

Alaska Railroad Corporation

Contractor Safety Guide



Alaska Railroad
Safety Office

2021

ARRC

Contractor Safety Briefing

Before beginning any task, a complete job safety briefing will be conducted with all individuals involved with the task, and again if the task or conditions change.

The contractor's supervisors will review the safety guidelines contained in this briefing card and familiarize their employees with safety issues that exist while working in a railroad environment. This should be reviewed with any new employee(s) coming on the job and with all employees at least weekly. It is the responsibility of the contractor's supervisors to instruct their employees on these guidelines and to require their compliance.

Housekeeping:

Good housekeeping is important and helps prevent accidents, injuries and fires. Clean-up will be conducted on a daily basis.

Personal Protective Equipment:

All contractor employees working on ARRC property in a field environment are required to wear ANSI Z81.1 -approved safety glasses with side shields, hard hats and above the ankle, lace up safety boots with a defined heel that meet ASTM F2413-05 standards. Reflective vests are required in certain locations as specified by the ARRC representative in charge of the project. If reflective vests are required they must meet or exceed ANSI/ISEA 107-2004, Class 2, and Level 2 standards or Class 3 Level 3 standards if working along a highway. During inclement weather, proper clothing to protect against frostbite, etc. will be worn. Particular attention to footing and the use of proper footwear is essential when working in snow or other slippery conditions. Hearing protection, fall-arrest or fall-protection and respirators will be worn as required by state and federal regulations.

Fouling Tracks:

All personnel working on, or operating equipment within 20 feet of tracks must complete Roadway Worker Protection training. This training may be accomplished via the internet at:

<http://www.contractororientation.com>

The test at the end of the training must be accomplished. Workers passing the test will receive a card certifying they have been trained.

Workers will be in possession of this card at all times while working on or near tracks.

Train or equipment movement should be expected on any track, in any direction, at any time. Work will not be performed on or within 20 feet from the nearest rail of any track without an ARRC flagman present unless the track is protected and the ARRC representative in charge of the project has authorized the work. Do not walk between rails or foul the track except when duties require and protection is provided. When necessary to cross tracks, look in both directions and keep a minimum of 20 feet from the nearest end of stationary rail cars. Do not crawl under or between rail cars. Under certain conditions, trains and equipment can approach without being heard; proper attention and protection are essential to personal safety when working near railroad tracks.

Riding on Equipment:

Riding on rail equipment is prohibited unless authorized by the ARRC representative in charge of the project.

Damage to ARRC Property:

Any damage to ARRC property must be reported immediately to the ARRC representative in charge of the project. Any machine contact with a track, signal equipment or structure (bridge) could lead to a derailment and is to be reported by the quickest means possible to the ARRC representative in charge of the project or the ARRC Duty Dispatcher. Emergency numbers are to be obtained from the ARRC representative in charge subsequent to start of the project.

Passing Trains:

When a train is approaching, equipment operators working at less than 20 feet from the nearest rail will stop machines and dismount (unless unsafe to do so) until the train has passed. This assures the train engineer that the train has been seen and it is safe to proceed. Failure to do this could result in the engineer having to perform an emergency stop which could damage the train and delay railroad traffic. Violent arm, flag or flashlight movement while trains are passing indicates an emergency (requires the train to stop) and must not be done unless an actual emergency exists. **NEVER**

stand with your back to a moving train -- metal banding and other components sometimes break during shipment and can swing out several feet from the train.

Stepping or Sitting on Rails:

Stepping, walking or sitting on the top of a rail is strictly prohibited. The railhead becomes very slick from oil buildup and often presents a slipping hazard.

Environmental:

No substances will be discharged on ARRC property. Should it occur, it must be reported by the quickest means possible to the ARRC representative in charge of the project (this includes oils, diesel fuel, gasoline, etc.). Spills should also be reported to ARRC Environmental Services Erick White (748-2196). If unable to contact Environmental Services, notify the Chief Dispatcher at 265-2421.

Excavating:

Excavating on ARRC property could damage buried cables. (Fiber optic cable is buried parallel to most ARRC track.) Before excavating, contact the ARRC signal and track representative in charge of the area. All underground and overhead wires will be considered HIGH VOLTAGE and dangerous until verified with the company having ownership of the line. It is the contractor's responsibility to notify other companies that have underground utilities in the area before excavating. All excavation will be protected as required by the ARRC representative in charge of the project and back filled as quickly as possible.

Work Zone Around Machines:

Workers must not enter a machine's work zone without first communicating with the operator to establish safe work procedures.

Unless a different work zone is established in the job briefing, the work zone extends from a point 15 feet in front of the machine to a point 15 feet behind the machine. NOTE: Some machines such as cranes and ballast regulators also require lateral or side clearance to ensure the safety of all workers.

Unless a different distance is specified in the job briefing, keep at least 50 feet between machines while working.

Reporting:

Any personal injury sustained by a contract employee or any subcontractor while on ARRC property must be reported immediately (by voice mail if unable to contact) to the ARRC representative in charge of the project. If unable to contact the ARRC representative, call the Chief Dispatcher at 265-2421. The injury report form provided by ARRC is to be completed and sent by fax to the address indicated on the form no later than close of shift on the date of injury.

Weekend/After Hours Work:

When contractor employees are required to work on ARRC property after normal working hours or on weekends, the ARRC representative in charge of the project must be notified. *No one will be allowed to work alone* during the times specified above. When it is necessary to work during these times, a minimum of two employees must be present. This could be an ARRC employee with a contractor employee or two contractor employees.

Operation of Vehicles and Equipment:

Equipment and vehicles must operate at a safe speed. Be aware of operating conditions as well as the presence of other men and equipment working nearby. Operator's manuals will be in place in each vehicle and machine operating on ARRC property.

CARDINAL RULE:

**EXPECT A TRAIN FROM ANY DIRECTION,
ON ANY TRACK, AT ANY TIME!**

When in doubt -- take the safe course!

ARRC Contact Numbers:

Project Representative: Gabe Thomas 317-8970

Emergency Assistance: 911

Dispatcher Emergency: 1-800-478-2334

Spills: 748-2196 or 748-2470