

INDIANA HARBOR BELT RAILROAD

GENERAL ORDER 101

EFFECTIVE 0600 APRIL 1, 2020

A. General

General Order 101 will supplement GCOR 7th Edition dated April 1, 2015. All IHB employees and foreign line crews must have a copy of all General Orders while operating on IHB trackage.

GCOR 8th Edition, effective April 1, 2020 and GCOR 8th Edition Transition Guide are in effect April 1, 2020. In lieu of printing and distributing the GCOR 8th edition rule book, IHB has elected to print and distribute the GCOR 8th edition Transition Guide. Employees are required to keep and maintain GCOR 7th edition dated April 1, 2015; make appropriate notations and strikethroughs throughout the GCOR 7th edition; and retain the supplemental General Order for reference until cancelled.

B. GCOR Rules Not Adopted as changed within this General Order, the 7th edition version will remain in effect:

1. **6.32.2 Crossing Warning Devices (Highway/Pathway – Rail Grade Crossings)**, new item E will not be adopted at this time as IHB is not fully equipped with such devices. IHB will adopt the remainder of the new rule.
2. **7.10 Movement Through Gates and Doorways**, the last sentence of the 7th edition will remain in effect.

GCOR

General Code of Operating Rules

Transition Guide

**This guide contains changes from the
GCOR Seventh Edition to the
GCOR Eighth Edition
in effect April 1, 2020**

**These rules govern the operation of the adopting
railroads and supersede all previous GCOR rules and
instructions.**

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1.0 General Responsibilities

No rule changes in Chapter 1.

2.0 Railroad Radio and Communication Rules

The following rules in Chapter 2 are changed, added or deleted:

2.21 Electronic Devices

In part C., the sixth bullet under the second paragraph is changed to read:

C. Railroad Supplied Electronic Devices

Railroad operating employees may use railroad supplied electronic devices to send or receive work related information with:

- Railroad supervisors.
- Railroad customers.
- Railroad dispatchers.
- Railroad customer service employees.

or

- Other railroad employees as necessary in the performance of their duties.

Railroad operating employees must not use a railroad supplied electronic device for purposes other than which it was intended or while:

- Operating the controls of a moving locomotive.
- On the ground within 4 feet of any track.
- On the ground and engaged in an active switching operation.
- Riding rolling equipment during a switching operation.
- At the controls of the locomotive and any other employee is assisting in the preparation of the train, engine(s), or on-track equipment, including testing of railroad equipment or brakes.
- Inside or outside the controlling cab of a locomotive, train or on-track equipment, unless there has been a safety briefing and all crew members agree that it is safe to do so.
- Verbally obtaining or releasing mandatory directives when railroad radio communication is available.

Railroad authorized electronic devices may be used in the body of a business car or passenger train for railroad business when it will not interfere with an employee's performance of safety related duties.

3.0 Section Reserved

No rule changes in chapter 3.

4.0 Timetables

No rule changes in chapter 4.

5.0 Signals and Their Use

The following rules in Chapter 5 are changed, added or deleted:

5.3.3 Signal Disappearance

The rule is changed to read:

When using hand signals to control backing or shoving movements, stop the movement if the person giving signals or a light being used to signal disappears from view.

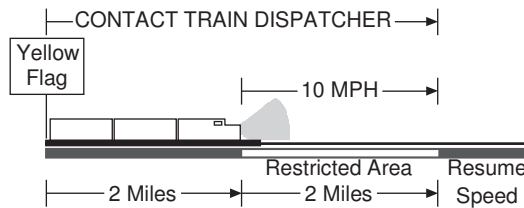
5.4.2 Display of Yellow Flag

Part B is changed to read:

B. Restriction Is Not In Effect

When a yellow flag is displayed and no restriction is in effect as specified by a mandatory directive, once the train is 2 miles beyond the yellow flag, crew members must:

1. Continue moving the train not exceeding 10 MPH.
2. Resume speed only after:
 - a. The crew has received a mandatory directive associated with the yellow flag.
 - b. The rear of the train has passed a green flag.
 or
 - c. The rear of the train has traveled 4 miles beyond the yellow flag and the train dispatcher has verified that no mandatory directive specifying a temporary speed restriction is in effect.



[Diagram C.]

