

Providenza Santa Cruz Northern Job Descriptions

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Cement Train - "Cementipede"

Originates Mac St. Yard. Working with the helper crew or the Crusher, picks up coal and iron ore loads at San Jose. Picks up cement empties & gypsum from SP Xing. Runs to San Vicente via Damsite Jct., swaps loads for empties. Returns to Mac St. Yard setting out cement loads and gypsum empties at SP Xing.

Other Specific Instructions:

"Grays and Reds" – the key to switching Santa Cruz Portland Cement is to keep blocks together. Cut the head end power off at Fallon. Run down the branch, pull all MT non-cement cars ("MT REDS"), return to DS Jct., pull west past the junction switch. The helper shoves the cement hoppers down the branch, leaving the loaded REDS cars east of the junction switch on the main. The head end picks up the REDS on the main and takes all these cars to Sergeants. The helper returns to Fallon. Head end leaves all cars at Sergeants, goes down the branch, swaps gray for gray, spotting inbound cement cars on south siding.

Impaired Clearance: Bulk loadout: locomotives will not clear.

Return to Sergeants with the cement loads (keep them for a handle), pick up the REDS, leave caboose behind on the siding with MT REDS. Return down the branch; spotting loads where you removed MTs. Pull out past the junction switch, back up to Sergeants to couple up to the MT COAL and caboose. Make an air test and check for orders with Fallon.

Retainers Required: Holy City to E. Rica. Stop to set up at Holy City and at E. Rica to knock them down.

**Employee notes on the management version. The problem with this job bulletin is that you have to follow exactly what it says at one end of the run and ignore it completely at the other, and "they" don't tell you which is which. Of course! When you get the Cementipede up to Santa Cruz Portland Cement, follow the special instructions to the letter. Trust me on this one. But down at SP Xing...

If you are lucky your helper or the local switcher - the Crusher - is available to do most of the work. If you aren't then you won't pick up your helper until you are at the Apricot Spur in E. Rica and the Crusher will be busy elsewhere. It is then misery for both you and the yardmaster at Mac St. You end up having to run around a bunch of stuff a couple of times in the middle of his yard.

Send the helper (if you can get away with it, its an extra day's pay for the helper crew) or have the Crusher go over to WP Jct. and collect the coal cars. When it gets back, have the power pull out onto the main and back up to the absolute signal at SP Xing. Have the local or helper tack the Espee hoppers on the power. Entrain the helper between the cement and the coal. If you aren't picking the helper up until E. Rica, then back the train down on the coal cars and finally have the local tack the crummy on the back.

Del Monte, No. 142 & No. 127

This new Amtrak passenger train runs daily between San Francisco and Monterey via Santa Cruz.

Amtrak's morning Del Monte originates on the SP in Monterey. It runs from Santa Cruz to San Jose on the SCN as No 142. After a station stop it makes a reverse move to the Southern Pacific at SP Xing under the authority of the Mac St. Yardmaster.

The afternoon Del Monte originates on the SP in San Francisco. In San Jose it comes on to the SCN at

SP Xing, backs to the station under the authority of the Mac St. Yardmaster. After the station stop it proceeds to Santa Cruz as No. 127.

Drags

Westbound Drag #271

This WP – SCN pool freight originates at Stockton on the WP. Hauls through to Santa Cruz.

Sets out San Jose shorts (San Jose, W. San Jose, Mac St. & E. Rica) at Mac St. Yard. Filled with westward traffic at Mac St. blocked for Santa Cruz and Fallon. Max number of cars out of Mac St. is 23. Sets out mountain cars (San Vicente, Zayante, Fallon, FC&A interchange and Laurel) at Fallon.

Picks up westward traffic at Fallon

Eastbound Drag #272

This SCN – WP pool freight originates at Santa Cruz and runs through to Stockton on the WP.

Sets out any mountain cars (Laurel, San Vicente, Fallon, FC&A interchange and Zayante) at Fallon. Picks up E/B cars blocked in station order (SP, San Jose shorts, WP / ATSF [Stocktons]).

Sets out SP traffic at SP Xing.

Sets out San Jose, W. San Jose, Mac St. & E. Rica cars at Mac St. Yard. Fills with eastbound WP & ATSF traffic at Mac. St. Yard.

