

SAFETY CHECK LIST  
FOR ALL CLUB ENGINES RUNNING  
ON OCME TRACKS

When making up trains in the yard, do the following minimum items:

Check for fuel - if you need to access the fuel locker, check with a board member.

Check for loose handrails and other safety issues. If any are found, fill out a safety tag, attach it to the engine and make one for the time card mailbox. Tickets are in a packet found in the conductor car also in container A on the left wall.

If the engine is ok, then bring it out and start the engine. Put the engine with a single car on track #12 (the track closest to the lead tracks leaving the compound) and leave the caboose at the barn

Check the headlight be sure it is turned off if shutting the engine down.

Dust off the train wipe up any oil and remove any rocks, leaves, sticks, etc from the engine.

Check for re-railing gear, flyers, applications for new members, safety tags, clean rag, safety glasses for fueling in conductor car

Make up your train - some trains only require 4 cars others require 6.

Make sure there are chains between each car. if using approved brakes, make sure your glad-hands are connected apply brakes and try to move train

When applying chains make sure they hang above the rail

Bring out the engine and make up the complete train with the caboose or party car

Once your train is complete with the caboose, check the spring clip alignment, if the white lines don't match then reset the clips.

All train personnel need the following: whistle, radio (fresh batteries), pencil or pen, device for removing rocks from switches.

It is important to have items: hat, sunscreen, gloves, jacket, cell phone, proper clothing for all types of weather.

If working a birthday party or on a work crew, bring water for each member (1 bottle for each ½ hour of run or work time). For birthday parties, take snacks as appropriate; however, some parties will give you something to eat.

All trains should have an engineer and a conductor for safety

First train out opens the gates to the bridge and aligns the switches to the main and makes sure all main switches are locked, one (1) spare lock and a set of keys are in each conductor car on a wooden stick

IF you are working a run day make sure your train is at the station no later than 0945 for the safety meeting with Station Master or VP of Operations.

When returning to the barns, refuel the engines before putting them away

Last train in closes and locks the bridge. The train, riding cars, and caboose are then returned to the containers (A, B and/or C), after the engine is refueled, where they were initially obtained.

Have a safe and a nice run today. For any situations that occur, check with the Station Manager or VP of Operations on radio channel 9.25.