5.4.4 Authorized Protection by Yellow or Yellow-Red Flag

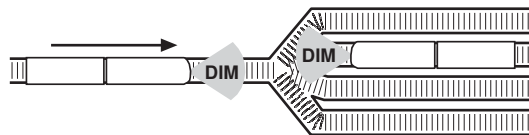
5.4.4 Rule title, rule and diagram are deleted entirely:

5.9.1 Dimming Headlight

The rule is changed to read:

Approaching public crossings at grade with engine in front, the headlight must be on bright at the crossing sign. If no sign, or if movement begins between sign and crossing, the headlight must be on bright soon enough before the crossing to provide warning. Except when the engine is approaching and passing over a public crossing at grade or when necessary to improve visibility, dim the headlight during any of the following conditions:

1. At stations and yards where switching is being done.



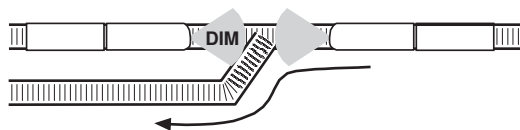
[Diagram A.]

2. When stopped close behind a train.



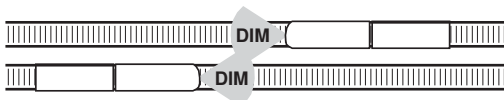
[Diagram B.]

- When stopped on the main track waiting for an approaching train. However, when stopped in block system limits, turn the headlight off at the radio request of the crew of an approaching train, until the head end of the train passes.



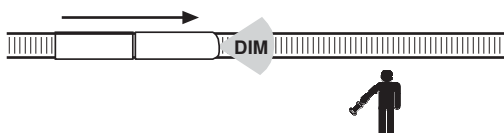
[Diagram C.]

- When approaching and passing the head end of a train at night.



[Diagram D.]

- At other times to permit passing of hand signals or when the safety of employees requires.



[Diagram E.]

- When left unattended on a main track in non-sigaled territory.

5.9.4 Displaying Headlights Front and Rear

The rule is changed to read:

When locomotives are moving, crew members must turn on the headlight to the front and, if possible the rear, but may dim or extinguish it on the end coupled to cars.

5.13 Blue Signal Protection of Workmen

A. What a Blue Signal Signifies

Number 5 is changed to read:

A blue signal signifies that workmen are on, under, or between rolling equipment and requires that:

- Rolling equipment must not be coupled to or moved, except as provided in "**Movement in Engine Servicing Area**" and "**Movement in Car Shop Repair Area**" of this rule.
- Rolling equipment must not pass a blue signal on a track protected by the signal.
- Other rolling equipment must not be placed on the same track so as to block or reduce the view of the blue signal.
 - However, rolling equipment may be placed on the same track when it is placed on designated engine servicing area tracks or car shop repair area tracks, or when a derail divides a track into separate working areas.
- Rolling equipment must not enter a track when a blue signal is displayed at the entrance to the track.
- Controls or devices on rolling equipment that could affect equipment movement must not be changed or operated unless directed by individuals who placed the blue signals or by the employee in charge of workmen.

5.13.1 Utility Employees

Additional information added under first paragraph:

This rule outlines the requirements for allowing utility employees to work without blue signal protection. As used in this rule, a Utility Employee is a railroad employee assigned as a temporary member of a train or yard crew.

When performing the following duties, utility employees may go on, under, or between rolling equipment without blue signal protection:

- Set or release hand brakes.
- Couple or uncouple air hoses and other electrical or mechanical connections.
- Prepare equipment for coupling.
- Set wheel blocks or wheel chains.
- Conduct air brake tests to include cutting air brake components in or out and position retaining valves.
- Inspect, test, install, remove, or replace a rear end marker or end of train device.

6.0 Movement of Trains and Engines

The following rules in Chapter 6 are changed, added or deleted:

6.2 Initiating Movement

Rule is changed to read:

Before initiating movement on a main track or controlled siding, a crew member must:

- Receive track bulletins affecting their movement.
- or
- Determine from the train dispatcher or yardmaster if any track bulletins are needed.

When taking charge of a train which has been left standing on a main track or controlled siding without a crew, contact the train dispatcher (or other supervisor in charge of train movements when train dispatcher does not authorize movements) for permission to proceed before moving the train.

