Classification Signals both at Engine and Caboose. Trainmen at Caboose will answer by hand or lamp signal.

Q 28. At schedule meeting points as between passenger trains, and at meeting points made by train order as between passenger and all trains, Passenger Conductors must give two long and one short blast of the air whistle or a series of sharp sounds of the engine gong immediately after station whistle signal is sounded, which the Engineman must answer by two short blasts of the whistle.

If the Engineman fails to sound station signal as per Rule 14 (m), at such meeting points, or answer, the Conductor must stop the train before it reaches the ruling switch, and report the facts to the Superintendent.

Q 29. Agents will record in a conspicuous place on way-bills, date and hour stock is loaded, and Conductors must transmit this information to Superintendent by telegraph.

Q 30. Great care must be exercised to not overload coal stoves in buildings or cars, and fires in stoves must be examined and made safe before leaving them.

Q 31. Enginemen must use the utmost care to prevent killing or injury of stock, and STOP THE TRAIN, if necessary, to prevent such accident.

When stock is killed or injured, the Conductor must be notified, and written report promptly made by the Engineman to the Superintendent.

Q 32. The reading of newspapers, books or periodicals by Dispatchers, Agents, Operators, Enginemen, Trainmen, Signalmen, Watchmen or Crossing Flagmen while on duty, is prohibited.

Q 33. Conductors will be held personally responsible in knowing that the long chains on log flats are properly loaded on empty cars or properly fastened on loaded cars in such a manner as to prevent their dropping down and catching in frogs, switch points or cattle guards.

Q 34. Conductors applying brasses, air hose, knuckles or other material to home and foreign equipment, must make a report of same on Form 379 to the Mechan-

ical Supt. at Minden, La., and the replaced articles or parts of same, removed, must be preserved and exchanged for new material when drawn from storeroom.

Q 35. Cars loaded with any commodity extending over the end of car, must not be handled in any train.

Q 36. When approaching, and at a distance of not less than 2,500 feet from a section of track protected by slow order, slow signals, or both, Engineman will sound one long, two short and one long, blast of the whistle, thus (—oo—), to indicate that speed is to be reduced. Should he fail to do so, Conductor, and other members of the crew, as well, must use every effort to reduce speed of the train to the limit prescribed.

Q 37. Speed limit between Hope and Minden and on Shreveport District is: Passenger Trains, 50 miles per hour; Freight Trains, 30 miles per hour, except that Freight Trains handling loaded tank cars will not exceed 25 miles per hour. Between all other points, Passenger Trains 40 miles per hour and Freight Trains 25 miles per hour.

Q 38. The use of gasoline stoves in camp cars, cabooses, station, or other buildings belonging to the Company, is prohibited.

Agent or Yardmaster must furnish both conductor and engineer of each train in which there is one or more cars containing explosives, or tank cars placarded "Inflammable", written notice on Form 471, showing the number and initial of each car, and location in train.

Q 39. No cars loaded with logs can be accepted unless lading clears brake wheel by 8 inches. Brake staff must be raised so that it is accessible and operative. It is also important that no part of the load extend over end sill.

Q 40. Fireman and Brakemen will observe all fixed signals and will inform Engineer or Conductor, as to their indications, and will take necessary action to stop train if such signals are not properly observed.

Q 41. Employees must not absent themselves from duty without permission.

Employees are required to devote their time exclusively to the business of the Company, unless expressly exempted from so doing by proper authority.

Q 42. The word telephone will apply where the word telegraph is used.

EXPLANATION OF CHARACTERS.

D—Day Telegraph Office.  
 N—Day and Night Telegraph Office. P—Telephone.  
 W—Water. C—Coal. T—Turntable.  
 Y—Wye. \*—Mail Crane.  
 S—Scales.

LOCOMOTIVE TONNAGE RATING.

	SOUTH BOUND					NORTH BOUND					
	ENGINE NUMBERS					ENGINE NUMBERS					
	500 to 511 Inc.	400 to 429 Inc.	200 to 207 Inc.	170 to 177 Inc.	551 to 556 Inc.	500 to 511 Inc.	400 to 429 Inc.	200 to 207 Inc.	170 to 177 Inc.	551 to 556 Inc.	
Hope to Stamps.....	Tons... 1652	1550	1400	1300	2300	Stamps to Hope.....	Tons... 1715	1645	1470	1400	2300
	Cars... 42	40	36	33	58		Cars... 44	42	37	36	58
Stamps to Taylor.....	Tons... 2415	2310	2100	2000	3500	Taylor to Stamps.....	Tons... 2415	2310	2000	2000	3500
	Cars... 62	59	54	51	88		Cars... 62	59	51	51	88
Taylor to Minden.....	Tons... 1650	1550	1400	1300	2500	Cotton Valley to Taylor.....	Tons... 2000	1900	1675	1540	3000
	Cars... 42	40	36	33	63		Cars... 51	48	43	40	75
Minden to Winnfield.....	Tons... 1650	1375	1250	1150	2250	Minden to Cotton Valley.....	Tons... 1900	1800	1570	1460	2750
	Cars... 39	35	32	29	57		Cars... 48	46	40	37	69
Winnfield to Alexandria.....	Tons... 1650	1375	1250	1150	2700	Oshkosh to Minden.....	Tons... 1650	1550	1300	1220	2650
	Cars... 41	35	32	29	68		Cars... 42	40	33	31	66
Minden to McIntyre.....	Tons... 1550	1500	1325	1150	2500	Winnfield to Oshkosh.....	Tons... 1450	1350	1150	950	2250
	Cars... 40	38	34	29	63		Cars... 37	34	29	24	57
McIntyre to Shreveport.....	Tons... 1750	1700	1525	1350	3000	Alexandria to Winnfield.....	Tons... 1500	1400	1375	1125	2700
	Cars... 43	42	38	33	75		Cars... 38	36	35	28	68
Packton to Rhinehart.....	Tons... 1650	1500	1375	1200		Shreveport to Minden.....	Tons... 1530	1450	1325	1150	2750
	Cars... 42	38	53	31			Cars... 40	37	34	29	69
Rhinehart to Vidalia.....	Tons... 2400	2310	2100	2000		Rhinehart to Packton.....	Tons... 1650	1500	1500	1200	
	Cars... 62	59	54	51			Cars... 42	38	38	31	
						Vidalia to Rhinehart.....	Tons... 2415	2310	2100	2000	
							Cars... 62	59	54	51	

To equalize tonnage ratings for the various resistances of trains of more or less than the average number of cars: The number of cars of average weight will be specified for each tonnage rating, and the tonnage will be reduced five (5) tons for each car in excess of and increased five (5) tons for each car less than the specified number of cars for the rating. Rating shown is in addition to weight of engine, tender and caboose. As much as 15 tons will be handled in addition to rating shown if necessary in order to obtain rating.

# GENERAL RULES.

## GENERAL NOTICE

To enter or remain in the service is an assurance of willingness to obey the rules.

Obedience to the rules is essential to the safety of passengers and employes, and to the protection of property.

The service demands the faithful, intelligent and courteous discharge of duty.

To obtain promotion, capacity must be shown for greater responsibility.

Employes, in accepting employment, assume its risks.

## GENERAL RULES

A. Employes whose duties are prescribed by these rules, must provide themselves with a copy.

B. Employes must be conversant with and obey the rules and special instructions. If in doubt as to their meaning, they must apply to proper authority for an explanation.

C. Employes must pass the required examinations.

D. Persons employed in any service on trains are subject to the rules and special instructions.

E. Employes must render every assistance in their power in carrying out the rules and special instructions.

F. Any violation of the rules or special instructions must be reported.

G. The use of intoxicants by employes either on or off duty is prohibited. Their use, or the frequenting of places where they are sold, is sufficient cause for dismissal.

H. The use of tobacco by employes when on duty in or about passenger stations, or on passenger cars, is prohibited. The habitual use of cigarettes, either on or off duty, will be considered sufficient cause for dismissal.

J. Employes on duty must wear the prescribed badge and uniform and be neat in appearance.

K. Persons authorized to transact business at stations or on trains, must be orderly, and avoid annoyance to passengers.

L. In case of danger to the Company's property, employes must unite to protect it.

## DEFINITIONS.

**TRAIN.**—An engine, or more than one engine, coupled with or without cars, displaying Markers.

**REGULAR TRAIN.**—A train represented on the time table. It may consist of sections.

**SECTION.**—One of two or more trains running on the same schedule displaying signals or for which signals are displayed, as prescribed by Rule 20.

**EXTRA TRAIN.**—A train not represented on the time table displaying signals as prescribed by Rule 21. It may be designated as—

Special.—For Passenger train extra.

Extra.—For Freight train extra.

Work Extra.—For work train extra.

**SUPERIOR TRAIN.**—A train having precedence over other trains. A train may be made superior to another train by **RIGHT, CLASS** or **DIRECTION.**

**RIGHT** is conferred by train order; **CLASS** and **DIRECTION** conferred by time table.

**RIGHT IS SUPERIOR TO CLASS** or **DIRECTION.** **DIRECTION** is superior as between trains of the same class.

**TRAIN OF SUPERIOR RIGHT.**—A train given precedence by train order.

**TRAIN OF SUPERIOR CLASS.**—A train given precedence by time table.

**TRAIN OF SUPERIOR DIRECTION.**—A train given precedence in the direction specified in the time table as between trains of the same class.

**TIME TABLE.**—The authority for the movement of regular trains subject to the rules. It contains the classified schedules of trains with special instructions relating thereto.

**SCHEDULE.**—That part of a time table which prescribes the class, direction, number and movement of a regular train.

**SINGLE TRACK.**—A track upon which trains are operated in both directions by time table or by train orders.

**SIDING.**—An Auxiliary track for meeting or passing trains.

**YARD.**—A system of tracks within defined limits providing for the making up of trains, stringing of cars and other purposes, over which movements not authorized by time table, or by train order, may be made, subject to prescribed signals and regulations.

**YARD ENGINE.**—An engine assigned to yard service and working within yard limits.

**PILOT.**—A person assigned to a train when the engineman or conductor, or both, are not fully acquainted with the physical characteristics, or running rules of the road, or portion of the road, over which the train is to be moved.

**UNDER CONTROL.**—Being able to stop within half the distance track is seen to be clear.

**FIXED SIGNAL.**—A signal of fixed location indicating a condition affecting the movement of a train.

## RULES.

### STANDARD TIME.

1. Standard Time obtained from Washington University (St. Louis) observatory, will be telegraphed to all points from designated offices, at 11:00 a. m. daily.

2. Watches that have been examined and certified to by a designated inspector, must be used by conductors and enginemen. The certificate in prescribed form, must be renewed and filed with Superintendent every month.