Extras

Extra _____ West

Originates Mac St. Yard, San Jose, works through to Santa Cruz as needed.

MT's, (shorts) for priority loading; misc. forwarder traffic, overflow traffic for Fallon (mountain cars) or Santa Cruz

Extra _____ East

Originates at Santa Cruz and runs through to Mac St. Yard, San Jose, as needed.

Overflow traffic for eastward connections at San Jose (SP Xing or WP Jct.); misc MTs, etc.

FC&A Log Train

The FC&A Log Train runs as an extra from Fall Creek Jct. to Laurel and return serving the Beroldingen **Lumber Mill at Laurel.**

FC&A power and caboose are located on the FC&A house track.

Follow the instructions for protecting the crossing at Fall Creek Jct. Pull the logs from the storage track and into Fallon. Be sure to return the crossing to SCN. Obtain train orders and clearance from the agent / operator at Fallon.

The logger runs to Laurel where it swaps its loads for empties. You will have to double the hill with the loaded log cars, setting out the first cut at Sergeants and returning to Fallon for the rear half of your train.

The logger returns to Fallon where it runs around its train and then sets out the empties at the FC&A storage track.

After setting out the empty logs the crew will spot / pull any FC&S local work at Fallon. Engines and caboose return to the house track.

Mountain Local

Originates at Fallon and does local industry switching on the mountain.

The following is, in approximate order, the jobs the Mtn. Local will complete during the day.

Takes cars for Laurel and runs west to Laurel after the departure of No. 201. Swaps cuts of cars for Beroldingen Lumber, pulls and spots MofW spur (Old Hihn spur) as needed. Does not switch Beroldingen Lumber. Returns to Fallon.

Switches FC&A Interchange. Switches local industries at Fallon. Blocks outbound cars for pickup by east and west Drags. Eastbound pickup should be blocked WPs, / San Joses / Espees, left to right as you face the tracks. Assists Drags in making setouts and pickups. Spots FC&A interchange.

Takes cars for Holy City and runs east to Holy City, switches cars and returns.

Perishables

Santa Cruz Perishables - West #201

This SCN – WP / ATSF fast freight originates at Stockton on the WP and runs through to Santa Cruz.

Sets out all SCN shorts (WP Jct. – San Jose – SP Xing – E. Rica) at West San Jose.

Filled at West San Jose by 1st trick Crusher with hot perishable traffic for Santa Cruz

Santa Cruz Perishables - East #202

This SCN – WP / ATSF fast freight originates at Santa Cruz and runs through to Stockton via WP.

Handles only traffic for San Jose (W. San Jose, Mac St. & E. Rica) and beyond.

Sets out any San Jose shorts at West San Jose.

Filled with hot perishable traffic at West San Jose by Swing Crusher.

Suntan, No. 34 & No. 33

This passenger trains runs daily between Santa Cruz and San Jose.

No. 34 originates at Boardwalk in Santa Cruz. It runs from Santa Cruz to San Jose with one stop at E. Rica.

No. 33 originates at SCN's San Jose Station and runs to Santa Cruz with a station stop at E. Rica.

Work Train

Extra _____ West / East

Originates Fallon, operates as an extra or a work extra, at various times and locations as directed.

Handles company materials and maintenance or way cars, works extra as required. Receives a work message with specific work for a given day.

The Crusher

The Crusher is the local industry switcher in San Jose. The following is, in approximate order, the jobs the Crusher will complete during the day.

First trick: Goes on duty at West San Jose. Cuts/fills the W/B Perishable for hot reefer traffic only.

Runs to WP Jct. to pick up interchange cars including coal loads for the Cement Train. Drops all cars except coal at Mac St. Yard. Runs to SP Xing with coal loads, fills Cement Train under direction of Trainmaster. Picks up Espee interchange and return to Mac St. Yard. Drops I/C and any reefers. Picks up San Jose / WP Jct. local cars. Runs to WP Jct., switches industries. Note: cars must be blocked for spotting leaving Mac St. Yard, there is no runaround track at WP Jct. Returns to Mac St. Yard. Power to the house for servicing.