6.3 Main Track Authorization

The first bullet under “Joint Authority” is changed to read:

Joint Authority

When a train or employee receives authority joint with employee(s), the train or employee must not occupy the overlapping limits until:

- Working limits are described and permission is received to enter the overlapping limits from the employee(s) listed on the authority. When possible, attempt to obtain permission must be made at least 2 miles in advance of the limits.
- or
- Advice is received from the train dispatcher or control operator that the employee(s) have reported clear of the limits.

6.21.1 Protection Against Defects

The rule is changed to read:

If any defect or condition that might cause an accident is discovered on tracks, bridges, or culverts, or if any crew member believes that the train or engine has passed over a dangerous defect, the crew member must immediately notify the train dispatcher or proper authority and provide protection if necessary.

6.23 Emergency Stop, Severe Slack Action, or Actuation of Shifted Load or Dragging Equipment Detector

6.23 Title and first paragraph are changed to read:

When a train or engine is stopped by an emergency application of the brakes, severe slack action occurs while stopping, or a train actuates a shifted load or dragging equipment detector take the following actions:

6.32.1 Providing Warning Over Road Crossings

The second bullet is changed to read:

When cars are shoved, kicked or a gravity switch move is made over road crossings at grade, an employee must be on the ground at the crossing to provide warning until crossing is occupied. Make any movement over the crossing only on the employee's signal.

Warning is not required when crossing is equipped with:

- Gates that are in the fully lowered position.
- or
- Flashing lights or passive warning devices (cross-bucks, stop signs, etc.) when it is clearly seen that no traffic is stopped at the crossing or is approaching the crossing. Leading end of shoving movements must not exceed 15 MPH over crossings.

6.32.2 Crossing Warning Devices (Highway/Pathway - Rail Grade Crossings)

6.32.2 Rule title and entire rule are changed to read:

Employees must observe crossing warning devices and report any that are malfunctioning, damaged or missing to the train dispatcher or proper authority by the first available means of communication. Notify all affected trains as soon as possible.

A. Automatic Warning Devices

Under any of the following conditions, a movement must not foul a crossing equipped with automatic crossing warning devices until the device has been operating long enough to provide warning and the crossing gates, if equipped, are fully lowered:

- Movement has stopped within 3,000 feet of the crossing.
- Movement is within 3,000 feet of the crossing and speed has increased by more than 5 MPH.
- Movement is closely following another movement.
- Movement is on other than the main track or siding.
- or
- Movement enters a main track or siding within 3,000 feet of the crossing.

B. Crossing Warning Devices Disabled, Malfunctioning, Damaged or Missing

When notified of crossing warning devices disabled, malfunctioning, damaged or missing, use the following procedures to properly complete movement over crossing:

(Suggested Form):

GCOR 6.32.2 - Crossing Warning Device Condition Notification				
Procedure	Condition	Mile Post	Crossing	Actions
1 <input type="checkbox"/>	Automatic crossing warning device activation failure or disabled.			Stop and protect movement even if devices are seen to be working. Proceed per Rule 6.32.2, Procedure 1.
2 <input type="checkbox"/>	Automatic crossing warning device false or partial activation.			Stop and protect movement, unless devices are seen to be working or otherwise instructed. Proceed per Rule 6.32.2, Procedure 2.
3 <input type="checkbox"/>	Passive crossing warning device damaged or missing .			Stop and Protect movement. Proceed per Rule 6.32.2, Procedure 3.
4 <input type="checkbox"/>	Automatic Horn System (AHS) failure.			Proceed, sounding whistle signal 5.8.2(7) for crossing regardless of AHS indicator status per Rule 6.32.2, Procedure 4.

Note: See GCOR 6.32.2(c) for specific protection requirements when equipped Flagger are present at the crossing.

Movement Procedures

Procedure 1

Crew is notified of an automatic crossing warning system activation failure or devices are disabled:

- Stop before fouling the crossing
- After a crew member is on the ground at the crossing to warn traffic, proceed over the crossing as directed by that crew member.