### Form of Certificate.

#### Certificate of Watch Inspector.

This is to certify, that on ..... 19.....  
the watch of .....  
employed as ..... R.....  
on the .....  
was examined by me. It is correct and reliable, and in my judgment  
will, with proper care, run within a variation of thirty seconds per week.

Name of Maker.....  
Brand.....  
Number of movement.....  
Open or hunting case.....  
Metal of case.....  
Stem or key-winding.....

Signed.....

Inspector.....

Address.....

3. Watches of conductors and enginemen must be compared before starting on each trip, with a clock designated as a Standard Clock. The time when watches are compared must be registered on a prescribed form. Conductors and enginemen who have no access to Standard Clocks, must compare time daily, when possible, with conductors or enginemen of through passenger trains.

### TIME TABLES.

4. Each time table, from the moment it takes effect, supersedes the preceding time table. A train of the preceding time table shall retain its train orders, and take the schedule of the train of the same number on the new time table. A train of the new time table which has not the same number on the preceding time table, shall not run on any division until it is due to start from its initial station on that division, after the time table takes effect.

5. Not more than two times are given for a train at any station; where one is given, it is, unless otherwise indicated, the leaving time; where two, they are the arriving and the leaving time.

Schedule meeting or passing points are indicated by figures in **FULL-FACED TYPE.**

Both the arriving and leaving time of a train are in full-faced type, when both are meeting or passing times, when one or more trains are to meet or pass it between those times.

6. The following signs, when placed before the figures of the schedule, indicate:

- "S"—regular stop
- "f"—flag stop to receive or discharge passengers
- "T"—stop for meals.
- "L"—leave.
- "Ar"—arrive.

### SIGNAL RULES

7. Employes whose duties may require them to give signals, must provide themselves with the proper appliances, keep them in good order and ready for immediate use.

8. Flags of the prescribed color must be used by day, and lamps of the prescribed color by night.

9. Night signals are to be displayed from sunset to sunrise. When weather or other conditions obscure day signals, night signals must be used in addition.

### 10. VISIBLE SIGNALS.

COLOR.	INDICATION.
(a) Red.	Stop, and for other uses prescribed by the Rules.
(b) White.	For uses prescribed by the Rules.
(c) Green.	Proceed, and for other uses prescribed by the Rules.
(d) Yellow.	Proceed with caution, and for other uses prescribed by the Rules.
(e) Green and white.	Flag Stop. See Rule 28.
(f) Blue.	See Rule 26.

11. A fusee on or near the track burning red, must not be passed until burned out.

### 12. HAND, FLAG AND LAMP SIGNALS.

MANNER OF USING.	INDICATION.
(a) Swung across the track.	Stop
(b) Raised and lowered vertically.	{ Proceed.
(c) Swung vertically in a circle across the track when the train is standing.	{ Back.
(d) Swung vertically in a circle at arm's length across the track when the train is running.	{ Train has parted.
(e) Swung horizontally in a circle when the train is standing.	{ Apply air brakes
(f) Held at arm's length above the head, when train is standing	{ Release air brakes.

13. Any object waved violently by any one on or near the track, is a signal to stop.

**AUDIBLE SIGNALS.**

**14. ENGINE STEAM WHISTLE SIGNALS.**

NOTE.—The signals prescribed are illustrated by "o" for short sounds "—" for longer sounds. The sound of the whistle should be distinct, with intensity and duration proportionate to the distance signal is to be conveyed.

SOUND	INDICATION.
(a) o	Stop. Apply Brakes.
(b) —	Release Brakes.
(c) — o o o	Flagman go back and protect rear of train
(d) — — — —	Flagman return from west or south.
(e) — — — — —	Flagman return from east or north.
(f) — — — —	When running, train parted; to be repeated until answered by the signal prescribed by Rule 12 (d). Answer to 12 (d).
(g) o o	Answer to any signal not otherwise provided for.
(h) o o 9	When train is standing back. Answer to 12 (c) and 16 (c).
(j) o o o o	Call for signal.
(k) — o o	To call the attention of trains of the same or inferior class to signals displayed for a following section.
(l) — — — o o	Approaching public crossings at grade.
(m) — — — — o o	Approaching stations, junctions and railroad crossings at grade.
(n) — o o —	Approaching track covered by slow order or slow signals.

A succession of short sounds of the whistle, is an alarm for persons or cattle on the track, and calls the attention of trainmen to danger ahead.

15. The explosion of one torpedo, is a signal to stop; the explosion of two, not more than 200 feet apart, is a signal to reduce speed, and look out for a stop signal.

**16. AIR WHISTLE OR BELL CORD SIGNALS.**

SOUND.	INDICATION
(a) Two.	When train is standing, start.
(b) Two.	When train is running, stop at once.
(c) Three.	When train is standing, back the train.
(d) Three.	When train is running, stop at next station.
(e) Four.	When train is standing, apply or release air brakes.
(f) Four.	When train is running, reduce speed.
(g) Five.	When train is standing, call in flagman.
(h) Five.	When train is running, increase speed.

**TRAIN SIGNALS.**

17. The headlight will be displayed to the front of every train by night, but must be concealed when a train turns out to meet another and has stopped clear of main track, or is standing to meet trains at the end of double track or junctions.

18. Yard engines will display the headlight to the front and rear by night. When not provided with a headlight at the rear, two white lights must be displayed. Yard engines will not display markers.

19. The following signals will be displayed, one on each side of the rear of every train as markers to indicate the rear of train: by day green flags or marker lamps (not lighted); by night green lights to the front and side and red lights to the rear; except when the train is clear of main track, when green lights must be displayed to the front, side and rear.

20. All sections of a train, except the last, will display two green flags, and in addition, two green lights by night, in the places provided for that purpose on the front of the engine.

21. Extra trains will display two white flags, and, in addition, two white lights by night, in the places provided for that purpose on the front of the engine.

22. When two or more engines are coupled to a train, the leading engine only shall display the signals, as provided in Rules 20 and 21.

23. One flag or light displayed where in Rules 19, 20 and 21 two are prescribed, will indicate the same as two; but the proper display of all train signals is required.

24. When cars are pushed by an engine (except when shifting or making up trains in yards), a white light must be displayed on the front of the leading car by night.

25. Each car on a passenger train must be connected with the engine by a communicating signal appliance.

26. A blue flag by day, and a blue light by night, displayed at one or both ends of an engine, car or train, indicates that workmen are under or about it. When thus protected, it must not be coupled to or moved. Workmen will display the blue signals, and the same workmen are alone authorized to remove them. Other cars must not be placed on the same track so as to intercept the view of the blue signals without first notifying the workmen.

**RULES GOVERNING THE USE OF SIGNALS.**

27. A signal imperfectly displayed, or the absence of a signal at a place where a signal is usually shown, must be regarded as a stop signal, and the fact reported to the Superintendent.

28. The combined green and white signal is to be used to stop a train only at the flag stations indicated on the schedule of that train. When it is necessary to stop a train at a point that is not a flag station for that train, a red signal must be used.

29. When a signal is given to stop a train, it must be acknowledged as provided in Rule 14. (5).

30. The engine bell must be rung when an engine is about to move.

31. The engine bell must be rung on approaching every public road crossing at grade, and until it is passed; and the whistle must be sounded at all whistling posts.

32. The unnecessary use of either the whistle or the bell is prohibited. They will be used only as prescribed by rule or law, or to prevent accident.

33. Watchmen stationed at public road and street crossings, must use red signals only when necessary to stop trains.

**CLASSIFICATION OF TRAINS.**

81. Trains of the first class are superior to those of the second; trains of the second class are superior to those of the third, and so on. Extra trains are inferior to regular trains.

All trains in the direction specified in the time table, are superior to trains of the same class in the opposite direction.

82. Regular trains twelve hours behind their schedule time, lose both right and class, and can thereafter proceed only by train order.

**MOVEMENT OF TRAINS.**

83. A train must not leave its initial station on any division, or a junction, until it has been ascertained whether all trains due, which are superior, or of the same class, have arrived or left.

84. A train leaving its initial station on each division, or leaving a junction, when a train of the same class in the same direction is overdue, will proceed on its schedule, and the overdue train will run as provided in Rule 91.

85. A train must not start until the proper signal is given.

86. An inferior train must keep out of the way of a superior train.

87. A train failing to clear the main track by the time required by rule, must be protected as prescribed by Rule 99.

88. At meeting points between trains of the same class, the inferior train must clear the main track before leaving time of the superior train, and must pull into siding when practicable. If necessary to back in, the train must first be protected, as prescribed by Rule 99, unless otherwise provided.

89. At meeting points between trains of different classes, the inferior train must take the siding and clear the superior train at least five minutes, and must pull into the siding when practicable. If necessary to back in, the train must first be protected, as prescribed by Rule 99, unless otherwise provided.

An inferior train must keep at least ten minutes off the time of a superior train in the same direction.

90. Trains must stop at schedule meeting or passing stations, the train to be met or passed is of the same class, unless the switches are right and the track clear. Trains should stop clear of the switch used by the train to be met or passed in going on the siding.

When the expected train of the same class is not found at the schedule meeting or passing point, the superior train must approach all sidings prepared to stop, until the expected train is met or passed.

91. Trains in the same direction must keep at least ten minutes apart, except in closing up at stations.

92. A train must not arrive at a station unnecessarily in advance of its schedule arriving time.

A train must not leave a station in advance of its schedule leaving time.

93. A regular train which is delayed, and falls back on the time of another train of the same class, will proceed on its own schedule. Trains of the same class will pass and run ahead of each other when overtaken. Extra trains may pass and run ahead of second and third class trains or their sections, and third class trains may pass and run ahead of second class trains or their sections, but must report the fact to Dispatcher at the first opportunity.

94. A train which overtakes a superior train or a train of the same class, so disabled that it can not proceed, will pass it, if practicable, and if necessary, will assume the schedule and take the train orders of the disabled train, proceed to the next open telegraph office, and there report to the Superintendent. The disabled train will assume the schedule and take the train orders of the last train with which it has exchanged, and will, when able, proceed to and report from the next open telegraph office.

95. A train must not display signals for a following section, nor an extra train be run, without orders from the Superintendent.

96. When signals displayed for a section are taken down at any point before that section arrives, the conductor will, if there be no other provision, arrange with the operator, or if there be no operator, with the switchtender, or in the absence of both, with a flagman left there for the purpose, to notify all opposing trains of the same or inferior class leaving such point, that the section for which the signals were displayed has not arrived.

97. Work extras will be assigned working limits.

98. Trains must approach junctions, railroad crossings at grade, and drawbridges, prepared to stop, unless the switches and signals are right and the track is clear. When required by law, trains must stop.