Second trick: Originates at Mac St. Yard and switches local industries. Drops cars at Mac St. Yard, picks up local traffic for W. San Jose. Runs to W. San Jose, switches local industries and returns. Picks up Espee interchange. Runs to SP Xing, S/O interchange. Cuts coal empties from Cement Train when it returns, runs to WP Jct., sets out MTs, and returns to Mac St. Yard. Picks up fill for E/B Perishable and runs to W. San Jose. Cuts/fills E/B Perishable at W. San Jose, runs to Mac St., drops reefers and returns to W. San Jose.

**Employee notes on the management version: It takes too long to sort out reefers for the Perishable. If there is a block of reefers already standing ready to go this will work, but it doesn't usually happen. More likely he has a car or two to drop off.

Usually what the Crusher does is wait 'til the Perishable blows by, then collect everything at the crossing and drag it into Mac St., go over to the Junction, collect the coal loads and then work with the Cementipede.

Once the Cementipede is out of town, he sorts out the reefers and takes the appropriate cars to Mac St., waddles over to WP Jct. with anything going that way, sorts the junction, drags stuff back to Mac St. Takes SP and West San Jose local stuff out and delivers it. Then sort of hangs around waiting for the Cementipede to get back down the hill to take the coal cars back through Mac St. [Just so happens the back door to The Club is next to Bekins – we can tip back a cold one while we wait.]

In general, the Crusher, even though it is on his list, does not have that much interaction with the Perishable. And Mac St. has not been much interested in the Crusher delivering to Brooks Chocolate or engine service or any other place that would get in his way and has switched those cars himself – but your YM might see it differently. Good Luck.

Santa Cruz Northern RR

SPECIAL INSTRUCTIONS

MAC ST. YARD

The first thing to remember is that you are not trying to turn around every car you receive in the yard today. As trains arrive, fill them with the cuts already on hand. Build blocks for tomorrow's trains with the cars you receive today.

Standard Operating Procedures:

The following tasks will need to be accomplished during a typical day at Mac St. Yard. Refer to the Lineup for a summary of trains. The order you complete the tasks will depend on the ebb and flow of traffic and will probably not be exactly as set forth below.

1. Yard Check - Make sure all cars are properly represented in the Waybill file. If not, alert the Trainmaster or the Receiver.
2. WESTBOUND PERISHABLE arrives off the WP. He needs a Clearance Form A and your okay to leave. Roll him by as he departs.
3. Block West San Jose cut for the first trick Crusher.
4. 7:47 a.m.: Train #34, the SUNTAN, arrives on the main at the station. After the station stop the train set will have to be serviced and the power turned. The train set will have to be spotted for loading at the station by 4:30 p.m. for scheduled departure of Train #33 at 5:05 p.m.
5. Take the inbound Espee I/C from the CRUSHER and fill him with West San Jose local traffic. Swap waybills with the conductor. The Crusher fills the Cement Train with coal off the WP before his local work.
6. Westbound CEMENT TRAIN is built with covered hoppers off the SP at SP Xing and coal loads, etc. off the WP. Work with the crew of the Cement Train and the Crusher to put the train together out at W. San Jose. The Cement Train will pick up a helper here or at E. Rica.
7. 9:44 a.m.: DEL MONTE, #142 arrives. After a station stop, departs for SP Xing making a backing move through yard limits under your authority.
8. Block fill for the WESTBOUND DRAG:
Block one: Santa Cruz's, incl. Davenports
Block two: Fallons, including Laurel, Zayante and FC&A
9. Receive 1st trick Crusher and E.RICA LOCAL (if there is one). The Local terminates. Check waybills. Power to the house for servicing.
10. As time allows assemble your outbound blocks for SP interchange and for the WP / ATSF (Stocktons).
11. 5:05 p.m.: Train #33, the SUNTAN, departs on time.
12. CRUSHER returns, drops of pulls from WP Jct., fill with the Espee interchange and let him go west.
13. The DEL MONTE arrives from SP Xing making a backing move in yard limits, under your authority. It makes a station stop, and departs westbound at 6:10 p.m. as No. 127.
14. W/B DRAG arrives on Main or Back Track, blocked: San Joses / Santa Cruz's / Fallons. Sets out San Jose shorts. Cut him between his Santa Cruz and Fallon blocks; fill with blocks one and two (Santa Cruz's and Fallon's) from the yard to **max of 23 cars**. Blocking diagrams:

Arriving Mac St.:

Eng.	San Jose	Santa Cruz	Fallon
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Set out San Jose's:

Eng.	San Jose
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Cut Drag again:

Eng.	Santa Cruz	Fallon
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Fill:

Eng.	Santa Cruz	Santa Cruz & Fallon from Yard	Fallon
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15. W/B DRAG meets the E/B DRAG and then departs, @7:20pm.
16. EASTBOUND DRAG arrives. Sets out San Jose shorts. Fill with Stocktons (WP and AT&SF traffic) to [max of 24 cars](#). Departs E/B.
17. Build the SWING CRUSHER with local traffic only (no WP interchange cars) and get him out of town to WP Jct.
18. If there is enough traffic for an E.RICA LOCAL contact the Dispatcher to call a train. Add power and caboose, send him west.
19. E/B CEMENT TRAIN arrives. Covered hoppers to SP interchange, coal empties to the interchange track at WP Jct.
20. EASTBOUND PERISHABLE arrives. Fill with any hot WP/ AT&SF perishable traffic. Highball on the roll by as he gets out of town.
21. Yard check, verify waybills, and prepare Yard Turnover, showing: West
San Jose, San Jose and WP Jct. (local traffic)
 - E. Rica Local
 - Fallons (Laurel, Holy City, FC&A) & Santa Cruz's (Davenport)
 - Stocktons (WP / ATSF) block,SP interchange block,
 - MT/s, Bad Orders, Scale, Cleanout

Santa Cruz Northern RR.

Laurel – E. Rica

Agent / Operator

Supplemental Instructions

These special instructions supplement but do not replace the standard Santa Cruz Northern Agent / Operator Special Instructions (copy attached) and are for the use of employees working the Laurel – E. Rica Agent / Operator job. The basic job outline is found in the Agent / Operator Special Instructions. The purpose of these supplemental instructions is to give a more in depth look at the day-to-day activities the job entails.

Your duties include work at the stations at Laurel and E. Rica. You will see the following trains during the day; consult the timetable to confirm schedules:

Train Movements at Laurel:

5:56 am: **Suntan East, #34** – no work.

7:25 am: **Santa Cruz Perishable West, #201** – no work.

8:47 am: **Del Monte East, #142** – no work

@ 8 am: **Mountain Local** – goes on duty at Fallon. ML will run as extra west to Laurel to drop off and pick up cuts of cars for the Beroldingen Lumber mill, switches the SCN team track and MofW spur as needed. ML will return as extra east to Fallon.

3:35 pm: **East Drag, #272** – no work.

5:56 pm: **Suntan West, #33** – no work, meets the West Drag.

7:07 pm: **Del Monte West, #127** – no work.

9:50 pm: **West Drag, #271** – no work.

12.01 am: **Santa Cruz Perishable – West, #202** – no work.

Local: **Mill Job** – industrial switcher at Beroldingen Lumber.

Extra: FC&A Log Train – Runs from Fall Creek Jct. to Laurel, swaps loads for empties and returns to Fall Creek Jct.

The SCN Work Train will run as needed.

Extra trains may be called at any time.

Train Movements at E. Rica:

@ 5 am: E. Rica Local – goes on duty at Mac. St. Yard, San Jose. Runs to E. Rica, switches local industries, returns to Mac. St. Yard.

6:25 am: Santa Cruz Perishable – West, #201 – no work.

7:37 am: Suntan East, #34 – station stop, line him onto the siding.

9:25 am: Cement Train, extra west – A turn. Meets #142. No work. May add helpers westbound if they were not added at San Jose.

9:29 am: Del Monte East, #142 – no work.

@ 2 pm: Light Helper returns. Put him on the Apricot spur for the Drag.

@ 3 pm: Cement Train, extra east – no work.

5:15 pm: Suntan West, #33 – station stop, line him onto the siding.

6:22 pm: E/B Drag, #272 – Meets #127. No work; adds helper if needed.

6:22 pm: Del Monte West, #127 – no work.

7:50 pm: W/B Drag, #271 – no work. May add helpers.

12:50 am: Perishable East, #202 – no work.

The SCN Work Train may run as needed.

Extra trains may be called at any time.

Procedures:

The flow of your day will be something similar to (though not exactly like):

Prepare a “yard check” of cars at E. Rica and Laurel. This is a survey of all yard and industry trackage at those stations to find out what you have on hand. Check the waybills for both towns in the waybill boxes at your desk and compare them to your yard check.