Procedure 2

Crew is notified of an automatic crossing warning system false or partial activation:

- Stop before fouling the crossing
- After a crew member is on the ground at the crossing to warn traffic, proceed over the crossing as directed by that crew member; or

If devices are seen to be working or when instructed by the train dispatcher or proper authority, proceed over the crossing not exceeding 15 MPH without stopping until the head end of the train completely occupies the crossing.

- The train may then proceed.

Procedure 3

Crew is notified of passive warning device (cross-bucks, stop signs, etc.) damaged or missing:

- Stop before fouling the crossing
- After a crew member is on the ground at the crossing to warn traffic, proceed over the crossing as directed by that crew member.

Procedure 4

Crew is notified of an Automatic Horn System (AHS) failure:

- Sound whistle signal 5.8.2(7) regardless of indicator status.

C. Flaggers

An equipped flagger is a person at a crossing, other than a crew member, who is equipped with a vest, shirt, or jacket of a high visibility color appropriate for daytime flagging such as orange, yellow, strong yellow green or fluorescent versions of these colors. At night, similar outside garments must be retro reflective. The flagger must have a red flag or stop paddle by day and a light at night.

Stopping is not required for procedures 1 through 3 when:

- The crew communicates with a flagger before fouling the crossing and receives confirmation that warning is being provided by at least one equipped flagger who is unable to provide warning in all directions of approaching traffic. Proceed over the crossing not exceeding 15 MPH without stopping until the head end of the train completely occupies the crossing.

or

- The crew communicates with a flagger before fouling the crossing and receives confirmation that warning is being provided by one or more equipped flaggers who can provide warning in all directions of approaching traffic. Proceed over the crossing at maximum authorized speed.

D. Whistle for Crossing

When notified that crossing warning devices are disabled, malfunctioning, damaged or missing; sound whistle signal 5.8.2(7) regardless of any prohibition or presence of flagger.

E. Power Off Indicators

When the power off indicators on the side of signal housings at crossings are flashing or not illuminated, immediately notify the train dispatcher.

7.0 Switching

The following rules in Chapter 7 are changed, added or deleted:

7.10 Movement Through Gates or Doorways

Final sentence of the rule is changed to read:

Before moving engines, cars, or other equipment through gates, doorways, or similar openings, stop to ensure that the gates, doorways, or openings are completely open and secure. When overhead or side clearances are close, make sure movement is safe. Do not ride on side of a car, engine, or other equipment when moving through gates, doorways, or similar openings where close clearance exists.

8.0 Switches

The following rules in Chapter 8 are changed, added or deleted:

8.2 Position of Switches

The fifth bullet is changed to read:

The employee operating the switch or derail is responsible for the position of the switch or derail in use. Movement must not foul an adjacent track until the hand-operated switch is properly lined.

Do not operate switch that is tagged. If the switch is spiked, do not remove the spike unless authorized by the same craft or group that placed it.

Employees operating switches and derails must make sure:

- The switches and derails are properly lined for the intended route.
- The points fit properly and the target, if so equipped, corresponds with the switch's position.
- When the operating lever is equipped with a latch, they do not step on the latch to release the lever

except when operating the switch.

- After locking a switch or derail, they test the lock to ensure it is secured.
- The switch is not operated while equipment is fouling, standing on, or moving over the switch, unless permitted by rules governing spring switches.
- When equipment has entered a track, the switch to that track is not lined away until the equipment has passed the clearance point of the track.

When possible, crew members on the engine must see that the switches and derails near the engine are properly lined.

8.9.6 Approaching a Spring Switch in Non-Signaled Territory

The rule is changed to read:

A train in non-signaled territory must approach the facing points of a spring switch prepared to stop until:

- A switch point indicator shows that the switch is properly lined.
 - A distant signal displays clear.
- or
- PTC display indicates stop is not required.

8.12 Hand-Operated Crossover Switches

The rule is changed to read:

Both switches must be in corresponding position before moving over or through a crossover switch and must remain in corresponding position until movement is complete.

Crossover switches may be out of corresponding position when:

- one crew is using both tracks connected by the crossover during continuous switching operations.
- providing blue signal or inaccessible track protection in Rule 6.14 (Restricted Limits), Rule 6.28 (Movement on Other than Main Track) or non-signaled Rule 6.13 (Yard Limits) territory.
- performing maintenance, testing or inspection in signaled territory.

