

## Rule Updated Date

April 7, 2010

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## 2.20: Internal Adjustments

Employees are prohibited from making internal adjustments to a railroad radio unless they are specifically authorized by the FCC or hold a current Certified Technicians Certificate. Employees authorized to make adjustments must carry their FCC operator license, Certified Technicians Certificate, or verification card while on duty.

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## 2.21: Electronic Devices

The restrictions in this rule apply to use of personal and railroad-supplied electronic devices by railroad operating employees and does not affect the use of railroad radios under FRA regulations.

### PROHIBITED USE:

**A railroad operating employee shall not use an electronic device while on duty if that use would interfere with the performance of safety-related duties. Electronic Devices must not be used to verbally obtain or release a mandatory directive when radio communication is available.**

#### A. Personal Electronic Devices:

Devices must be powered off with any earpiece removed from the ear, and properly stowed while on duty.

Except as described in Sections C and D below, use by any crew member in the cab of a controlling locomotive is prohibited when:

- On a moving train.
- Any member of the crew is on the ground or on moving equipment.
- Any railroad employee is assisting in preparation of the train, engine or on-track equipment for movement.

#### B. Railroad-Supplied Electronic Devices:

Unless required to be powered on for purposes of timely, automated updating or transmission of information, railroad-supplied electronic devices must be powered off with any earpiece removed from the ear, and stowed when not in use.

Crew members authorized to use railroad-supplied electronic devices may use such devices when:

- A job briefing is held and all crewmembers agree the device is safe to use.

- Not on a moving train.
- The crewmember using the device is not fouling the track.

Note: For Work Order Reporting Devices, refer to System Special Instructions Item 15.

### C. Limited Use Permitted:

**After conducting a safety briefing with all crew members** and agreeing the limited use of the device is safe, the use of an electronic device is permitted if necessary to respond to an emergency situation involving the operation of the railroad, to respond to an emergency encountered while on-duty, or necessary due to a radio malfunction or as follows:

1. **Railroad-Supplied Device:** may be used by a crew member for exchange of work related information during train operations with railroad supervisors, dispatchers, customers, NCSC, or customer service employees.
2. **Digital Storage and Display Function:** may be used to refer to a railroad rule, special instruction, timetable, or other directive if the wireless capability of the device is disabled.
3. **Voice Communication:** permitted on the condition that the device must be turned off as soon as the call is completed.
4. **Camera:** may be used to take a photograph of a safety hazard or a violation of a rail safety law, regulation, order, or standard, provided that:
  - The device is a personal stand alone camera. NOTE: A camera that is part of a cell phone or other similar multi-functional electronic device is not included in this exception unless it is a railroad-supplied device and is used for an authorized business purpose; and
  - The camera is turned off immediately after the photograph is taken; and the camera is not used by an employee at the controls of moving equipment.

A personal stand-alone calculator, digital watch whose only purpose is as a timepiece and medical devices that are consistent with the railroad's standards may be used as necessary in the performance of duties.

### D. Permitted Use:

An operating employee may use an electronic device when:

- Deadheading in a non-controlling unit or automobile.
- In a crew room to update rules or documents specified in SSI Item 7-A, or other required company provided electronic media only.

Railroad authorized electronic devices may be used in the body of a business car or passenger train for railroad business when it will not interfere with an employee's performance of safety related duties.

### **Engineering, Mechanical, and Premium Operations Employees will be governed by the following:**

A camera may be used to take a photograph of a safety hazard or a violation of a rail safety law, regulation, order, or standard, provided that:

- The device is a personal stand alone camera. NOTE: A camera that is part of a cell phone or other similar multi-functional electronic device is not included in this exception unless it is a railroad-supplied device and is used for an authorized business purpose; and
- The camera is turned off immediately after the photograph is taken; and the camera is not used by an employee at the controls of moving equipment.

## **E. Engineering Employees**

When cell phone use is allowed, employees must follow all applicable federal, state and local laws. Use of electronic devices is governed by the following:

1. Before using an electronic device, determine that it is safe to do so.
2. Operators of vehicles and equipment, including hyrails, must not use an electronic device while equipment is moving. A computer may be used for business purposes, however, the operator must stop equipment when necessary to enter or view information. If the computer is not equipped with a screen black out process that blacks out the screen when equipment is moving faster than 5 MPH, the device screen must not be viewable to the operator. Passengers may use cell phones or computers as long as their use doesn't distract the driver from safely operating the equipment.

Employees must not use electronic devices when:

- Standing or walking on a roadway.
- Foul of any track.
- In close proximity to men or equipment working on or off track.

## **F. Mechanical Employees**

### **1. Personal Use of Electronic Devices**

- Electronic devices must be limited to designated break and meal periods.
- Electronic devices must be turned off except when in a designated break or office area.

### **2. Business Use of Electronic Devices**

Employees must ensure that electronic device usage does not compromise the safety of themselves and others.

Electronic devices must not be used while:

- In a red zone.
- Walking.
- Operating any vehicle (locomotives, car movers, forklifts, scooters, man lifts, etc.)
- Operating or in close proximity of operating machinery.
- Moving locomotives.
- Performing any safety sensitive work activity
- In the line of fire.

## **G. Premium Operations**

UPRR intermodal ramp employees will be governed by the following:

In addition to rule 74.3, with exception of company data devices at the gate or equipment VMU's, no one may use any electronic device while on a UPRR intermodal ramp with the following exceptions:

- Use of electronic devices should be limited in nature and cell phones must be powered off and not used when in a red zone or when operating ramp related equipment of any kind. Electronic devices may not be used when working on the ground, in mechanical areas, in and around any type of equipment or when performing any type of safety sensitive task.
- Operators of over the road trucks, passenger vehicles and repair type vehicles are permitted to use cell phones only when a hands free device is used along with voice activated or speed dialing or when parked in designated parking areas. Gate lanes are not designated parking areas for this purpose. The use of a cell phone for anything other than voice communication is prohibited while operating a motor vehicle.
- Use of electronic devices is permitted only in break areas, office areas or in parked passenger or over the road type vehicles in designated parking areas.

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#### **System Special Instructions**

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