THE BELT RAILWAY COMPANY OF CHICAGO

TRAIN DISPATCHER NOTICE
#2021-010

Effective 0001, July 13, 2021

To: Train Dispatchers, Clearing

Subject: Passenger Train Symbols

On Sunday, June 11th, 2021, at 1201, the Supplemental Train Sheet Manager (STSM) will be updated to add DOB assignment to all trains except for those Amtrak and passenger trains that are on shelf tracks at Lemoyne.

First some clarifications for the Supplemental Train Sheet Manager (STSM) software application that provides for the automatic creation of train sheets for Metra and Amtrak passenger trains to support the daily pre-placement of train sheets into the CAD database. Note that all passenger trains at Belt Junction and Lemoyne now run with a specific date. If an email is received through Clearpath, the initial train symbol will with the controlling locomotive identifier from either AMTK 1 or METX 1 dependent on the SCAC for the railroad in the train schedule. The train crew will default for the Engineer to XX ENGINEER and for the conductor XX CONDUCTOR. When an email is received all that has been set to defaults will be updated will be updated.

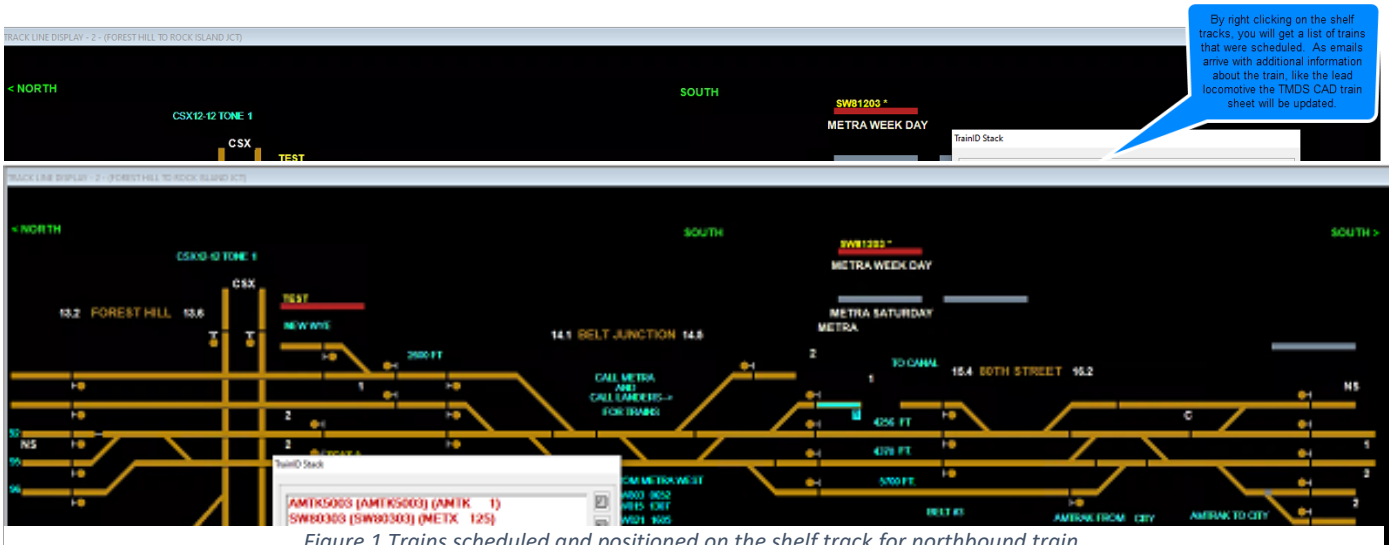


Figure 1 Trains scheduled and positioned on the shelf track for northbound train.

Figure 2 Train schedule and positioned on the shelf track for southbound trains.

In Figure 2 an example of a Train ID that has not been updated due to a missing email or an AMTRAK train that do not receive emails.

