

MINNESOTA STREETCAR MUSEUM

OPERATING RULES AND REGULATIONS GOVERNING THE OPERATION OF STREETCARS AT THE COMO-HARRIET STREETCAR LINE AND EXCELSIOR STREETCAR LINE

(EDITION EFFECTIVE: MAY 1, 2014)

Change #1 Effective: May 23, 2016

The following are changes and additions to the MSM rule book cited above.

Page 6 – Definitions: Add the following new definition:

CONTROL TRANSFER LEVER – The lever or handle located at the front of a single-end TCRT standard streetcar and at both ends of a double-end streetcar that transfers control of the air brakes, and in some streetcars the traction power, to the opposite end of the streetcar.

Page 7 – Definitions. Replace the definitions of **MOVEMENT**, **REGULAR** and **SCHEDULE** with the following revised definitions.

MOVEMENT, REGULAR (regular movement) – A scheduled revenue movement authorized by the Superintendent of Transportation and reflected in the ShiftPlanning system, or a special event Operating Order or other movement order.

SCHEDULE -- The authority for any streetcar movement and for designated work/maintenance periods. For regular movements, the Superintendent of Transportation creates the yearly schedule of operations by entering date, time and crew requirements into ShiftPlanning. All extra movements and work-maintenance movements shall be coordinated with the Charter Agent and shall not, as far as possible, interfere with regular scheduled movement.

Page 7 – Definitions. Add the following new definition.

SHIFT PLANNING – ShiftPlanning is an internet/web-based system that is used to create the operations schedule for the Museum’s two demonstration railways. The ShiftPlanning program allows MSM operating personnel to volunteer (sign-up) for operating shifts by logging on to ShiftPlanning and making the appropriate entries.

Page 18 – Paragraph 13.0, **MAINLINE OPERATIONS**.

Change the paragraph title to **STREETCAR OPERATIONS**.

Page 18 – Paragraph 13.0, STREETCAR OPERATIONS. Add the following paragraphs.

13.9 Any unusual occurrence such as a breakdown, dewirement, etc., must be reported to the Foreman immediately by radio if the Foreman is not present. If the radio does not function, the crew members will call the depot phone number (952) 925-3716.

13.10 Any movement outside of the norm of the regularly scheduled streetcar shall be directly supervised by the shift Foreman. The Shift Foreman is in charge of all operations and actions during the shift including extra and charter movements. If Operators identify or suspect a problem, the Foreman should be contacted immediately by radio. Any operational action must be referred to the Foreman for approval prior to being implemented.

13.11 Control Transfer Levers. When transferring streetcar control from front to rear and back again, Motormen/Operators must ensure that the control transfer lever is rotated until it firmly stops or “clicks” into place. For those cars that have micro-switches as a part of the control transfer function, Operators will ensure that the micro switch is in its proper position.

Page 19 – Paragraph 14.0 DANGEROUS CONDITIONS. Change and Add the following.

14.1 Change the second paragraph incorrectly numbered 14.1 to 14.2.

14.3 Standing between two streetcars when attempting to couple them is strictly prohibited.

14.4 Standing or walking between two powered streetcars that are less than ten feet apart is strictly prohibited unless the controllers are in neutral, air brakes are applied and wheel chocks are placed on each side of one or more wheels.

14.5 Use of car mover. If a streetcar becomes stuck in the overhead wire dead zone going into or out of the carbarn, a car mover will be used to move the car. Towing a streetcar off the dead spot with another streetcar is strictly prohibited.

Page 20 – Paragraph 16, TESTING BRAKES. Replace current paragraph 16.2 with the following.

16.2 A rolling brake test must be made each time the direction of travel of a streetcar is changed, i.e., from forward to reverse or vice-versa.

Page 20 – Paragraph 18.0 PUSHING CARS. Replace current paragraph with the following.

18.0 COUPLING AND MOVING CARS

18.1 Coupling or connecting two streetcars should be done only in very rare and unusual situations. In these rare cases, the shift Foreman during regular, charter and extra movements, or a qualified shop supervisor during non-operating times, must approve, personally supervise and be an active participant in the activity.

18.2 Standing between the two cars when attempting to couple them is strictly prohibited. A board or rope, held by two Operators standing outside the rails on each side of the track, should be used to position the connecting pole or drawbar.

18.3 If a streetcar must be pushed or towed, the streetcars must not be operated with the Operator in a position other than the leading or forward position on the car or cars unless a member of the crew is stationed on, or in, a position from which he or she can observe the leading end of the streetcars being pushed or backed. This person is in charge of the train movement and must act as lookout for the Operator, guiding the Operator by hand signal or radio communication. The movement must be stopped immediately if communication is lost or danger threatens.

Page 20 – Paragraph 20.0 AUTHORITY FOR MOVEMENT OF STREETCARS. Make the following change.

20.1 Change MAINLINE OPERATION to STREETCAR OPERATION.