

**RAILHEAD
SAFETY
BRIEFING**

Railhead OIC/NCOIC will:

- **Ensure loading areas are adequately lit at night or during inclement weather.**
- **Ensure/verify existing overhead power lines are de-energized and grounded prior to and during railhead operations.**
- **Ensure railcars are inspected for protruding nails, debris, snow or ice and removed if necessary.**
- **Ensure all antennas are removed prior to loading operations.**
- **Ensure all vehicles are ground guided onto railcars.**
- **Ensure gun barrels and crane booms are secured against any accidental movement.**

Railhead OIC/NCOIC will:

- **Ensure Combat Life Savers are positioned at key areas during operations.**
- **Ensure an emergency vehicle is on-site during the entire operation.**
- **Ensure emergency vehicle driver is familiar with route to medical facility or hospital.**

All personnel will:

- **Notify first line supervisor of any previous cold/hot weather related injuries.**
- **Dress appropriately for season and weather conditions.**
- **Take breaks if necessary, to prevent cold/hot weather related injuries.**
- **Drink adequate amounts of liquid to prevent dehydration.**
- **Contact on site medical personnel immediately for treatment of injuries.**
- **Wear appropriate Personnel Protective Equipment (protective headgear, reflective vest/belt, leather gloves, combat/steel toed boots).**

All personnel will:

- **Remove all jewelry - rings.**
- **Report all accidents/injuries through chain-of-command.**
- **Limit access to work site to mission essential personnel. Escort all non-operational personnel/distinguished visitors and provide protective headgear.**
- **Not run, walk backwards, jump from ramps/railcars or other elevated areas, or horseplay.**
- **Stay clear of tracks, switches, ramp edges, drop-off areas, cables and moving trains.**
- **Do not crawl under or between railcars.**
- **Stay away from overhead power lines.**

All personnel will:

- **Not enter restricted areas or position themselves between fixed and moving objects.**
- **Use proper techniques when lifting or transporting heavy or bulky objects (i.e. railcar stakes, tailgates, tie-down/blocking and bracing material).**
- **Use proper tools and eye protection when installing or removing tie-down/blocking and bracing material.**
- **Not throw tools, tie-down/blocking and bracing material on/off or across railcars.**
- **Maintain three point contact when climbing on/off equipment.**

All personnel will:

- **Maintain a clear zone around Material Handling Equipment (i.e. cranes, retches, forklifts).**
- **Never walk under suspended load.**
- **Be alert when walking in congested areas and on uneven surfaces.**
- **Smoke only at designated areas.**
- **Not carry any beverage containers, backpacks, etc. beyond the break area.**

Ground Guides will:

- **Wear reflective vest for better visibility and identification.**
- **Be familiar with hand and arm signals.**
- **Use flashlights during night or periods of inclement weather.**
- **Give clearly visible, standardized hand and arm signals.**
- **Maintain eye contact with driver.**
- **Not position themselves between parked and moving vehicles and not be on the same railcar as a moving vehicle (at least one railcar in between – if at all possible).**
- **Use two ground guides when backing vehicles in congested areas or vehicles larger than 2 ½ tons.**

Drivers will:

- **Be adequately rested (at least 7 hours of sleep in the last 24 hours).**
- **Not consume alcohol or drugs before and during the mission.**
- **Be licensed and properly trained for the assigned vehicle.**
- **Obey traffic rules and established speed limit(s).**
- **Maintain a safe distance to the vehicle driving ahead.**
- **Wear seat belts.**
- **Not wear headphones, goggles, smoke, eat or drink while driving.**
- **Ensure visibility is not obstructed by shipping documents, dirt, rain, ice or snow.**

Drivers will:

- **Verify that trailers are properly hooked up and secured to prime movers with safety chains.**
- **Verify that vehicles/trailers have proper tie-down points.**
- **Remove or secure secondary load.**
- **Be familiar with ground guides' hand and arm signals.**
- **Shut off headlights when approaching loading ramp to prevent blinding of ground guide.**
- **Follow only the front ground guide's hand and arm signals and stop immediately when losing eye contact.**
- **Drive carefully, especially in elevated, congested, or inadequately lit areas.**

Drivers will:

- **Avoid any unpredicted move, acceleration, or stopping.**
- **Secure parked vehicle against accidental movement (handbrake, chock blocks) and prevent oil spills (drip pan).**
- **Open windows when remaining in parked and running vehicle to prevent carbon monoxide poisoning.**

Non-operational equipment/towing operations:

- **Have a maintenance team on-site.**
- **Use proper slave cable to jump start vehicle.**
- **Ensure the wrecker/towing vehicle is capable of handling the towed vehicle/equipment.**
- **Use proper tow bars and secure towed vehicle/equipment against accidental disconnection.**

Hoisting operations:

- **Lifting devices must be capable to handle the expected load.**
- **Use spreader bars to avoid damage when lifting vehicles.**
- **Check for missing or damaged lifting eyes.**
- **Personnel must be trained to hook up equipment properly.**
- **Use only approved ladders to climb on and off equipment.**
- **Establish an appropriate visual and audio warning system in case of any emergency.**
- **Cease all lifting operations when warning system is released.**

Hoisting operations:

- **Attach guide ropes to loads lifted with single hook cranes to prevent unplanned oscillation.**
- **Guide rope handlers must wear gloves and hold rope tightly.**
- **Do not wrap guide rope around arm and hand.**
- **Avoid excess rope be tangled around foot or leg.**
- **Release guide rope immediately when uncontrollable movement occurs.**
- **Leave impact area immediately in case of hoisting equipment failure.**

Handling of Hazardous Cargo:

- **All incoming/outgoing containers, vehicles or equipment transporting hazardous cargo must be properly placarded and accompanied by the proper transportation documents.**
- **All incoming/outgoing containers, vehicles or equipment transporting hazardous cargo must be visually inspected for obvious damage or spills.**
- **Have appropriate spill kits available to control or clean up minor spills.**
- **Coordinate with on-site/servicing fire department to control and clean up major spills.**

Crew and Guards on train will:

- **Not climb on railcars after the loading is completed or during enroute stops.**
- **Not leave a stopped train without the Train Commander's and Train Conductor's approval.**
- **Never board or leave a moving train.**
- **Not ride on platforms, steps, on top of railcars, or in baggage cars.**
- **Not lean out the window.**
- **Not throw any objects out the window.**

Crew and Guards on train will:

- **Not pull the emergency brake, except in case of an actual emergency.**
- **Report all accidents/incidents to the Train Commander.**