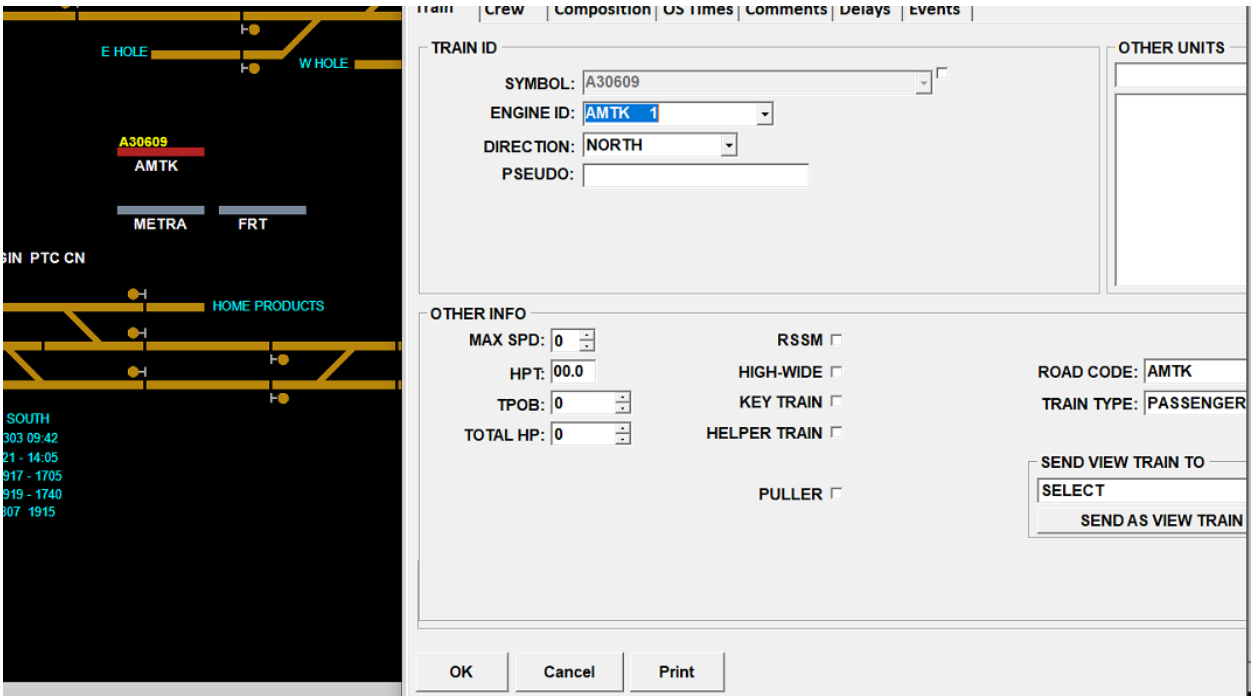
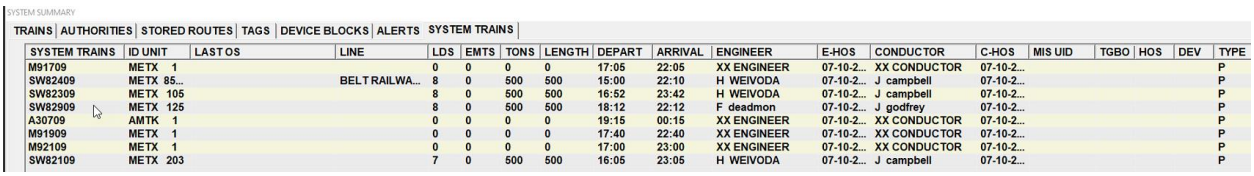


Figure 3 Lemoyne Shelf track will have positioned train symbols and will not receive a DOB assignment, nor will the train consist, locomotive consist, nor crew will be updated.

This application also has the feature to interact with the CAD system and auto position the scheduled passenger trains onto specific tracks designated in the train schedule file as seen in Figures 1, 2 and 3.