98 (a). Second and inferior class and extra trains must carefully approach and pass, with train under control, water tanks and coaling stations. The responsibility for accident at such points will rest with the following train. This must not be considered as relieving any train from protecting itself while occupying main track on the time of a superior train. See Rules 86 and 87.

98 (b). Second class and inferior trains must be run with great care and under control when within the limits of yards protected by yard limit boards. Yard engines or road engines doing switching, when within yards protected by yard limit boards, will have the right to use the main track upon the time of second and succeeding class trains, but must not use main track on time of first class trains without orders.

99. When a train stops or is delayed, under circumstances in which it may be overtaken by another train, the flagman must go back immediately with stop signals a sufficient distance to insure full protection. When recalled he may return to his train, first placing two torpedoes on the rail, when the conditions require it. The front of a train must be protected in the same way when necessary by front brakeman. If the front brakeman is not available the fireman must act in his place.

(a) Between sunset and sunrise the flagman shall immediately after he leaves his train light a red fusee and carry it with him back one-quarter of a mile to the point where he places the first torpedo and must leave a burning fusee at the same point as the first torpedo.

A sufficient distance to insure full protection requires that flagman shall go back to a point one-fourth mile from the rear of his train, where he must place one torpedo on the rail. He must then continue to go back at least one-half mile from the rear of his train and place two torpedoes on the rail not more than two rail lengths apart; he may then return to within the one-fourth mile from the rear of his train, and remain there until recalled. Should a train be seen or heard approaching he must remain until it arrives. When he comes in he will remove the torpedo nearest to train, but the two torpedoes must be left on the rail as a caution signal to a following train.

The recall of flagman is the most critical period, and when there is not a clear view of at least one-half mile, train must be moved forward a sufficient distance to insure safety before flagman is recalled. During foggy or stormy weather, or in the vicinity of obscure curves or descending grades or when other conditions require it, the flagman will increase the distance. When a train is flagged the engine man must obtain a thorough explanation of the cause, stopping if necessary.

(b) Should the speed of a train be reduced and its rear thereby endangered, making it necessary to check a following train before a flagman can get off, a lighted fusee must be thrown on the track at intervals to insure the safety of the leading train.

(c) When a flagman is sent out with specific instructions affecting the rights of trains, such instructions must be in writing.

(d) When a flagman is sent to a station on a train, he will ride on the engine and engine man must stop and let him off at the first switch.

100. When the flagman goes back to protect the rear of his train, the porter or conductor must, in the case of passenger trains, and the next brakeman in the case of other trains, take his place on the train.

101. If a train should part while in motion, trainmen must, if possible, prevent damage to the detached portions. The signal prescribed by Rules 12 (d) and 14 (f) must be given, and the engineer's valve lapped and steam shut off until detached portion is stopped.

The front portion will then go back, to recover the detached portion, running with caution and following a flagman. The detached portion must not be moved or passed until the front portion comes back.

102. When cars are pushed by an engine (except when shifting and making up trains in yards), a flagman must take a conspicuous position on the front of the leading car, and signal the engineman in case of need.

103. Messages or orders respecting the movement of trains or the condition of track or bridges, must be in writing.

104. Switches must be left in proper position after having been used. Conductors are responsible for the position of the switches used by them and their trainmen, except where switchtenders are stationed.

A switch must not be left open for following trains, unless in charge of a trainman of such train.

When a main track switch is set for a train, the person attending such switch must insert pin or hasp of switch lock through staple after throwing switch, then go to a point on the opposite side of the track, at least fifteen feet from the switch stand, and remain there until the train has passed over the switch.

105. Both conductors and enginemen are responsible for the safety of their trains, and under conditions not provided for by the rules, must take every precaution for their protection.

106. In all cases of doubt or uncertainty, the safe course must be taken, and no risks run.

#### RULES FOR MOVEMENT BY TRAIN ORDERS.

201. For movements not provided for by time table, train orders will be issued by authority and over the signature of the Chief Dispatcher. They must contain neither information nor instructions not essential to such movements.

They must be brief and clear; in the prescribed forms when applicable; and without erasure, alteration or interlineation.

202. Each train order must be given in the same words to all persons or trains addressed.

203. Train orders will be numbered consecutively each day, beginning with No. 1 at midnight.

204. Train orders must be addressed to those who are to execute them, naming the place at which each is to receive his copy. Those for a train, must be addressed to the conductor and engineman, and also to any one who acts as its pilot. A copy for each person addressed must be supplied by the operator, and in addition, a copy for the flagman.

205. Each train order must be written in full in a book provided for the purpose at the office of the Superintendent, and with it recorded the names of those who have signed for the order; the time and the signals which show when and from what offices the order was repeated and the responses transmitted; and the Train Dispatcher's initials. These records must be made at once, and never from memory or memoranda.

206. Regular trains will be designated in train orders by their numbers, as "No. 10," or "2d No. 10," adding engine numbers, if desired; extra trains by engine numbers, as "Extra 798," with the direction when necessary, as "East" or "West." Other numbers will be stated in figures only, except that time will be stated in both words and figures.

207. To transmit a train order, the signal "31" or the signal "19" must be given to each office addressed, the number of copies being stated, if more or less than three, thus, "31 copy 5" or "19 copy 2."

208. A train order to be sent to two or more offices, must be transmitted simultaneously to as many of them as practicable. The several addresses must be in the order of superiority of trains, each office taking its proper address. When not sent simultaneously to all, the order must be sent first to the superior train.

209. Operators receiving train orders must write them in manifold during transmission.

209a.—The tracing or recopying of any train order by operators is forbidden. If operators cannot at one writing make the requisite number of copies they must have the dispatcher repeat the order to them and handle same exactly as if it were another order.

210. When a 31 train order has been transmitted, operators must (unless otherwise directed) repeat it at once from the manifold copy in the succession in which the several offices have been addressed, and then write the time of repetition on the order. Each operator receiving the order should observe whether the others repeat correctly.

Those to whom the order is addressed, except enginemen, must then sign it, and the operator will send their signatures, preceded by the number of the order, to the Chief Dispatcher. The response "complete," and the time, with the initials of the Train Dispatcher, will then be given. Each operator receiving this response, will then write on each copy the word "complete," the time, and his last name in full, and then deliver a copy to each person addressed, except enginemen. The copy for each engineman must be delivered to him personally by conductor, and the engineman must read it aloud to the conductor, and understand it before acting upon it. Conductors must read their orders to the rear brakeman, and enginemen must read their orders to their firemen.

211. When a "19" train order has been transmitted, operators must (unless otherwise directed) repeat it at once from the manifold copy, in the succession in which the several offices have been addressed. Each operator receiving the order should observe whether the others repeat correctly. When the order has been repeated correctly by an operator, the response "complete," and the time, with the Train Dispatcher's initials. The operator receiving this response, will then write on each copy the word "complete," and the time, and his last name in full, and personally deliver a copy to each person addressed, without taking his signature. In no case must the "19" order be used to restrict the rights of a train.

212. A train order may, when so directed by the Train Dispatcher, be acknowledged without repeating it, by the operator responding: "X" (Number of Train Order.) . . . to . . . (Train Number.), with the operator's initials and office signal. The operator must then write on the order his initials and the time.

213. "Complete" must not be given to a train order for delivery to an inferior train until the order has been repeated, or the "X" response sent by the operator who receives the order for the superior train.

214. When a train order has been repeated, or "X" response sent, and before "complete" has been given, the order must be treated as a holding order for the train addressed, but must not be otherwise acted on until "complete" has been given.

If the line fails before an office has repeated an order, or has sent the "X" response, the order at that office is of no effect, and must be there treated as if it had not been sent.

215. The operator who receives and delivers a train order, must preserve the lowest copy.

216. For train orders delivered by the Train Dispatcher, the requirements as to the record and delivery, are the same as at other offices. Such orders shall be first written, in manifold, so as to leave an impression in the record book, from which transmission shall be made.

217. A train order to be delivered to a train at a point not a telegraph station, or at one at which the telegraph office is closed, must be addressed to:

"C. and E.—(at—), care of—," and forwarded and delivered by the conductor or other person in whose care it is addressed. When Form 31 is used, "complete" will be given upon the signature of the person by whom the order is to be delivered, who must be supplied with copies for the conductor and engineman, ad who must be supplied with copies for the conductor and engineman. This copy dressed, and a copy upon which he shall take their signatures. This copy dressed, and a copy upon which the first operator accessible, who must preserve it, and at once transmit the signatures of the conductor and engineman to the Superintendent.

Orders so delivered, must be acted on as if "complete" had been given in the usual way.

For orders which are sent, in the manner herein provided, to a train, the superiority of which is thereby restricted, "complete" must not be given to an inferior train until the signatures of the conductor and engineman of the superior train have been sent to the Train Dispatcher.

218. When a train is named in a train order, all its sections are included, unless particular sections are specified, and each section included must have copies addressed and delivered to it.

219. Unless otherwise directed, an operator must not repeat or give the "X" response to a train order for a train, the engine of which has passed his train order signal, until he has ascertained that the conductor and engineman have been notified that he has orders for them.

220. Train orders once in effect, continue so until fulfilled, superseded or annulled. Any part of an order specifying a particular movement, may be either superseded or annulled.

Orders held by or issued for a regular train, become void when such train loses both right and class, as prescribed by Rules 4 and 82, or is annulled.

221. A fixed signal must be used at each train order office, which shall indicate "stop" when trains are to be stopped for train orders. When there are no orders, the signal must indicate "proceed."

When an operator receives the signal "31" or "19" he must immediately display the "stop signal," and then reply "stop displayed;" and until the orders have been delivered or annulled, the signal must not be restored to "proceed." While "stop" is indicated, trains must not proceed without a clearance card (Form 163).

Operators must have the proper appliances for hand signaling ready for immediate use if the fixed signal should fail to work properly. If a signal is not displayed at a night office, trains which have not been notified, must stop and ascertain the cause, and report the facts to the Superintendent from the next open telegraph office.

222. Operators will promptly record and report to the Train Dispatcher, the time of arrival and departure of all trains, and the direction of extra trains.

223. The following signs and abbreviations may be used: Initials for signature of the Chief Dispatcher and Train Dispatcher.

Such office and other signals as are arranged by the rules and regulations.

C & E.—For Conductor and Engineman.

X.—Train will be held until order is made "complete."

Com.—For Complete.

O. S.—Train Report.

No.—For Number.

Eng.—For Engine.

Sec.—For Section.

Pgr.—For Passenger

Frt.—For Freight.

Mins.—For Minutes.

Jet.—For Junction.

Dispr.—For Train Dispatcher.

Opr.—For Operator.

