



THE BELT RAILWAY COMPANY OF CHICAGO

TRAIN DISPATCHER NOTICE

#2018-005

Effective 1201, Thursday, April 19, 2018

To: Train Dispatchers, Clearing

Subject: Revision of Train Dispatcher Rules and Instructions, Rule 62.7 Automatic Warning Devices (Supersede)

Train Dispatcher Notice 2018-D001 is void.

Failures of Automatic Warning Devices

Failures of automatic crossing warning devices are categorized under three specific conditions, as prescribed in **GCOR 6.32.2, Automatic Warning Devices**.

Crossings with failures are categorized as **MALFUNCTIONING**, **DISABLED**, or as having an **ACTIVATION FAILURE**.

When crossings are reported through the crossing hotline or other sources, it must be ascertained what the extent of the failure consists of to allow it to be categorized properly:

MALFUNCTIONING:

- False activation (gates down without a train)
- Partial activation (gates missing, lights burned out with other working or gate knocked off)

ACTIVATION FAILURE:

- Activation failure (gates fail to operate for a train), this is an emergency situation, notify the MTO immediately.

DISABLED:

- Crossing is made inoperative by railroad personnel.

When a crossing failure is identified, trains must be notified of the failure using one of the three specific condition key words identified above, and notification must include the crossing milepost and name of crossing where applicable.

Procedure for protection of Automatic Warning Device Failures:

- When notified that a crossing is MALFUNCTIONING, has an ACTIVATION FAILURE, or is DISABLED, protect the condition immediately using effective blocking devices. Restrictive labels are permissible to be used as effective blocking devices for crossing failures.
- Notify the BRC Signal Maintainer, and note the Signal Maintainer responding to the issue.
- Notify the BRC Police Department, and, when necessary, the appropriate municipal police agency.
- Notify the MTO

Notification of Trains:

- When a crossing is **MALFUNCTIONING**, trains must be notified that **“Automatic Crossing Warning Devices are malfunctioning at milepost _____, comply with GCOR 6.32.2”**
- When a crossing is **DISABLED** or is having an **ACTIVATION FAILURE**, trains must be notified that **“Automatic Crossing Warning Devices (Are Disabled) (Have an Activation Failure), Stop and Protect Crossing at Milepost _____, even if devices are seen to be working”**
- When equipped flaggers are at a crossing, trains may be notified of this fact, however train dispatchers will not relay movement information between equipped flaggers and trains.

Documentation of Crossing Failure (Malfunctioning/Activation Failure):

- Crossing failures are no longer documented using the TMDS Crossing Failure Dialogue.
- Utilize the Belt Apps Crossing Failure application, in accordance with Appendix 1 of this Train Dispatcher Notice, to document the crossing failure.
- Train Dispatchers are responsible for entering information regarding the Signal Department personnel responding, and the Police Department notified.

Closeout information is entered by the Signal Department Maintainer who responds to the reported issue and closes the record in Belt Apps.

Documentation of Crossing Failure (Crossing Disabled by Railroad Personnel):

- Disabled Crossings will be protected with blocking when requested by Signal Department personnel. Restrictive Labels may be used as effective blocking devices.
- Documentation for disabled crossing protection requests is also placed in Belt Apps, however, enter any requests to protect a disabled crossing as an Operational Issue and not in the Crossing Failure application.

Note the responsible department as Signal, with the times, location, and individual requesting protection documented.

Note the start time and end time of protection for a disabled crossing being provided in the Operational Issue.

Turnover Requirements:

Open crossing failures or requests for protection of disabled crossings must be included in turnover discussions between Train Dispatchers until protection is no longer required.

Appendix 1: Belt Apps Instructions for use of Crossing Failure Application (See attached)

F.J. Izzo
Superintendent Transportation

Train Dispatcher Notices in Effect:

Year of Issuance	Numbers
2016	1, 004, 005
2017	007, 008, 009, 011
2018	002, 004, 005



Pulling Together for Change

Destination: Belt Apps. *The future of connectivity.*

Crossing Failure Training



Pulling Together for Change

Destination: Belt Apps. *The future of connectivity.*

Table of Contents

TABLE OF CONTENTS	I
1. CROSSING FAILURE SEARCH	1
1.1. BELT USAGE	1
1.2. ACCESS	1
1.3. SEARCH	1
2. CROSSING FAILURE DETAIL	1
2.1. BELT USAGE	1
2.2. URL	1
2.3. CREATE NEW CROSSING FAILURE	2
2.4. ADD MAINTENANCE DETAILS	3
2.5. PRINT AUDIT FORM	4
3. FRA REPORT	4



Pulling Together for Change

Destination: Belt Apps. *The future of connectivity.*

1. Crossing Failure Search

1.1. Belt Usage

Search, view, and edit all crossing failures entered into Belt Apps.