Dispatchers can still right click on any train in the train list on the shelf track window and modify any data that is necessary. The only train type for Metra and Amtrak to can be used is Passenger. If any train freight or passenger train has its train sheet opened, if you don't provide a train type the train type will default to the Train Type "OTHER". Train Type "OTHER" is used for any train that the Dispatcher does not want to archive. You will see freight trains that have the Train Type "OTHER" remain in the train sheet.

If scheduled Metra or Amtrak trains are not on a shelf track, you can verify that the train symbol is created in the System Summary for System Train. See Figure 4 for an example of either released trains like SW82409 since the "LINE" field has "BELT RAILWAY" with all others train symbols that were created but have not been positioned. You can POSITION the train symbol that is in the System Summary for System Train by right clicking on the track where you want to position the train symbol, see Figure 5. Then by typing the Train Symbol which for the Metra Southwest Service "SW', followed by train ID i.e., 802, and end with day of the month i.e., 11 (for example SW80211 note no spaces are in the symbol) and for Metra train that run at Lemoyne starts with M and the rest is the same as the Southwest service. For Amtrak trains start with "A" followed by the symbol and then day of month (ie A5511) and Tab key, the data that is captured by the Train Scheduling program will be updated. After checking and/or modifying the train symbol, you will press okay. See Figure 6 for where the Train Symbol is entered, followed by a Tab key, and when all data is validated then click on "OK". Now the train symbol can be used for the passenger train.



SYSTEM TRAINS	ID UNIT	LAST OS	LINE	LDS	EMTS	TONS	LENGTH	DEPART	ARRIVAL	ENGINEER	E-HOS	CONDUCTOR	C-HOS	MIS UID	TGBO	HOS	DEV	TYPE
M91709	METX 1			0	0	0	0	17:05	22:05	XX ENGINEER	07-10-2...	XX CONDUCTOR	07-10-2...					P
SW82409	METX 85...		BELT RAILWA...	8	0	500	500	15:00	22:10	H WEIVODA	07-10-2...	J campbell	07-10-2...					P
SW82309	METX 105			8	0	500	500	16:52	23:42	H WEIVODA	07-10-2...	J campbell	07-10-2...					P
SW82909	METX 125			8	0	500	500	18:12	22:12	F deadmon	07-10-2...	J godfrey	07-10-2...					P
A30709	AMTK 1			0	0	0	0	19:15	00:15	XX ENGINEER	07-10-2...	XX CONDUCTOR	07-10-2...					P
M91909	METX 1			0	0	0	0	17:40	22:40	XX ENGINEER	07-10-2...	XX CONDUCTOR	07-10-2...					P
M92109	METX 1			0	0	0	0	17:00	23:00	XX ENGINEER	07-10-2...	XX CONDUCTOR	07-10-2...					P
SW82109	METX 203			7	0	500	500	16:05	23:05	H WEIVODA	07-10-2...	J campbell	07-10-2...					P