31 or 19.—To clear the line for Train Orders, and for Operators

to ask for Train Orders.

S. D.—For "Stop Displayed."

The usual abbreviations for the names of the months and stations.

#### FORMS OF TRAIN ORDERS.

##### Form A. Fixing Meeting Points for Opposing Trains.

- (1) — will meet — at —.
- (2) — will meet — at — at — (and so on).

##### EXAMPLES.

- (1) No. 1 will meet No. 2 at Bombay.  
No. 3 will meet 2nd No. 4 at Siam.  
No. 5 will meet Extra 95 at Hong Kong.  
Extra 652 North will meet Extra 231 South at Yokohama.
- (2) No. 1 will meet No. 2 at Bombay 2nd No. 4 at Siam and Extra 95 at Hong Kong.

Trains receiving these orders will run with respect to each other to the designated points, and there meet in the manner prescribed by the Rules.

##### Form B. Directing a Train to Pass or Run Ahead of Another Train.

- (1) — will pass — at —.
- (2) — will pass — when overtaken.
- (3) — will run ahead of — to —.
- (4) — will pass — at — and run ahead of — to —.

##### EXAMPLES.

- (1) No. 1 will pass No. 3 at Khartoum.
- (2) No. 6 will pass No. 4 when overtaken.
- (3) Extra 594 will run ahead of No. 6 Bengal to Madras.
- (4) No. 1 will pass No. 3 at Khartoum and run ahead of No. 7 Madras to Bengal.

When under (1) a train is to pass another, both trains will run according to Rule to the designated point, and there arrange for the rear train to pass promptly.

Under (2), both trains will run according to Rule, until the second-named train is overtaken, and then arrange for the rear train to pass promptly.

Under (3), the second-named train must not exceed the speed of the first-named train between the points designated.

##### Form C. Giving a Train the Right Over an Opposing Train.

— has right over — to —.

##### EXAMPLES.

- (1) No. 1 has right over No. 2 Mecca to Mirbat.
- (2) Extra 37 has right over No. 3 Natal to Ratlam.

This order gives train first named the right over the other train between the points named.

If the trains meet at either of the designated points, the first-named train must take the siding, unless the order otherwise prescribes.

Under (1), if the second-named train reaches the point last named before the other arrives, it may proceed, keeping clear of the opposing train as many minutes as such train was before required to clear it under the Rules.

If the second-named train, before meeting, reaches a point within or beyond the limits named in the order, the conductor must stop the other train where it is met, and inform it of his arrival.

Under (2), the regular train must not go beyond the point last named until the extra train has arrived.

When the extra train has reached the point last named, the order is fulfilled.

The following modifications of this form of order will be applicable for giving a work extra the right over all trains in case of emergency:

- (3). Work extra \_\_\_\_\_ has right over all trains between \_\_\_\_\_ and \_\_\_\_\_ from \_\_\_\_\_ m. to \_\_\_\_\_ m.

#### EXAMPLE

Work extra 275 has right over all trains between Stockholm and Edinburgh from 7.00 p. m. to 12.00 midnight.

This gives the work extra the exclusive right between the points designated between the times named.

#### Form D. Giving Regular Trains the Right Over a Given Train

Regular trains have right over \_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_

#### EXAMPLE

Regular trains have right over No. 1 between Moscow and Berlin.

This order gives to regular trains receiving it, the right over the train named in the order, and the latter must clear the schedule times of all regular trains, as if it were an extra.

#### Form E. Time Orders.

- (1). \_\_\_\_\_ will run \_\_\_\_\_ late \_\_\_\_\_ to \_\_\_\_\_.
- (2). \_\_\_\_\_ will run \_\_\_\_\_ late \_\_\_\_\_ to \_\_\_\_\_ and \_\_\_\_\_ late \_\_\_\_\_ to \_\_\_\_\_, etc.
- (3). \_\_\_\_\_ will wait at \_\_\_\_\_ until \_\_\_\_\_ for \_\_\_\_\_.

#### EXAMPLES.

- (1). No. 1 will run 20 minutes late Joppa to Mainz.
- (2). No. 1 will run 20 minutes late Joppa to Mainz and 15 minutes late Mainz to Muscat, etc.
- (3). No. 1 will wait at Muscat until 10.00 a. m. for No. 2.

(1) and (2) make the schedule time of the train named, between the points mentioned, as much later as stated in the order, and any other train receiving the order is required to run with respect to this later time, as before required to run with respect to the regular schedule time. The time in the order should be such as can be easily added to the schedule time.

Under (3), the train first named, must not pass the designated station before the time given, unless the other train has arrived. The train last named is required to run with respect to the time specified, as before required to run with respect to the regular schedule time of the train first named.

#### Form F. For Sections.

\_\_\_\_\_ will display signals \_\_\_\_\_ to \_\_\_\_\_ for \_\_\_\_\_.

#### EXAMPLES.

Engine 20 will display signals and run as 1st No. 1 London to Paris.

No. 1 will display signals London to Dover for Engine 85.

2nd No. 1 will display signals London to Dover for Engine 90.

This form may be modified, as follows:

Engines 70, 85 and 90 will run as 1st, 2nd and 3rd No. 1.

Engines 70, 85 and 90 will run as 1st, 2nd and 3rd No. 1 London to Dover.

Under these examples the engine last named will not display signals.

For annulling a section:

Engine 85 is annulled as 2nd No. 1 from Chatham.

If there are other sections following, add:

Following sections will change numbers accordingly.

The character of a train for which signals are displayed, may be stated. Each section affected by the order must have copies, and must arrange signals accordingly.

#### Form G. Extra Trains.

- (1). Engine \_\_\_\_\_ will run extra \_\_\_\_\_ to \_\_\_\_\_.
- (2). Engine \_\_\_\_\_ will run extra \_\_\_\_\_ to \_\_\_\_\_ and return to \_\_\_\_\_.

#### EXAMPLE.

- (1). Engine 99 will run extra, Berber to Gaza.
- (2). Engine 99 will run extra, Berber to Gaza and return to Cabul.
- A train receiving this order is not required to protect itself against opposing extra trains, unless directed by order to do so, but must keep clear of all regular trains, as required by Rule.
- (3). Engine \_\_\_\_\_ will run extra leaving \_\_\_\_\_ on \_\_\_\_\_ as follows, with right over all trains:
- Leave \_\_\_\_\_.
- " \_\_\_\_\_.
- Arrive \_\_\_\_\_.

#### EXAMPLE

(3). Engine 77 will run extra leaving Turin on Thursday, February 17th, as follows, with right over all trains.

Leave Turin 11.30 p. m.

" Pekin 12.25 a. m.

" Canton 1.47 a. m.

Arrive Rome 2.22 a. m.

This order may be varied by specifying the kind of extra and the particular trains over which the extra shall or shall not have the right. Trains over which the extra is thus given the right, must clear the time of the extra ten minutes.

#### Form H. Work Extra.

(1). Work extra \_\_\_\_\_ will work \_\_\_\_\_ until \_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_.

#### EXAMPLES.

(1). Work extra 292 will work 7.00 a. m. until 6.00 p. m. between Berne and Turin.

The working limits should be as short as practicable, to be changed as the progress of the work may require. The above may be combined, thus:

(a). Work extra 292 will run Berne to Turin and work 7.00 a. m. until 6.00 p. m. between Turin and Home.

When an order has been given to "work" between designated points, no other extra shall be authorized to run over that part of the track without provision for passing the work extra.

When it is anticipated that a work extra may be where it can not be reached for orders, it may be directed to report for orders at a given time and place, or an order may be given that it shall clear the track for (or protect itself after a certain hour against) a designated extra by adding to (1) the following words:

(b.) And will keep clear of (or protect against) Extra 223 south between Antwerp and Brussels after 2.10 p. m.

In this case, extra 223 must not pass the northernmost station before 2.10 p. m., at which time the work extra must be out of the way, or protected (as the order may require), between those points.

When the movement of an extra over the working limits cannot be anticipated by these or other orders to the work extra, an order must be given to such extra, to protect itself against the work extra, in the following form:

(c.) Extra 78 will protect against work extra 95 between Lyons and Paris.

This may be added to the order to run extra.

A work extra when met or overtaken by an extra must allow it to pass.

When it is desirable that a work extra shall at all times protect itself while on working limits, it may be done by adding to (1) the following words:

(d.) Protecting itself.

A train receiving this order must, whether standing or moving, protect itself within the working limits in both directions in the manner prescribed by Rule 99.

Whenever an extra is given orders to run over working limits, it must at the same time be given a copy of the order sent to the work extra.

To enable a work extra to work upon the time of a regular train, the following form may be used:

(e.) Work extra 292 will protect against No. 65 between Berne and Turin.

A train receiving this order will work upon the time of the train mentioned in the order, and protect itself against it, as provided in Rule 99.

The regular train receiving this order must run, expecting to find the work extra protecting itself within the limits named.

#### Form J. Holding Order.

Hold \_\_\_\_\_ at \_\_\_\_\_.

#### EXAMPLES.

- (1). Hold No. 2 at Berlin.
- (2). Hold all east-bound trains at Berlin.

This order will be addressed to the operator and acknowledged in the usual manner. It must be signed for by conductors and respected by conductors and engine-men of trains thereby directed to be held as if addressed to them.

When a train has been so held it must not proceed until the order to hold is annulled, or an order given to the operator in the form:

"\_\_\_\_\_ may go."

Form J will only be used when necessary to hold trains until orders can be given, or in case of emergency.

#### Form K. Annulling a Regular Train.

- (1). \_\_\_\_\_ of \_\_\_\_\_ is annulled \_\_\_\_\_ to \_\_\_\_\_.
- (2). \_\_\_\_\_ due to leave \_\_\_\_\_ is annulled \_\_\_\_\_ to \_\_\_\_\_.

#### EXAMPLES.

- (1). No. 1 of Feb. 29th is annulled Alaska to Halifax.
- (2). No. 2 due to leave Naples Saturday, Feb. 29th, is annulled Alaska to Halifax.

The train annulled loses both right and class between the stations named and must not be restored under its original number between those stations.

#### Form L. Annulling an Order.

"Order No. \_\_\_\_\_ is annulled."

If an order which is to be annulled has not been delivered to a train, the annulling order will be addressed to the operator, who will destroy all copies of the order annulled but his own, and write on that:

Annulled by Order No. \_\_\_\_\_.

#### EXAMPLE.

Order No. 10 is annulled.

An order that has been annulled must not be reissued under its original number.

In the address of an order annulling another order, the train first named must be that to which right was given by the order annulled, and when the order is not transmitted simultaneously to all concerned, it must be first sent to the station at which that train is to receive it and the required response made, before the order is sent for other trains.