1.2. Access

URL: <https://beltapps.beltrailway.com/Belt/crossingfailure/maintenance/index>

1.3. Search

1. Navigate to the Crossing Failure Search screen

NOTE: All existing crossing failure reports will appear in the grid

2. Enter Search criteria

3. Click Search

2. Crossing Failure Detail

2.1. Belt Usage

This screen is used to record any issues related to signal crossings, assign maintenance requests, and capture completeness of each crossing failure.

Section	Usage	Owner
Summary	Document the reporter's answers to all questions required for every failure	Dispatcher
Reported To	Capture the police department and Belt employee informed of the failure	Dispatcher
Maintenance Detail	Record actions taken to remediate the failure	Signalman

2.2. Access

URL: <https://beltapps.beltrailway.com/Belt/crossingfailure/maintenance/edit>



Pulling Together for Change

Destination: Belt Apps. *The future of connectivity.*

2.3. Create new Crossing Failure

1. Navigate to the Crossing Failure Search screen
2. Click **New** to open a new record

Crossing Failure Detail

Created By: SWC Technology | Created Date/Time: 02/21/2018 09:30

Summary

Crossing*: Please select an option

Did the gate operate prior to the train's arrival?*: Unknown

Is the crossing stuck down?*: Unknown

Are any of the gates not in place?*: Unknown

Are any lights burned out or hanging?*: Unknown

Failure Type*: Please select an option | Accident/Incident Involved?*: No | [i Accident Definition](#)

Failure Subtype: Please select an option

Description of Failure (Required for Activation Failure):

Reported To

Maintainer*: Please select an option

Police Called*: Please select an option

Save and Exit | Cancel

3. Complete the Summary section

Summary

Crossing*: Crossing - Archer Avenue - 843806F

Did the gate operate prior to the train's arrival?*

Is the crossing stuck down?*

Are any of the gates not in place?*

Are any lights burned out or hanging?*

Failure Type*

Failure Subtype

Description of Failure (Required for Activation Failure)

- Crossing - Narragansett Avenue - DOT 326915J
- Crossing - Archer Avenue - 843806F
- Crossing - 55th Street - 843807M
- Crossing - 59th Street - 843808U
- Crossing - 63rd Street/Harlem - 843810V
- Crossing - Muskegon Avenue - 869192X

NOTE: Belt Apps will automatically select the Failure Type and subtype based on your answers above. You may edit the failure type, if needed.

4. Add a Description.

Description of Failure (Required for Activation Failure)

Testing Training Testing

NOTE: when the Failure Type equals Activation Failure, the description field is required, otherwise, it is optional.

NOTE: The Description has a character limit of 1000 characters. This detail will be included in the FRA report to describe failure. Include the most important details.



Pulling Together for Change

Destination: Belt Apps. *The future of connectivity.*

5. Complete the Reported To section

Reported To
Maintainer* Adam J. Wilimczyk x
Police Called* Chicago Police x
Save and Exit Cancel

6. Click Save and Exit

NOTE: Clicking Cancel will not save your changes

NOTE: You are returned to the Crossing Failure Search screen

2.4. Add Maintenance Details

1. Search for the crossing failure record

Showing 1 to 2 of 2 entries New Edit Export

Created Date	Repair Date	Status	Crossing	Failure Type	Edit	Print	
<input type="checkbox"/>	02/20/2018	02/20/2018	Closed	Crossing - Archer Avenue - 843806F	Activation Failure	Edit	Print
<input type="checkbox"/>	02/21/2018		Open	Crossing - 59th Street - 843808U	Activation Failure	Edit	Print

2. Click Edit

3. Complete the Maintenance Details

Maintenance Details
Assigned Maintainer Adam J. Wilimczyk
Primary Failure Reason Human Factor
Action Taken Repaired/Replaced Belt
Equipment Affected* Gate
Repairs Completed 02/21/2018 09:47
Weather Conditions Rain
Track Conditions Wet
Secondary Failure Reason Please select an option
Closed By Nicholas L. Brondler
Save and Exit Cancel

NOTE: The Weather Conditions and Track Conditions fields are not reported to the FRA, data is kept to find trends and prevent future issues.

4. Click Save and Exit

NOTE: If there something is not complete, you will receive an alert. Complete the required fields and click Save and Exit

- There are validation errors while processing your request. Please fix the issues below:
- Secondary Failure Reason cannot be left blank.

Secondary Failure Reason Vandalism x