Figure 4 System Summary with System Trains

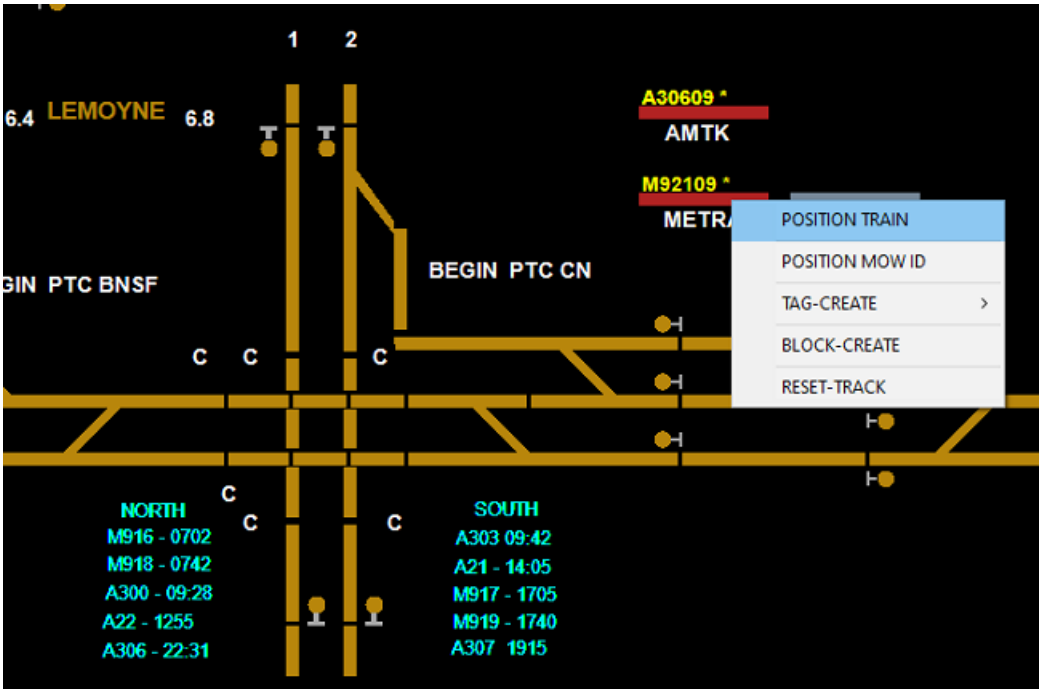


Figure 5 After right click on the track you want to position the Train Symbol.

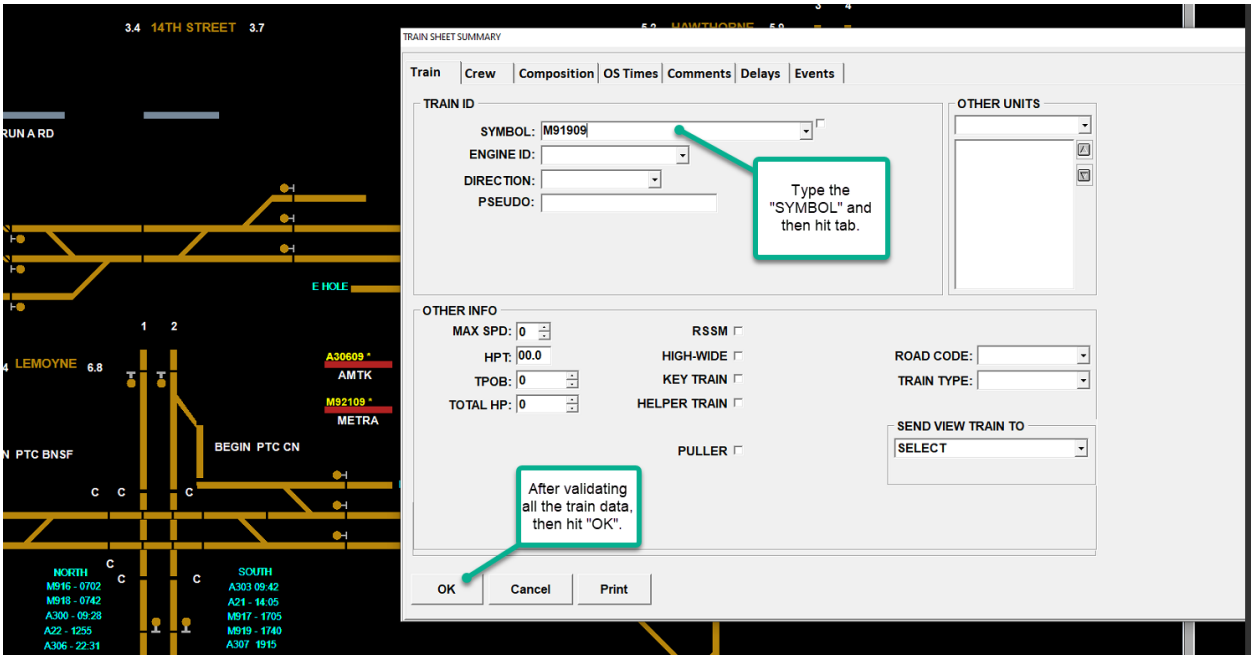


Figure 6 After choosing Position Train, this where you type the Train Symbol and then hit tab.