#### Form M. Annulling Part of an Order.

That part of Order No. \_\_\_\_\_ reading \_\_\_\_\_ is annulled.

#### EXAMPLE.

That part of Order No. 10, reading No. 1 will meet No. 2 at Sparta, is annulled.

In the address of an order annulling a part of an order, the train first named must be that to which right was given by the part annulled, and when the order is not transmitted simultaneously to all concerned, it must be first sent to the station at which that train is to receive it, and the required response made, before the order is sent for other trains.

#### Form P. Superseding an Order or a Part of an Order.

This order will be given by adding to prescribed forms, the words "instead of \_\_\_\_\_."

(1). \_\_\_\_\_ will meet \_\_\_\_\_ at \_\_\_\_\_ instead of \_\_\_\_\_.

#### EXAMPLE.

(1). No. 1 will meet No. 2 at Hong Kong instead of Bombay.

An order that has been superseded must not be reissued under its original number.

In the address of a superseding order, the train first named must be that to which right was given by the order superseded, and when the order is not transmitted simultaneously to all concerned, it must be first sent to the station at which that train is to receive it, and the required response made, before the order is sent for other trains.

## SPECIAL RULES.

### CONDUCTORS.

1. They report to and receive their instructions from the Superintendent. At terminal stations they must obey the orders of the Agent and Yardmaster.
2. Every case of personal injury, accident or damage to property must be immediately reported by telegraph, and a written report upon the prescribed form sent promptly by train mail. Such report must contain full details, names and addresses of all witnesses and all particulars of the occurrence. The statements of witnesses must, when practicable, be written and signed personally by the person making the statement. Agents, Conductors, Foremen or others in charge must make special effort to secure such statements and forward with their report to the designated officials.
3. Passenger Conductors must report for duty in full uniform at least thirty (30) minutes before the time the train is due to leave a terminal station; and, when necessary, must assist in the shifting and making up of train. Before starting, they must see that their train is in proper condition, and must detach any car that is in any way unfit for service, reporting the cause to the Superintendent and Car Inspector, or to the Station Agent or Yardmaster in the latter's absence. They will see that the Engineman has tested the brakes, that each car in the train is in communication with the engine by bell cord or air signal, that the Trainmen are at their posts, properly unbraked, and have the requisite train signals ready for use; and that the proper signals have been placed upon the train.
4. Passenger Conductors should never lose sight of the fact that their duties are of the most delicate and responsible character. That they have entire charge of the trains to which they may be assigned, and of all persons employed thereon, and will be held responsible, when on the road, for the proper care and comfort of the passengers, for the collection of tickets and fares, and for the safe and prompt movement of their trains; and from the time they go on duty until the train is set off the main track at a terminal station, unless regularly relieved, they will be responsible for the protection of their trains, and for the conduct of the Trainmen.
5. They must obey the instructions of the Auditor, Treasurer, General Passenger and Ticket Agent in matters relative to their respective departments.
6. They must be familiar with the duties of enginemen, firemen, baggagemen and brakemen, enforce the rules applicable to them upon their trains, and report any insubordination, neglect of duty or misconduct.
7. They must see that both the engineman and themselves are supplied with copies of the latest Time-table, that they have reliable watches regulated by the standard clock, and compare time with each other.
8. Conductors must see that there is sufficient supply of fresh, cool water in coaches; that the lamps are kept burning brightly, and that proper temperature and ventilation is maintained, and at division or terminal points, where car cleaners are not employed, and while on the road, must see that the trainmen clean the coaches and put them in such condition as will insure the comfort of passengers.
9. Conductors must not permit passengers to remain standing when cars are in motion, if it can be avoided; and must not allow them to occupy more seats than their tickets entitle them to, unless there is room for all.
10. Passengers have the right to claim protection from the violent, abusive or indecent language or conduct of others. If any person shall be guilty of violent, abusive, profane or indecent language on the train, thereby unreasonably or unnecessarily disturbing, annoying or endangering the person of any passenger, or shall play any game or games of chance for money or other valuable thing on the train, the conductor may stop the train at any regular station and eject such person. If the safety of any passenger requires it, such guilty person may be confined or restrained until the train reaches such station. If any person refuses upon reasonable demand to pay the fare required by the rules, by giving a ticket or the cash, conductors have a right to stop the train at first regular station and eject such person. If he refuses to leave the train, the conductor may employ such assistance and use such force as may be necessary to eject him. In such cases, conductor must take names and addresses of several witnesses. In removing persons from the train, and in restraining or confining persons for misconduct, care must be used to avoid any controversy or to indulge in any abusive language, or in any manner insult or maltreat the person to be removed, and under no circumstances must any unnecessary violence be used or unnecessary personal injury be inflicted. Before ejecting any person the conductor should refund or offer to refund him the balance of his fare. In case passenger holds a ticket, he should be referred to the general passenger and ticket office for a refund of the amount due. If, in any event, a conductor shall consider it his duty, for particular reasons to permit a passenger to remain on his train, contrary to the letter of the foregoing instructions, a complete and explicit statement to that effect must be made in writing to the Superintendent, giving the reasons for such action. A similar statement must be made when a passenger is ejected from a train.
11. Conductors are required to keep themselves thoroughly posted as to the time and connection of trains of all connecting roads. They must keep in their possession the latest condensed Time-table issued by the passenger department.
12. They must not permit persons to enter the train who are not in a condition to take care of themselves (unless accompanied by some one who is competent to take care of them), or whose conduct might endanger their own lives or jeopardize the comfort or safety of other passengers on the train.
13. Conductors must give notice in the coaches of the approach to stations at which the train stops for meals; and the length of such stop. They must also require the brakemen to repeat the announcement in the coaches, just before the train stops. Before leaving such stations the conductor must go to the dining and lunch rooms and give notice of the departure of his train, to be sure that no passengers are left for want of notice.
14. Trainmen must assist ladies, children and infirm persons on or off their trains.
15. Trainmen must not occupy seats with passengers, nor enter into conversation with them, further than is required in the discharge of their duty, and in answering questions politely. The reading of books, newspapers or periodicals while on duty is strictly forbidden.
16. Soliciting business for, or discriminating in favor of, any hotel or any business house, by an employe or other person, is positively forbidden on the company's trains.
17. In case of accident, conductors of passenger trains may, if necessary, command the services of any train, and all employes in the neighborhood.
18. The doors of all extra coaches hauled in passenger trains shall be kept locked. The doors of all occupied coaches, however, must be kept unlocked while the train is in motion.
19. No gunpowder, dynamite, nitro-glycerine or similar explosive article shall be transported in any car attached to a passenger train.
20. They must report to the Superintendent any irregularities in the delivery of either United States or Company's mail.
21. News agents are, while on the train, under the direction of the conductor; he must see that they are properly uniformed and perform their duties in a quiet and orderly manner; that they do not mar or deface the cars in taking on or removing their boxes.
22. News agents will be allowed only upon passenger or mixed trains, and only one upon any train.
23. Each news agent must be provided with a card or certificate signed by the manager of the news company, attesting his employment by that company.
24. In case of misbehavior on the part of any news agent, the conductor must report to the Superintendent. In case of gross misbehavior, the conductor must put him off the train at the nearest station and report his action to the Superintendent.
25. Conductors will look at the printed matter sold on their trains and see that no immoral, obscene, doubtful papers, nor other such literature, nor prize packages of any kind, is offered for sale.
26. News Agents must pass quietly through the cars and offer their wares in a respectful manner.
27. Conductors must know that the cars in their trains have been inspected. Any omission on the part of the inspectors must be regarded as a danger to the train and at once be reported to the Superintendent.
28. They must know that there are a sufficient number of good brakes in each train to insure safety, and that the rear car of every train has an efficient brake. On arriving at a terminal station or where there is an inspector or foreman of repairs, conductors must report to him, in writing, any defects in the condition of the cars or any imperfect action of the brakes during the trip.
29. They must see that the doors of all loaded and empty cars in their trains are closed and securely fastened.
30. Conductors must examine their trains whenever they have an opportunity to do so, particularly when entering or leaving sidings or waiting for other trains.
31. All cars taken in their trains at intermediate stations must be examined with extra care. They must use the utmost care to prevent the heating of journals. Any box showing a tendency to heat must receive immediate attention. They must require their trainmen to aid in examining their trains.
32. They are positively forbidden to go to meals or delay trains, for any cause, after receiving an order which allows them to proceed, without permission from the Superintendent. When such permission is received, conductors must report when they are ready to go, and ask if there are any further orders for their trains.
33. In case a train is held at a telegraph station, where there is no night operator, conductors must, if necessary, call the day operator into the office to get orders.
34. In the ordinary performance of their duties upon the road, conductors must collect and preserve all brasses, broken drawheads, brake rods, car doors, and other broken material which must be taken to terminal stations and delivered to the car foreman or other person designated to receive it.
35. The proper place for a freight train conductor while his train is in motion, under ordinary circumstances, is in the cupola of his caboose. If the caboose should not be provided with a cupola, he will then maintain such other position, either on the top or inside, as will give him a full view of his train, and enable him to see that his men properly perform their duties, and to know that his brakemen go out promptly when necessary to flag. He must also keep a sharp lookout, especially when rounding curves. Trainmen must be on top of train when circumstances require.
36. Conductors must see that brakes are set on cars they leave on sidings, and when the siding is on a grade they must, when practicable, couple all the cars together, and, in addition to setting the brakes, the wheels must be blocked and safety switches properly adjusted. When not in use safety switches must be left open. In switching, trainmen must know that brakes are in good order before cutting off cars.
37. When doing work at stations a trainman must always be left in charge of the rear of trains on main track, where the grade is such that cars would start back if brakes were released.
38. Conductors must not take cars that are, in their judgment, improperly or too heavily loaded, or that are not in a condition to run safely.
39. If freight for way stations is inconveniently loaded or mixed, conductors must report the fact to the Superintendent.
40. They must not take loaded cars into their trains without proper way bills.
41. Should a car become disabled or from any cause be left at a station short of its destination, conductors must report the fact by telegraph to the Superintendent, giving number and initials of the car, its contents, destination and why left.
42. Cars or tanks containing oil or other inflammable substance or live stock must in no case be hauled next to the engine or coupled to the caboose when there are other cars in the train. They should be at least five cars from the engine and five cars from the caboose.
43. In doing work at stations conductors must obey the instructions of the agent in placing cars, etc. If the agent's orders are unreasonable the facts must be reported to the Superintendent.
44. In switching at stations and in yards where it is necessary to disturb cars that are being loaded or unloaded, great care must be taken to warn all persons in the vicinity of the same and opportunity given them to get away from the cars and out of danger before the cars are moved. When cars are so moved, they must be returned to the same position as found.
45. Conductors and engineers on the road, when overtaken between stations by such storms or indications of high water which will cause damage, will proceed with great caution, keeping their trains under complete control and at such speed that they can be stopped after coming in sight of any obstruction or damage to track in time to prevent accident. They will also stop and examine bridges and culverts or other places liable to be damaged by high water, and if they find any indications of danger from proceeding with their trains, will, on arrival at the first telegraph station, call up the agent or operator and report to the office of the Superintendent for instructions, and will not proceed until such instructions are received.
46. All trains must be run under the supposition that an irregular train is liable at any moment to overtake them on any part of the road.
47. They must keep a memorandum book in which to note data of any occurrence important to remember, and all the details of consequence connected therewith.