Check for MT car requests from E. Rica and Laurel industries. If you have suitable cars on hand (MT's released by other local industries), confiscate them for your use. Assume released clean except for tank cars – which will be returned via reverse route and cleaned by the shipper.

Check to see if the E. Rica Local is already in town. Prepare a switchlist for the crew's work. If the ERL has not arrived check with the Mac St. YM to see if he has the info for cars to be spotted and add it to the list; if not, add spots when you get the waybills from the ERL's conductor.

OS the Suntan East, #34 out of Laurel.

L-ER Opr: "OS Laurel"

DS: "Dispatcher, go ahead, Laurel"

L-ER Opr: "OS number 34, departed Laurel at 6:54 am"

DS: "#34 at 6:54, thanks"

OS the West Perishable, #201, out of E. Rica.

OS the Suntan #34 arrival and departure after its station stop at E. Rica.

OS #201 at Laurel.

Gather the waybills for the cars the Mountain Local will take back to Fallon from Laurel. If the agent at Fallon does not call you first, call him/her and get the info on the cars the Mountain Local has with him. Prepare the switchlist for the ML's work at Laurel. Remember that the ML does not switch Beroldingen Lumber, he only drops off and picks up the cuts of cars for that industry.

OS #142 at Laurel.

OS, E. Rica, the westbound Cement Train in the siding, it has a meet with #142.

OS #142 at E. Rica, and Cement train departure.

Prepare the switchlist for the Mill Job at Laurel, listing pulls and spots.

OS, Laurel, the Mountain Local arrived at Laurel with work.

Contact the DS and copy a Form G train order for the ML's return trip to Fallon.

Issue the Clearance with the order # for the ML extra east, hoop 'em up to the crew and give them a roll by as they get out of town.

OS, E. Rica, arrival of light helper from the west, he should let himself into the Apricot Spur.

OS, E. Rica, Cement train loads, eastbound.

OS the Eastbound Drag #272 by Laurel.

OS Suntan West #33 arrival and departure at E. Rica after station stop.

OS the Westbound Drag #271 arrival at E. Rica. He holds the main for his meet with #127.

OS Suntan West #33 at Laurel.

OS arrival and departure of the Del Monte West, #127 and departure of E/B Drag #272 after their meet.

OS the Westbound Drag #271 by E. Rica.

OS the Westbound Drag #271 at Laurel.

Prepare switchlist for FC&A Log Train.

OS Perishable East #202 by Laurel.

OS Log Train arrival.

Copy orders and issue clearance for return of the Log Train to Fall Creek Jct.

OS Perishable East, #202 by E. Rica.

OS FC&A Log Train departure as an Extra East.

Do final yard checks. Compare the lists you make during the yard check with your waybill racks, note any discrepancies and forward such information to the Dispatcher.

At any time, copy orders as directed by the DS and issue clearances as needed for trains at Santa Cruz, Fallon, and WP Jct. OS extras as required.

Santa Cruz Northern RR

Special Instructions Agent / Operator

Your tasks as **Agent**, in chronological order:

- Yard Check. Make sure that all cars on siding(s) and spurs have car cards
- and are routed correctly, at all stations under your responsibility
- Receive empty car orders from local industries. If you have appropriate empties, from any of your stations, assign them,
- Forward unfilled MT car requests to the Yardmaster at Mac St. Yard,
- Check the card rack for loaded or empty cars that have been released by local industries,
- Prepare switch list for the local indicating released cars to be picked up and incoming loads and empties that need to be spotted,
- Notify the train dispatcher of any conditions that would effect the safe and expeditious movement of trains such as blocked siding, work required, short rested crews, high-wide movements, etc.
- Prior to the end of your shift, perform a yard check if time permits without overtime.

Your tasks as **Operator**:

- Maintain the Station Record of Train Movements,
- Notify ("OS") the Dispatcher of the time that trains arrive / leave your station(s),
- Set Train Order signals as required,
- Copy Train Orders as directed by the Train Dispatcher,
- Issue Clearances for scheduled or extra trains that originate at your station(s) and for all trains for which you have train orders,
- Deliver Train Orders and Clearances to train crews.
- Roll by all trains if duty requirements permit.