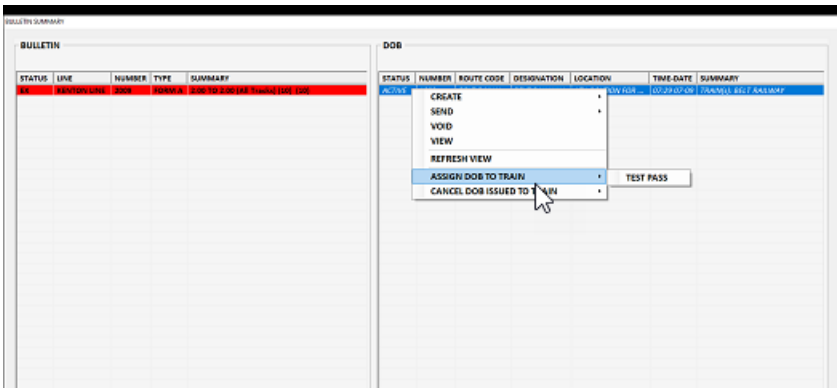


Figure 7 DOB Assignment should only show trains that do not require a DOB.

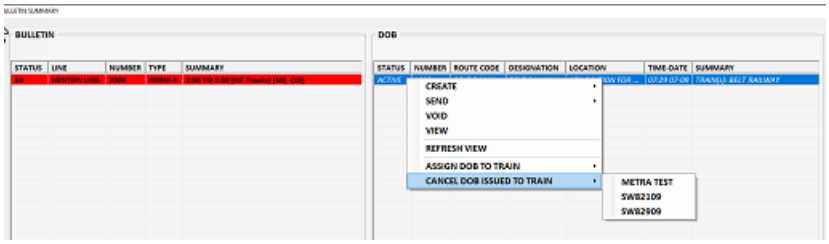


Figure 8 To validate that a DOB has been issued you use "CANCEL DOB Issued to a Train."

DOB will be assigned and assign bulletin exceptions with this release of the Train Scheduling software. The Dispatcher can validate that the DOB has been assigned by clicking on "CANCEL DOB ISSUED TO TRAINS" as seen Figure 8. The Dispatcher is still responsible for providing to a train any bulletin exceptions since the time the DOB has been created. If the train symbol has not been assigned a DOB, then the Dispatcher will need to click on "Assign DOB to Train" as shown in Figure.

DOBs that have been assigned before a new DOB is created will retain the same DOB and the bulletin exception process remains unchanged for delivery.

This software application also provides the means to final or terminate train sheets, for all trains at BRC, which moves the train from the active to inactive state in the CAD database and creates an archive of the trains movements. This will also remove the train symbol from the "System Summary" tab "System Train" and will not be available for use by a Dispatcher.

This process is necessary so that FRA Train Sheet report can be generated based on 49 CFR Part 228.18 – Dispatcher's Record of Train Movements requirements. The current process, reusing train symbols, does not fulfill the requirements of the regulation.

Passenger trains that have successfully run will release at the end of the run and made inactive 8 hours after the Train ID is released. A freight train will be made inactive after 48 hours if the train ID has been released. Train IDs still on a shelf or another track component will need to be released so that they can be made inactive, or they will be force released and archived for a passenger train in 24 hours and for a freight train with Train Type anything but "OTHER" in 72 hours.

Once a train is released, the archive process will final the train. All exit track components in BRC territory are setup to release a Train ID when the train leaves the last dispatcher-controlled track, but there are times when they are left, and Train Dispatchers are required to release the Train ID when the train has completed its trip. See below Figure 10 on how to release a train ID that did not release at the end of trip, or the train did not run. If the train symbol is in the "System Summary" Tab "System Trains" and a Dispatcher wants to release, the Train Symbol will need to be Positioned, as described above and shown in Figures 4, 5, and 6, on the track line, either a shelf track and then Release as shown in Figure 10.