### YARDMASTERS.

48. Yardmasters report to and receive their instructions from the Superintendent.
49. They have charge of the yards where they are located, the men employed and movement of trains and cars therein.

50. They must see that the yard is kept in good order; that cars passing are properly inspected and that all cars requiring heavy repairs are promptly sent to the shop or repair track when so marked. They must decline to receive all improperly loaded cars from connecting lines.

51. Yardmasters will be held responsible for the proper position of their switches, which must be set for all trains. This will not relieve enginemen from blame for running through an open switch. All main line switches in yards must invariably be set and locked for main track. Inside switches must be left as found.

52. They must see that trainmen and engines are ready for duty at the appointed time with the necessary signals and other appliances; that trains are made up promptly and in a proper manner, and leave at the appointed time.

53. They must not permit a train to start with an engineman, conductor or other trainman who is under the influence of liquor or unfit for duty, nor fail to report such occurrences at once to the Superintendent.

54. They must report to the Superintendent, all disobediences of rules coming under their notice.

55. They must also perform such other duties as may be assigned to them.

55a. As it is frequently necessary to switch and shift cars at both ends of tracks in yards and elsewhere at the same time, Trainmen, Yardmen, Switchmen, Enginemen, and all other employees engaged in such work, or who may be affected by the same, are hereby notified and required before doing such shifting or switching to protect themselves and their fellow-employees, by first ascertaining whether work or shifting is being done on or from the opposite end of the track, and if so, notify the crew or employes so at work of such shifting or switching, and to adopt such further measures as may be necessary to avoid accident. And all men at work at either end of, or on such track must also at all times exercise due care to avoid injury from the movement of engines or cars upon, or from the end of such track opposite to the one on which they are so at work.

Cars and engines must not be moved on such tracks at an excessive rate of speed, and men working at either end of track must carefully watch the signals of men, and movement of cars and engines at the opposite end in order to protect themselves from danger.

#### BRAKEMEN.

56. While on the trains brakemen are under the direction of the conductor. It is their duty to attend to the brakes; be provided with, take care of and properly display train and danger signals, assist the conductor in loading and unloading freight, in inspecting the cars and in all things necessary for the safe and prompt movement of the train; attend to the lighting, heating and ventilation of the cars; open and close the car doors and assist the conductor in the proper disposition of passengers and in preventing them from riding on the platform or in any way violating the regulations provided for their safety; in preserving order, and in all things requisite for the comfort of the passengers.

57. Trainmen must examine and know for themselves that the brake-shafts and attachments, ladders, running boards, steps, handholds and other parts and mechanical appliances which they are to use are in proper condition; if not, report them to the proper authorities, that they may be put in order before using.

58. Brakemen on passenger trains must ride on the platforms when approaching railroad crossings, draw bridges or other hazardous places and when approaching and leaving stations, and be ready to apply the hand brakes should the air brakes fail to work promptly.

59. Where the rules require it, they must immediately protect the train as provided in Rules 99 and 101, without waiting for signal or instructions to do so.

60. A brakeman, when riding on the engine, must obey the engineman's instructions in all matters relating to the protection of the train.

At junctions where trains leave in different directions the conductor must cause to be announced distinctly in each passenger car before starting the direction the train is to go and the principal stations on the route.

61. The signal cord must not be detached nor markers taken down while the train is in motion.

#### ENGINEMEN.

62. Enginemen in all matters pertaining to the movement of trains or the discipline of the service are under authority of the Superintendent. In all matters relating to mechanical questions they are under the authority of the Master Mechanic.

63. The engineman is jointly and equally responsible with the conductor for the safety of his train and the movement of the same in strict compliance with the rules, and he must decline to obey any orders which involve peril to his train or violation of the rules. When there is no conductor, or he is disabled, the engineman will have charge of the train, and must be governed by the rules prescribed for conductors.

64. They must report for duty at the appointed times; see that the engine is in good working order and furnished with the necessary tools, stores and supplies; give checks for fuel and stores received and assist in switching and making up their trains when necessary.

65. They must have a copy of the latest time table and a full set of signals; and must examine the bulletin book and compare time with the conductor of the train before starting on each trip.

66. They must exercise caution and good judgment in stopping and starting the train, and in moving and coupling cars, so as to avoid disturbance to passengers and injury to persons or property, and must avoid all unnecessary jerking; keep a constant lookout on the track for danger signals and obstructions; stop and inquire respecting signals not understood and report any neglect of duty observed.

67. Before leaving a terminal station the engineman must apply the air brakes and allow them to remain on long enough for the inspectors or trainmen to see that they are in perfect working condition throughout the train, and when cars have been attached or taken out the brakes must again be applied to know that they are in working order before proceeding on the trip. In making regular stops brakes must be applied in such a manner as to avoid discomfort to the passengers or injury to the equipment. Enginemen must also know that the air signal is in proper working order.

68. Enginemen must test the air brakes at least one mile before reaching railroad crossings, and before going down heavy grades and other hazardous places, and in case they do not hold must at once signal for brakes. Such test to be made by applying the brakes with sufficient force to ascertain whether they are working properly. When the conditions are such as do not require shutting off steam it should not be done.

69. When a passenger train runs by a station or other stopping place, the engineman must give the back-up signal and receive a signal from the conductor before backing up the train. Great care must be exercised in backing the train to avoid injury to passengers or others by a sudden or unexpected movement.

70. Except when absolutely necessary, locomotives must not be left standing within 100 feet of any street or road crossing; and enginemen must be particular to see that there is no unnecessary escape of steam from the cylinder cocks or safety valves or anything that will cause the frightening of horses at such crossings.

71. Under no circumstances must enginemen allow ash pans or front ends to be cleaned out in front of station buildings, over switches, frogs, bridges, trestles or near sawmills and other industries located on or adjacent to the right of way. Care must be taken to dispose of ashes and cinders in such a manner as will not cause damage to the track or other property.

72. Enginemen must not allow any person to ride upon the engine except the Superintendent, Chief Dispatchers, Roadmasters, Superintendent Motive Power, Master Mechanic, Linemen, Section Foremen, Conductors and Brakemen in the dispatch of their duties, without an order from the Master Mechanic, Superintendent or Superior officer.

73. Enginemen must use great care to avoid striking live stock. All live stock killed or injured must be reported to the Claim Agent as soon as possible after each trip. The prescribed form must be used for this report, and all questions answered in full.

74. They must not move any train or engine at night without a light in front and one in the rear. If an accident should happen to the headlight a lantern must be used to take its place.

75. While running after dark they must have in their cabs, where it cannot be seen by passing trains, a red lamp, lighted, in good burning order, with three torpedoes attached thereto, to be used to signal approaching trains in case of danger.

76. Enginemen are not permitted to change engines while on the road, except in case of accident or sudden illness, when such change must be made through the proper officer.

77. When their runs are completed at other than terminal stations, they must not leave the vicinity in which they are stationed without permission from the proper officer.

78. They must instruct their firemen in all their duties, especially as to economy in firing and the use of supplies.

79. They will be held responsible for their fireman's conduct, and must report any inefficiency to the Master Mechanic.

80. Enginemen on freight trains must look back frequently while running to see that all is right.

81. Enginemen will be particular to have their ash pans closed while crossing all bridges and trestles. They will not use steam while passing cotton on platforms when possible to avoid it.

82. They should observe whether watchmen and brakemen are at their posts, and report to the Superintendent any neglect of duty that may come to their notice. They must also report the absence of lights at switches where such lights should be shown.

83. They must not permit the fireman to operate the engines except in an emergency or upon an order from the Master Mechanic.

84. They must not leave their engines while on duty except in case of necessity, and then the fireman, or some competent person must be left in charge.

85. Firemen must study the engine with a view to understanding its working, and especially how to economize in fuel, oil, waste and other supplies.

86. Firemen, when running upon the road, must keep a constant lookout ahead when not engaged in firing and give notice to the engineman of any signals or indications of danger.

87. Firemen must be familiar with the train rules that apply to the protection of their trains; must understand the use of all signals and be prepared to use them promptly when required.

#### LINEMEN

88. Linemen are responsible for the proper care of the poles, wires offices, instruments and batteries, tools and battery supplies furnished for use in their territory.

89. They will keep the Chief Dispatcher advised of their whereabouts at all times and obey his orders concerning wire trouble.

90. They will make proper inventory and report of service on the blanks furnished and see that operators practice economy in the use of battery material.

91. They will keep a correct diagram of the lines in their charge and in the event of change being made will at once forward correct diagram to the Chief Dispatcher.

92. When all wires are down they will first repair one that can be used for train service. In such cases they may call on other departments for assistance.

93. They will send all instruments not in use to the Chief Dispatcher, with tags showing from what offices they came.

94. They must see that at least twenty feet of main line wire is left with each section foreman.

95. They must, once a month, examine the office wires and instruments at each telegraph office, tightening all loose screws and putting in proper order all bad joints or loose wires.

96. Immediately after repairing a break in the wires or removing an obstruction therefrom, they must report on the proper form to the Chief Dispatcher the locality and the cause of the same.

97. They must maintain in good condition such main line and local batteries as the Chief Dispatcher may designate, being careful to see that there is no waste.

They must carefully preserve old copper and zinc and other material gathered from local and main batteries, and make proper report of such material to the Chief Dispatcher.

#### TELEGRAPH OPERATORS.

98. Telegraph operators will report to and receive instructions from the Chief Dispatcher.

99. Their first duty is to familiarize themselves with and obey the rules of the company in which, either wholly or in part, the telegraph service is concerned.

100. Operators having in connection with the telegraph other duties to perform must attend to those of the telegraph first.

101. They must exhibit a courteous disposition at all times in and about the offices and over the wire, avoiding all unnecessary conversation; be polite to all and prompt in furnishing proper information to those entitled to it. Contention for circuit, the use of profane, obscene or ungentlemanly language over the wires or in and about the company's offices is positively prohibited.

