

Sequence List for Train Operation

Typical “Turn” Train Type

This section of this document will outline step by step the typical procedure for running a train which originates in the yard and returns. Each step will identify the role responsible for that action. The following abbreviations are used: TM for Train Master, D for Dispatcher, YM for Yard Master, H for hostler, E for engineer, and C for conductor. A distinction is to be made between the terms Switch List and Manifest as they are used in JMRI Operations. A Switch List details out the work to be performed in a yard to originate and or service trains visiting that yard. A Manifest details out the work to be performed by a single train as it visits the stations along the intended route for the train.

TM – Originate the train in Operations by building it via the Trains window. This should include the expected departure time. Additionally, the TM will initiate either the Manifest preview window and or the Conductor window according to the method to be used by the Engineer and Conductor for tracking car movements. (The TM will print the Manifest if needed.)

TM – Chalk the train up on the callboard.

E&C – Sign the callboard for the train and report to the origination yard or station.

YM – Check the callboard periodically for trains that will visit his yard. YM will perform work needed to prepare for the train. The YM may contact the TM for the needed Switch List or procure it himself via the tablet.

H – Prepare the engine or engines for the train. This includes selecting proper engines according to tonnage for the train and setting up any necessary mu lashups. Engines should be turned for the proper direction, fueled and sanded, then delivered to the yard for connection the train, turning the consist over to the Engineer.

H – Prepare the caboose if needed and deliver it to the yard for connection to the train.

C – Obtain the Manifest from the TM in the form to be used for the run and check over the train to assure the correct build up. When all is in order the Conductor will give the Engineer the permission to contact the Dispatcher for clearance. The conductor will also inform the Yard Master that the train is ready for departure.

YM – Align all needed yard switches for departure and set the Yard Departure selector switch.

E – Will contact the Dispatcher with the train information including Symbol, Engineer / Conductor, consist, and train length. For Eastbound trains out of Sand Creek yard, the Engineer must ascertain from the Dispatcher the proper TCS entrance point, either Main Street or Walnut Street interlocking. Note that it may be advisable to move the train to the proper entrance point at this time.

D – Will originate the train on the Dispatcher Track Panel. Note that this cannot be done until the Yard Master has set the Yard Departure selector switch.

E&C – Upon observance of a clear signal will start the train and proceed out onto TCS territory.

YM – At some point after the train starts, the YM will return the Yard Departure selector switch to the normal position.

E&C – Upon arrival at their next stop, the crew will perform any work that is called for on the Manifest. It is not necessary to inform the Dispatcher of arrival at the station. However, all signals must be obeyed at all times. If the work at the station necessitates the use of the switches at either end of the station or any main track other than the track the train initially stops on, the Conductor must call the Dispatcher and obtain a Track & Time warrant for the needed track. When the work is completed and the crew is ready to proceed, the Conductor will call the Dispatcher and obtain clearance to proceed. Note that the train must depart from the same track on which it arrived. Once the governing signal clears, the crew is authorized to proceed.

E&C – Upon arrival at the yard for termination of the train, the Engineer will contact the Yard Master for instructions for entrance into the yard.

YM – Will align all switches needed to receive the incoming train and then set the Yard Arrival selector switch to the Arrival position. Note for Westbound trains entering the Sand Creek yard the Yard Master must ascertain whether the train is arriving via Walnut Street or Main Street.

E&C – Deliver the train to the Yard Master in accordance with instructions. Turn the consist over to the Hostler. Inform the Train Master of completion of the run.

H – Will move the engine or engines to the engine facility and prepare them as necessary for their next assignment. Hostler will also remove any caboose and deliver it as necessary to the caboose track.

YM – Will return the Yard Arrival selector switch the normal position and proceed to classify the train.

Typical “Manifest Freight” Train Type

This section of this document will discuss the running of a Manifest Freight by highlighting the differences from the Typical Turn type of train. Manifest Freights run from one city of origin (implemented as Staging), through Sand Creek Yard, and onto another city of destination (again implemented as Staging). The only ‘work’ done by these trains is interchange of blocks of cars at Sand Creek. Engineers and Conductors will get their train assignment via the callboard as outlined above. They will board their train at Crossover. Thus Crossover represents whatever city of origin needed for the particular train. They will then deliver the train to Sand Creek. If there is no crew change needed, they will then continue on to the city of destination again represented by Crossover.

TM – Originate train as above and chalk the callboard. Note that it is not necessary to provide a Manifest for these trains.

E&C – Take train to Sand Creek and follow entrance procedures as above.

YM – Accept train as above and using the Switch List perform any block setouts and pickups needed.

H – Cut the consist from the train and service the engine or engines. Return the consist back to the train in preparation for departure. Note this may require turning of the engines and moving any caboose if the train is changing direction. (The Dispatcher may be called to determine the train's departure direction.)

E&C – Take control of train from the Hostler. (This may be the same crew or a new crew.) Follow exit procedures as above.