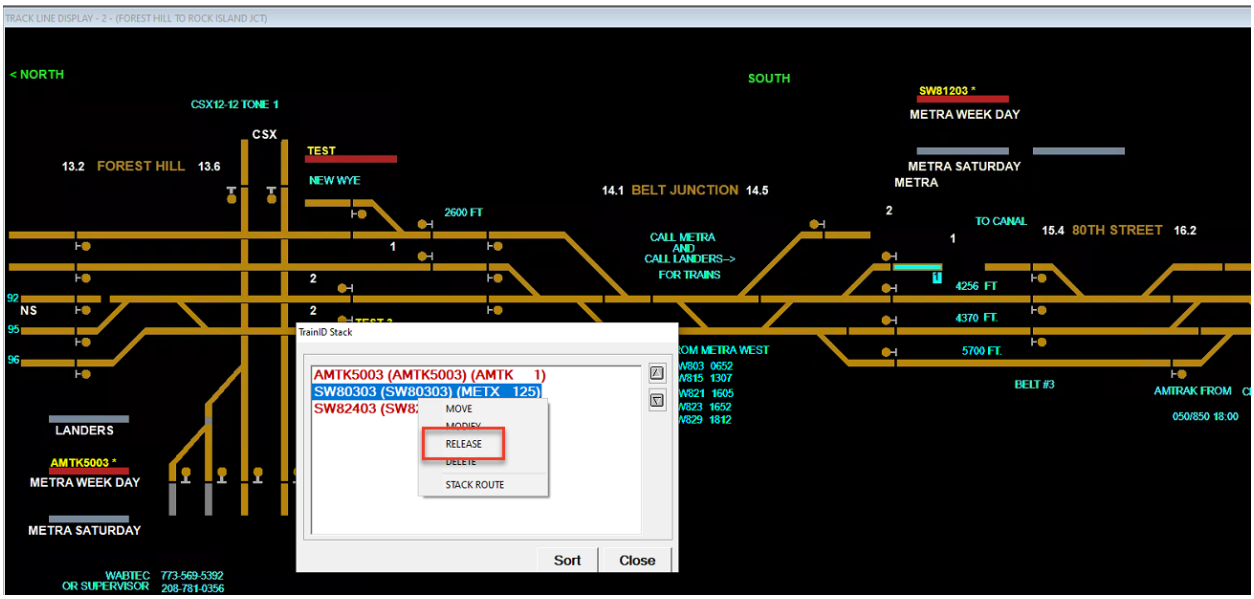


Figure 10 Release a Train Symbol from anywhere on the Track Line.

A new train schedule will be implemented on Sunday, July 11th for Monday's Metra's SouthWest service. See Figure 8 for the new schedule and the blue are the changes from the current schedule. At this time assignment of the DOB will be turned on.

Figure 9 Train Sheet modify by right click on Train Symbol.

SouthWest Service
Alternate Schedule
Effective 7/12/2021

The below pilot weekday schedule is effective July 12, 2021.
Metra will announce schedule changes on metrarail.com and through social media outlets.
There is currently NO WEEKEND SERVICE on SouthWest Service.