102. The telegraph is a confidential service, and operators must not make known the contents of messages which they receive or send or overhear. No one but officers of this Company, linemen and such operators and students as are regularly employed by the officers of this department will be allowed access to the telegraph instruments or business.

103. Operators must see that all signals under their charge are in good condition and that signal lamps are filled and lighted at the proper time.

104. They must keep a red light burning from one hour before sunset until one hour after sunrise to use should the fixed signal fail to work. During heavy sleet or snowstorms or fogs they must use torpedoes in addition to the fixed signal.

105. At a station where there is no night operator, the day operator, on leaving for the night, must place in the window where it can be read from the outside a card showing where he can be found during the night. Day operators must not close their offices for the night without giving notice to and receiving permission from the Train Dispatcher.

They must not leave the vicinity in which they are located, even after regular hours, without special permission.

106. At offices where two or more day operators are employed at least one of them must remain on duty at meal hours.

They will ordinarily be allowed one hour for meals. In cases of necessity they will be expected to restrict themselves to a shorter time.

107. They must not be permitted to exchange places with each other nor leave their offices in charge of substitutes without permission from the Chief Dispatcher. When permitted to do so they must make the substitute fully acquainted with the business of their office and all their duties before leaving. An operator upon being relieved must take a receipt from the operator relieving him for all undelivered train orders and other important business for transmission or delivery.

This receipt must show the numbers of orders and messages received for and the time of relief. If there are no orders or messages on hand at the time of relief a note of the fact must be made in writing, which must be signed by the relieving operator.

108. They will report the state of the weather, in cases of rain, snow, fog or severe storm in their vicinity, day or night, to the Train Dispatcher.

109. They must see that there is no delay in the transmitting of telegrams from conductors, giving the number of passengers desiring meals.

110. The proper place for an operator when trains are due or standing at a station is in the telegraph office unless the company's business requires his presence elsewhere. At intermediate stations passing trains should be watched for telegrams that officers of the company may desire to leave.

110a. Operators must block trains the required time apart, as provided in Rules 89 and 91, by turning train order signal immediately after caboose or rear of train has passed same, three hundred (300) feet, unless otherwise directed; and must keep a full set of signals in good order, and always ready for immediate use, and use them strictly in accordance with the rules, and observe the rear of trains and report at once to the Superintendent if signals are not displayed as prescribed in rules 17, 19, 20 and 21.

111. They must, in transmitting, write firmly, space carefully and take every precaution to guard against mistakes.

112. They must regulate their speed of transmission to suit the capacity of the receiving operator, avoid breaking or possibility of error, and consequent loss of time.

113. They must sign their office call after every three successive calls, and must ordinarily give up the circuit after having called nine times.

114. To prevent delays, errors and confusion caused in transmitting initials for address and signatures in telegrams, they must insist on both being written in full, and they must be so transmitted and copied by the receiving operator. Operators will wire notice of failure to deliver any message to originating office, giving reasons.

115. Operators will use great care in adjusting, especially in bad weather, never opening a key until satisfied the wire is not in use.

116. In case of any trouble on the wires operators must quickly look for its whereabouts and be sure that it is not in their offices. They must render all possible assistance to circuit managers or others in testing for such trouble.

117. When circuit is open for more than three minutes they will use ground wire to report to Dispatcher's Office, and will receive their instructions. If the line continues open they will test frequently in this manner until it is "O. K."

Operators are not allowed to ground wires except as above.

118. Operators must show upon all messages transmitted to what office sent, day, month and year, the sending and receiving and time filed which will be transmitted; and upon all messages received from what office received; sending and receiving operator's private signal; time of receipt, time filed and day, month and year.

119. Verbal messages must not be sent when possible to avoid it. All communications should be in writing.

120. Requisitions must be carefully made and articles fully described. Supplies must be used with economy, and must not be transferred from one office to another without permission from proper authority.

121. Articles must not be placed behind the switchboard, nor inflammable articles within ten inches of the office wires. Office wires and instruments must not be allowed to become damp.

122. Operators must see that their offices are kept in a neat and orderly condition. They must keep their instruments free from dust and in good working order.

123. No private lines or instruments will be allowed on the company's premises without permission of the Chief Dispatcher.

124. Operators must make daily examinations of their offices to see that no loose connections exist.

All binding posts, connections and cut-out plugs must be kept tight.

125. Local batteries must be kept clean and no dampness must be allowed on the space between the cells, nor on the floor beneath them. Batteries must be cleaned and renewed at such times as will least interfere with business.

126. Operators will receive all messages offered them by other offices, but will refer to the Chief Dispatcher by letter all that appear unnecessarily long or that might have gone by train mail without detriment to the company's interest, that should have borne checks or have been sent to some other office.

127. In case of accident, no account or message respecting it, other than regular tariff business, must be sent, unless to an officer of the company, signed by an agent, conductor or other authorized person, nor must the accident be made the subject of conversation or remark over the wire or otherwise. Particulars for the public or for publication will be furnished only by an officer of the railway or upon his authority.

128. Instruments will be furnished by the Company, and no others will be allowed in the Company's offices.

129. Operators must use necessary precautions to protect their instruments from lightning. They must, however, if possible, notify the Train Dispatcher before "cutting out."

130. They must "cut out" their instruments from the circuit before leaving their offices, and after doing so must examine and test the switches carefully to see that the connections are perfect.

131. They must not accept for free transmission telegrams addressed to the officers or agents of the railway from outside parties, unless such message is an answer to or is received from an officer or agent.

132. No alterations, additions or erasures must be allowed on original messages after transmission, and they must be retained in the files unless called for by the Superintendent or Chief Dispatcher.

133. All railway messages will be carefully filed and preserved for future reference.

When original messages are taken from the files copies must be left in their place, showing disposition of the originals.

134. All operators are informed that this company has contracted to receive, transmit and deliver the commercial or paid business of the Postal Telegraph & Cable Company at all its offices in accordance with that company's rules and instructions.

The compensation paid by this company covers this service, and operators must give the telegraph company's business careful and proper attention.

135. But one private signal of the same kind must be allowed in any office, and no operator must change his private signal without permission from the Chief Dispatcher.

136. The sending operator will give his letter and office call before beginning a message, and will make a period after the signature and before signing his office call.

137. The receiving operator will copy exactly in the order sent, and will give his letter after "O. K." and before signing his office call.

138. When practicable operators must require persons leaving messages at their office for transmission to read them aloud before they are sent.

139. No changes will be made in offices, wires or instruments without the approval of the Chief Dispatcher.

140. Messages for delivery on trains (unless for trainmen) will in all cases be inclosed in sealed envelopes.

141. Sending operators must note on delayed messages or on call sheets the cause of delay and the time of each call.

All messages delayed materially (unless for an office which is closed) will be referred to the Chief Dispatcher.

142. The following symbols will be observed. The individual signals must not be used unless authorized by those to whom they belong or for answers to messages sent under signals. Signals on messages and answers thereto must be sent and copied at the beginning of such message by sending and receiving operators:

"Time"—Must not be interrupted.  
 "31" or "19"—Train orders.  
 "91"—President. Has preference over everything except "Time."  
 "95"—General Manager. Has preference over everything except "91" and "Time."

"Wire"—Used only by those authorized to test wires and for that purpose only.

"O. S."—Train Report.  
 "1"—Wait a minute.  
 "2"—Important.  
 "3"—Give correct time.  
 "4"—Where shall I go ahead?  
 "5"—Have you anything for me?  
 "7"—I have business for you.  
 "8"—Adjust, you are breaking.  
 "13"—I understand.  
 "12"—What is the trouble?  
 "25"—I am busy on another circuit.  
 "34"—For you and others.  
 "134"—Who is at the key?

#### STATION AGENTS.

143. They report to and receive their general instructions from the Superintendent. They will also comply with instructions issued by the Traffic and Accounting Departments and by the general officers in matters connected with their official duties.

144. Station agents, who also act as agents of any express or other company, must give preference to the duties of the business pertaining to this company.

145. They have charge of and are responsible for the company's books, papers, buildings, sidings and grounds at their respective stations, and are also responsible for property intrusted to the company in the transaction of business.

146. They shall see that no one occupies any part of the station grounds with any kind of structure without permit or lease in writing, signed by the President or General Manager of the company, specifically describing the space to be occupied, and not until such space shall have been staked out under authority of the company's Division Engineer.

147. They will be furnished copies of all leases and permits allowing the use of space on the company's grounds at their stations, and they must see that all requirements of the same relating to space to be occupied, or to the mode of doing business thereon, or to precaution against fires, are strictly observed.

148. They must inspect their station buildings and grounds daily and see that they are in proper condition for the accommodation of passengers and the reception of freight, paying particular attention to the outhouses.

149. They must immediately notify the Superintendent of the condition of platforms or station grounds where passengers are invited which are in such condition that an injury is liable to result to the passenger.

150. They must exercise a general supervision over all persons employed at their stations and enforce quiet and order in and about them, and must see that their subordinates are respectful and courteous in their intercourse with the public.

151. They are required to know that operators are at their posts at the proper time, conduct themselves becomingly, attend to their duties and that they keep at hand the necessary signals in order and ready for immediate use.

152. They must make themselves acquainted with the business interests of the people among whom they are situated, and must use all proper means to secure traffic, and act at all times with a view to accommodating the public and promoting the best interests of the company.

153. The Company's business affairs must not be divulged except to the proper officers of the company.

154. They must see that the freight and passenger tariffs, time tables and all notices to passengers are neatly posted in conspicuous places in the stations.

155. They are expected to take pains supplying to passengers all information concerning time and connections of trains. They must see that the company's advertising matter is properly displayed and that it is of the issue in force.

The posting of all other advertising matter on the company's premises is prohibited except when specially authorized by proper authority.

156. They must regulate the places where hacks, omnibuses and other vehicles shall be allowed to stand and where the drivers thereof and persons representing hotels or other persons not in the employ of the company shall remain while on the company's premises, and any person not conforming to such regulation must be removed.

157. All loiterers, disorderly and riotous persons interfering with the comfort or convenience of passengers or with the employes of the company in the performance of their duties must be removed from the premises.

158. Where lamps are furnished for switches, agents, unless otherwise ordered, must light them at sunset and keep them burning until after sunrise. They must not allow switches to be unlocked except by trainmen, road department foremen or other authorized employes, who are intrusted with keys.

159. They must know that all cars standing on sidings are entirely out of the way of passing trains, and in no case must they allow cars to remain on sidings without the brakes are properly set, and if the brakes are out of order the wheels must be blocked.

160. They must see that street crossings and sidewalks are not obstructed by cars standing on sidings, and that cars are not moved by unauthorized persons.