Crossover switches must be left lined in corresponding position. Crossover switches connected to a main track or siding must be left lined in normal position.

8.19 Automatic Switches

The rule is changed to read:

The location of automatic switches will be designated in the timetable. When movement authority requires a train to stop at an Automatic Switch location, stop must be made before any part of a train passes the signal governing movement over the Automatic Switch.

When the signal that governs movement over an automatic switch displays a Stop indication, the switch must be operated by hand before proceeding.

To operate an automatic switch to enter the siding, a crew member must do the following:

- Stop the leading end of movement within 200 feet of the absolute signal that governs movement over the switch.
- Operate the push button on the signal mast.

After 40 seconds, the signal will display a restricting indication when the switch is lined for movement into the siding.

Operating an Automatic Switch by Hand

To operate an automatic switch by hand, the crew member must stop the train for the signal that governs movement over the switch and then do the following:

- Unlock the switch lock.
- Place the selector lever in the HAND position.
- Operate the hand throw lever until the switch points move when the lever is moved.
- Line the switch for the intended route.
- Do not return the selector lever to the POWER position until at least one unit or car has passed over the switch.

After switch is placed in hand position, signal governing movement over the switch will display Stop indication and movements will be governed by the employee operating the switch.

When the switch is returned to the POWER position and movement over the switch is complete, the switch will automatically return to its normal position.

Entering Main Track. A train that is about to enter the main track and is authorized to proceed must move past the overlap sign. Further movement must not be made until the signal governing movement over the switch displays a proceed indication. If the signal does not display a proceed indication within 5 minutes, a crew member must operate the switch by hand as specified in Rule 9.17 (Entering Main Track at Hand-Operated or Spring Switch), waiting an additional 5 minutes, if necessary.

When automatic switches are operated by hand, all rules governing hand-operated switches apply, except cars must not be dropped over the switches.

9.0 Block System Rules

The following rules in Chapter 9 are changed, added or deleted:

9.5.1 Changing Established Route

The first paragraph is changed to read:

Except to avoid an accident, after a controlled signal has been cleared for a closely approaching train, the control operator must not change the signal to a Stop indication before the approaching train's engineer has confirmed that a Stop indication can be complied with at that location. Do not establish or authorize a conflicting route until communicating with the approaching train's crew and ensuring that the train has stopped clear of the conflicting route.

The control operator must not establish a conflicting route into an occupied block or interlocking limits, or authorize a conflicting movement, unless it is safe to do so.

The control operator must avoid operating the device controlling a switch, derail, movable point frog, or lock when any portion of a train is on or closely approaching the equipment.

9.9 Train Delayed Within a Block

Part B. is changed to read:

B. CTC or Manual Interlocking Limits

Proceed prepared to stop at the next signal until the next signal is visible and that signal displays a proceed indication. When operating in PTC territory with PTC cut in and active, a train may operate in accordance with the PTC display.

9.18 Electrically Locked Switches and Derails

The second paragraph is changed to read:

Special instructions or instructions posted near the switch will govern the operation of switches and derails equipped with electric locks.

Do not open the case door or unlock an electrically locked switch or derail within manual interlocking or CTC limits without:

- Authority on the track to which the switch or derail provides direct access.
- or
- Permission from the control operator or train dispatcher.

10.0 Rules Applicable Only in Centralized Traffic Control (CTC)

No rule changes in Chapter 10.

11.0 Rules Applicable in ACS, ATC and ATSTerritories

No rule changes in Chapter 11.

12.0 Rules Applicable Only in Automatic Train Stop System (ATS) Territory

No rule changes in Chapter 12.

13.0 Rules Applicable Only in Automatic Cab Signal System (ACS) Territory

No rule changes in Chapter 13.

14.0 Rules Applicable Only Within Track Warrant Control (TWC) Limits

No rule changes in Chapter 14.

15.0 Track Bulletin Rules

The following rules in Chapter 15 are changed, added or deleted:

15.2 Protection by Track Bulletin Form B

The third paragraph is changed to read:

Display track flags as specified in Rule 5.4.3 (Display of Yellow-Red Flag) and Rule 5.4.7 (Display of Red Flag).

A train must not enter the limits unless instructed by the employee in charge. A train within the limits at the time the track bulletin Form B takes effect must not make further movement until instructed by the employee in charge.

