

THE BELT RAILWAY COMPANY OF CHICAGO

6900 So. Central Avenue, Bedford Park, IL 60638

MARK A. FERGUSON
Manager Signal & Communications

Phone: (708) 496-4139
Fax: (708) 496-8011

CIRCULAR NOTICE 20131106

November 6, 2013

TO ALL SIGNAL DEPARTMENT EMPLOYEES:

RE: CRANKING 5F AND 5H SWITCH MACHINES

For any problems associated with a power switch machine or for any required FRA testing, you are required to get track and time on entire plant and use the local control panel to operate switches electrically while another person places the gauge in switch point to check adjustments. That way no one has to crank the machine.

If you are working by yourself, such as the Saturday Road Maintainer, you can have the Dispatcher throw the switch for you if the Dispatcher has a switch failure that you must repair.

If neither of the above preferred methods can be used, you may use a switch crank to resolve an issue. Please use proper switch cranking techniques to avoid injury.

REMEMBER: When hand cranking a 5H or 5F switch, you should straddle the motor one leg on each side using the motor as a seat. Keep your back upright; do not twist your trunk as you are cranking. (See Attached)

If you have any questions or concerns, please see me.

M. A. Ferguson
Manager Signal & Communications

You must print your name and sign your name, fill in your work number and date and turn in to the Supervisor upon receipt.

Circular Notice No. – 20131106
CRANKING 5F AND 5H SWITCH MACHINE

Received: _____
Print Name

Date: _____

Employee Signature

Work No.: _____