



OCME Conductor Evaluation and Approval

Date	
Candidate	

#	Check (√)	Task
1		Check Conductor's Car for:
2		* Red Signal Flag
3		* Fire Extinguisher
4		* Switch Key on Wooden Stick
5		* Rerailing Equipment
6		Verify that All Safety Chains are in Place and Connected
7		Verify that All Truck Retaining Clips are in Place and Aligned
8		Interacting with Passengers
9		* Be Courteous
10		* Answer Questions; If don't Know, Refer to Someone Who Does
11		Load Passengers Front to Back of Train
12		Assist Passengers on Side Opposite Mounting Train
13		When Loading Children, Sit Small Child Directly in Front of an Adult
14		Never have a Child as the Last Person on a Riding Car
15		Balance Weight on Cars
16		When Passengers are Ready to Move, Alert Engineer
17		Observe Passengers During Ride
18		Handling Passenger Disobeying Rules
19		When Engineer Stops at Station, Notify Passengers to Disembark
20		Thank the Passengers for Riding the Train
21		Check to see if Anything is Left on Train

Date	Evaluator Approval

Date	Board Approval