A crew member must attempt to contact the employee in charge to avoid delay, giving the train's location and track being used. When possible, attempt must be made at least 2 miles in advance of the limits. The employee in charge will use the following format to establish communication with the train:

Employee in charge of Track Bulletin No. ____ (specifying line number when necessary) between MP ____ and MP ____ (specifying subdivision when necessary).

Trains within the limits, unless otherwise restricted, must move at the speed(s) specified by the employee in charge as stated in Item A (Instructions).

15.2.1 Protection for On-Track Equipment

15.2.1 Title and rule are deleted entirely.

15.4 Protection When Tracks Removed from Service

The second paragraph is changed to read:

Before a track is removed from service it must be protected.

A track bulletin may protect tracks removed from service by designating the track and naming the points at each end of the track. Trains or engines must not use this track, unless the track bulletin states the name or title of an employee who may authorize use and this person directs all movement. Trains or engines within the limits at the time the track bulletin takes effect must not make further movement until instructed by the designated employee in charge. Movements must be made at restricted speed.

Proper authority must also be received to pass an absolute signal displaying a Stop indication to enter the out of service track. Except at interlockings, after stopping, movements may pass Stop indications within the out of service limits. Movements within the out of service limits may pass Stop and Proceed indications without stopping.

When required, the train dispatcher must advise crews of alternate routes and switch positions.

16.0 Rules Applicable Only in Direct Traffic Control (DTC) Limits

No rule changes in Chapter 16.

17.0 Rules Applicable Only in Automatic Train Control (ATC) Territory

No rule changes in Chapter 17.

18.0 Rules Applicable Only In Positive Train Control (PTC) Territory

Chapter 18 added.

18.1 Positive Train Control Territory

PTC territory is specified in special instructions. A train must not be operated in PTC territory if the controlling locomotive is not equipped with an operable PTC system unless otherwise authorized by rule, special instructions, or the train dispatcher.

18.2 Taking Charge of PTC Equipped Trains

When taking charge of a train in PTC territory, or before entering PTC territory, the train must not depart until the engineer confirms:

1. The PTC circuit breaker and cut out switches are in the appropriate position.
2. The PTC system on the controlling locomotive is initialized.

18.3 Broken or Missing Seals

Unless authorized, do not break the protective seals on PTC devices. Report broken or missing PTC seals to the designated authority.

18.4 PTC Cut Out

The PTC system may only be cut out or disabled when authorized by rule or when proper authorization is received.

18.5 PTC Trip Completion

At the completion of the trip, the engineer must log out of PTC unless authorized by proper authority or special instructions.

18.6 Consist Data

PTC consist data must reflect accurate train make-up.

18.7 Comparison of PTC Display Information

Before departing, crew members on the controlling locomotive must compare information such as track bulletins, restrictions, and authorities shown on the PTC display with those in their possession.

When a crew member receives a mandatory directive or restriction verbally, it must then be verified with the PTC display.

When the PTC display does not conform with a wayside or cab signal indication, maximum authorized speed, mandatory directive, timetable, or special instruction, be governed by the most restrictive.

Any discrepancies must be reported to the train dispatcher.

18.8 PTC System Inputs and Prompts

Inputs and responses to prompts must be accurate and timely to prevent an unnecessary PTC enforcement or delay. The engineer must operate the train in response to a PTC prompt to prevent a penalty brake application, consistent with good train handling. If improper input or response to a prompt is made, it must not be acted upon until corrected or resolved.

18.9 Use of Restricted Mode

Restricted Mode must be turned on before performing work events such as switching, pickups, setouts, etc. After all work events have been completed, turn off Restricted Mode.

18.10 Reserved for future use

18.11 Reserved for future use

18.12 Reserved for future use

19.0 Section Reserved

No rule changes in Chapter 19.

Glossary

Abbreviation added:

PTC Positive Train Control

Definitions added

Positive Train Control (PTC)

A safety overlay system designed to monitor train movement and prevent train to train collisions, over speed violations, movement into established work zone limits without permission, and movement over an improperly lined main track switch.

PTC Equipped

A locomotive equipped with an operable PTC system.

Restricted Mode

A mode where the only function provided by PTC is enforcement of the maximum speed indicated on the PTC display.