Manhattan to Chicago	802	806	808	810	812	824	DH8022
	A.M.	A.M.	A.M.	A.M.	A.M.	P.M.	P.M.
Manhattan	---	5:53		6:53	---	---	***5:18***
Laraway Road	---	6:01		7:01	---	---	---
Orland Park 179th	5:10	6:10	6:40	7:10	7:45	**2:25**	***5:38***
Orland Park 153rd	5:16	6:16	6:46	7:16	7:51	**2:31**	
Orland Park 143rd	5:20	6:20	6:50	7:20	7:55	**2:35**	
Palos Park	5:25	6:25	6:55	7:25	8:00	**2:40**	
Palos Heights	5:28	6:28	6:58	7:28	8:03	**2:43**	
Worth	5:30	6:30	7:00	7:30	8:05	**2:45**	
Chicago Ridge	5:33	6:33	7:03	7:33	8:08	**2:48**	
Oak Lawn	5:37	6:37	7:07	7:37	8:12	**2:52**	
Ashburn	5:42	6:42	7:12	7:42	f 8:16	**2:56**	
Wrightwood	5:45	6:45	7:15	7:45	f 8:18	**2:58**	
Forest Hill (CSX)	*5:47*	*6:47*	*7:17*	*7:47*	*8:20*	***3:00***	
74th Street (by)	*5:53*	*6:53*	*7:23*	*7:53*	*8:26*	***3:03***	
CP 518 (NS)	*5:59*	*6:59*	*7:29*	*7:59*	*8:32*	***3:09***	
21st Street (CN)	*6:05*	*7:05*	*7:35*	*8:05*	*8:38*	***3:15***	
Chicago (Union Station)	6:15	7:15	7:45	8:15	8:50	**3:25**	

Chicago to Manhattan	803	815	821	823	827	829
	A.M.	P.M.	P.M.	P.M.	P.M.	P.M.
Chicago (Union Station)	6:40	**12:45**	**3:45**	**4:35**	**5:15**	**5:50**
21st Street (CN)	*6:46*	***12:51***	***3:51***	***4:41***	***5:21***	***5:56***
CP 518 (NS)	*6:52*	***12:57***	***3:57***	***4:47***	***5:27***	***6:02***
74th Street (by)	*6:59*	***1:04***	***4:04***	***4:54***	***5:34***	***6:09***
Forest Hill (CSX)	*7:03*	***1:08***	***4:08***	***4:58***	***5:38***	***6:13***
Wrightwood	---	**1:10**	**4:10**	**5:00**	**5:40**	**6:15**
Ashburn	---	**1:12**	**4:12**	**5:03**	**5:43**	**6:18**
Oak Lawn	7:09	**1:16**	**4:16**	**5:08**	**5:48**	**6:23**
Chicago Ridge	f 7:12	**1:20**	**4:20**	**5:13**	**5:53**	**6:28**
Worth	f 7:14	**1:23**	**4:23**	**5:16**	**5:56**	**6:31**
Palos Heights	f 7:16	**1:25**	**4:25**	**5:19**	**5:59**	**6:34**
Palos Park	f 7:18	**1:28**	**4:28**	**5:22**	**6:02**	**6:37**
Orland Park 143rd	f 7:22	**1:33**	**4:33**	**5:28**	**6:08**	**6:43**
Orland Park 153rd	f 7:26	**1:37**	**4:37**	**5:33**	**6:13**	**6:48**
Orland Park 179th	7:34	**1:46**	**4:46**	**5:39**	**6:23**	**6:54**
Laraway Road	---	**---**	**fd4:55**	**5:48**		**7:03**
Manhattan	---	**---**	**fd5:08**	**6:05**		**7:17**

6/24/2021

f Flag Stop - Stops to discharge passengers on notice to conductor and to pick up passengers on station platform visible to engineers.
fd Flag to discharge - Stops to discharge passengers on notice to conductor
Due to midday maintenance, trains with this logo displayed underneath may be delayed up to 5 minutes passing through work zones.
To check if a construction project might impact your trip, please visit https://metrarail.com/riding-metra/service-updates/construction-notices

Trains highlighted in blue have been changed since the previous schedule version

Figure 11 Updated Southwest Service Schedule, Effective 7/12/2021

If you experience an issue, please send an email to: Eileen.reilly@globaltrainservices with CC to Cjonas@beltrailway.com and jszostak@beltrailway.com.

H.T. Kirman
Secretary and Director of Compliance

Train Dispatcher Notices in Effect:

Year of Issuance	Numbers
2016	**1, 004, 005**
2017	**011**
2018	**002, 005 010, 012, 013**
2019	**001, 003, 006, 008, 012, 014**
2020	**006, 007,**
2021	**003, 004, 006, 008, 009, 010**

Train Dispatcher Notice 2021-010