161. They must not accept cars from foreign roads until such cars have been properly inspected.

162. All unnecessary cards must be removed from cars before they are permitted to leave a station. Care must be taken not to remove junction or car inspectors' cards.

163. Care must be taken to avoid unnecessary car mileage. Cars must not be furnished for small lots of freight which can be loaded into way cars without unreasonable detention of train.

164. Before loading cars agents must examine them and see that they are in a fit condition to receive the class of freight to be loaded.

165. Cars loaded with merchandise or freight likely to be stolen must be locked or sealed as soon as loaded. End doors and top hatches must be secured on the inside.

166. In loading timber on two or more cars the cross pieces on which the timber is to rest should be at least six inches thick and eight inches wide, and be placed in accordance with prescribed regulations. The object being to distribute the weight as nearly as practicable, equally on the different trucks, and permit the cars to curve freely.

167. Agents must see that cars are loaded and unloaded promptly, and use great care to avoid detention of cars, and must see that they are promptly forwarded on the proper trains and report conductors of trains refusing to take them.

168. Agents must attend to the loading of all freight, whether loaded by employes or shippers, to see that it is safely and properly stowed, so that it will not sustain damage in transit by falling or by other freight falling upon it, or from its near position to oil or other contaminating substances. In unloading freight the same care must be observed. They must not permit cars to be overloaded or unevenly loaded, nor allow any article to be loaded on the roofs of cars.

169. They must see that all freight after being unloaded is promptly removed into the warehouse. Freight or other material must not be left on the platforms so close as to come in contact with passing trains.

170. Scales that are out of order must be promptly reported to the Superintendent.

171. They must not sell tickets to persons who are not in a condition to take care of themselves (unless accompanied by some one who is competent to take care of them), or whose conduct might endanger their own lives or jeopardize the comfort or safety of other passengers on the train.

172. Whenever any company material in car loads is received at any station for which there is no disposition, agent will report same to Superintendent at once by wire, giving contents and any other information he may have, so that it may be arranged to have unloaded promptly.

173. Agents must keep the doors of their freight houses closed and securely locked at all times when they or their men are not in the house. They will not allow teamsters or other persons to take away freight unless the delivery is made in the presence of the agent or his representative.

#### AIR BRAKE RULES.

1. A freight train must not leave its initial station except with all of the cars equipped with air brakes in working order and in use.

2. All of the available air brake cars must be connected and in use. When necessary to cut out air brakes on account of defects or otherwise, it must be done at the cross-over pipes, not at the angle cocks, so as to give a straight train line and obtain the benefit of air brakes in case of train parting. When it is not practicable to cut out at crossover pipes, car must be switched out and placed with the non-air cars.

3. Enginemen must be notified by the trainmen and know before commencing trip, the total number of cars in the train and the number of air brake cars in use.

4. Conductors and enginemen will be held equally responsible for knowing by personal examination that the brakes upon their trains are in good working order at all times.

5. Air brakes must be tested by applying and releasing brakes from engine before starting from terminal stations, and at all other places where engine or cars have been detached, or hose couplings separated.

6. After all couplings have been made on a passenger train, the engineman will be instructed to apply the brakes; the brakeman or car inspector will then pass to the rear of the train, noticing that the brakes are properly applied to each car. Four taps of the signal bell, or a like number of sounds of the air whistle signal will be given from the rear platform, as notice to the engineman to release brakes; the brakeman or car inspector will then pass to the engine, noticing brakes to see if they properly release. If so, he will notify the engineman that the brakes are working all right. Should the brakes on any car fail to work properly, immediate steps must be taken to put them in order before starting the train. Conductors must personally know that the above test has been made at all terminal stations, as well as at any station where hose coupling has been separated.

As an extra precaution, enginemen must apply the air brakes by the "service" application of from ten (10) to fifteen (15) pounds reduction in train pipe, while working steam on locomotive, within three hundred (300) yards of the starting point, after leaving a terminal station, or any other place where the engine or cars have been detached, or hose coupling separated; also at least one (1) mile before reaching end of double track, junctions, railroad crossings at grade, draw-bridges, regular stops, and before descending heavy grades.

7. Enginemen must use the brakes carefully to avoid injury to passengers or freight. They must not use the emergency application unless it is really necessary; and must be especially careful to apply brakes moderately when train is moving slowly.

8. The conductor's valve must never be used except in case of emergency, and when it is used, should be held open until it is certain that the engineman has noticed the application of the brakes and put his valve on "lap."

9. When there are sufficient air brake cars in service in a freight train to properly handle it, the engineman will be held responsible for "service" stops, but trainmen must be ready to assist in stopping train, if called upon. This will not relieve trainmen from being in their assigned positions on train, as required, by the Rules and Regulations.

10. When an engine has been coupled to a freight train, and the gauge shows a sufficient pressure in train pipe, the trainman or inspector making the test will request the engineman to apply the brakes, and will then go to each car and observe the piston to see that the brake is set. When the last air car is reached, if the brakes are set properly, he will give a signal to the engineman to release the brakes, and the person making the test will then examine each car to see that the brake releases, and on arriving at the engine, will report to the engineman the number of brakes in good working order. If any brakes will not release, or have leaks or broken rods, or other defects which render it necessary, they must be cut out by closing stop-cock in branch pipe, and then bled, to insure that they will not stick. Opening the stop-cock at rear of car is not a reliable test of the brakes, and is strictly forbidden.

11. Brakemen of freight trains will be expected to couple air-hose in making up trains at terminal points, and have train in readiness to test air when engine reaches train. They will begin invariably at rear end of train and see that stop-cock in train pipe at rear of last air car is closed, and all other stop-cocks in train pipe at the end of cars are open; that the hose are all coupled; that the stop-cock in branch pipe of each car is open, the handle of pressure-retaining valve on each car is turned down, and all hand brakes released, unless they are needed to hold the cars while making up train.

12. Enginemen on taking their engines at terminals must start the air pump in time to have a full pressure of air in main reservoir, on reaching train, so that they may charge train promptly and test brakes, as outlined above, without delaying the departure of the train.

13. To provide against breaking in two and running together, all air cars in train must be coupled up and working. The non-air piped cars should be scattered through the train, and not bunched together in any one place. If the air reaches through to cabooses, the caboose brake must be promptly coupled up and working. Any defect in caboose brake must be promptly reported. When the train is out between the air cars, or breaks in two, or additional cars are put in between the engine and the last air car, the brakes must be tested from the engine, as directed above, before proceeding.

14. If air brakes are found to be inoperative, the cause should be ascertained immediately and no further dependence placed on them to make stops, until proved to be efficient by a test, as outlined above, that they are working.

15. The trainmen must watch carefully for any indication that brakes are not working on all air cars.

16. With freight trains partially equipped with air brakes, the engineman, after shutting off steam, must first allow the slack of train to run in against the engine, and then apply the brakes gradually by five (5) pounds reduction, allowing ample time for any slack that may not yet be taken up to close in, before another reduction is made. This will avoid rough handling of that portion of train not equipped with air brakes. In all cases the brakes must be applied carefully in order to prevent shocks and damage to cars and lading.

17. In applying brakes to steady train upon descending grades, enginemen will use great care to keep the slack of train taken up, release the brakes where the grade or curves will keep train together and apply brakes where grade might allow slack to run out. No excuse will be accepted for rough handling of train.

18. When brakes are released at foot of grades, ample time must be given for air to release and slack to run out before using steam.

19. When brakes are cut out, Conductors will so advise enginemen.

20. Brakes must be fully released on the entire train before detaching engine.

21. The air should be fully released on cars set out from trains on sidings and hand brakes securely set.

22. When uncoupling cars or engines, the brakes must be first released both angle cocks closed and the couplings parted by hand.

23. Enginemen must have extra hose and couplings on engine. Trainmen must have extra hose and couplings in cabooses and baggage cars.

24. Conductors must report to Inspectors any car not in working order.

25. Air brake hose on freight car equipment, when not in use, should be allowed to hang down. Air brake hose on passenger equipment when cars are not in service or hose coupled up should be hung up in dummy hooks.

#### INSTRUCTIONS TO EMPLOYEES RELATIVE TO PERSONAL INJURIES.

1. IN ALL CASES OF ACCIDENT WHERE AN EMPLOYEE OR OTHER PERSON IS INJURED at once notify the Superintendent of the same, by telegraph, on Form 185 signed by every member of train and engine crew and place the injured person in the care of the nearest Company Surgeon as soon as possible. In case of Passenger train accidents, reports are to be made on Forms 96 and 97 in addition to Form 185.

2. When the injured person is able to be moved take or send him to the nearest Company Surgeon in the direction in which the first train is going, and notify the Company Surgeon of his coming and the character of his injury.

3. In case the injured party cannot be moved, place him in the care of the nearest Local Agent, who will take charge of him, and at once notify nearest Company Surgeon.

4. NO SURGICAL OPERATION MUST BE PERFORMED UNTIL THE ARRIVAL OF THE COMPANY SURGEON, unless it may be required for the immediate safety of the patient.

5. In cases of accident when a number of persons are injured, procure at once the services of competent surgeons in the immediate vicinity, and give every attention and care to the wants of the injured. Notify immediately Company Surgeons in each direction and the chief officers of the road by wire, giving particulars, number of persons injured, and what is required for their relief.

6. TRAMPS, BOYS AND OTHER PERSONS NOT EMPLOYEES, INJURED BY THEIR OWN CARELESSNESS, IN JUMPING ON OR OFF TRAINS, MUST BE SENT TO THEIR HOMES, OR PLACED IN CHARGE OF LOCAL RELIEF AUTHORITIES.

7. In case of personal injury resulting in death of any person, notify Coroner at once, and await the direction of the Superintendent, as regards disposition of remains.

8. Stretchers for the convenience of injured and sick persons are to be found on all train baggage cars, and at all stations where Company surgeons are stationed.

9. In case an employe is injured between cars, the numbers and initials of the cars must be included in accident report and cars set out at first station for inspection.

#### REGULATIONS CONCERNING THE HANDLING OF UNITED STATES MAILS.

The handling of United States mails will take preference over express and baggage.

Agents must carry the United States mails between mail cars and the postoffice when within the legal limit, 20 rods, and at junctions attend to the transfer of mails, if these services are not otherwise provided for.

Mails must not be allowed to remain on cranes, trucks or platforms unguarded, or where they will be liable to depreciation or to damage by the elements; and they must be dispatched to the postoffice, when such service is performed by the railroad company, or placed aboard the proper trains without delay.

When for any reason a mail bag is carried by or left short of destination, or is otherwise improperly delivered, notice must be sent to the Superintendent by wire immediately, and the mail sent to the proper destination by first mail train.

