

**OPERATING RULES FOR SD&AE / S.D.M.R.R.C**  
**(Extracted from the Consolidated Code of Operating Rules, 1959 edition, and  
adapted for model railroad use)**

## **Rules Governing Use of Club Facilities and Conduct of Club Members, Visitors and Guests**

### **General**

- 1) The following rules have been adopted by the San Diego Model Railroad Club Board over a period of time and are designed to give greatest enjoyment and pleasure to the greatest number of Club members, and observance by all is requested so the a few careless or thoughtless individuals do not infringe upon the rights of others.
- 2) Rules may be modified from time to time, as the Board deems appropriate and to be in the best interest of the Club. (This does not apply to Bylaw changes. Bylaw changes can only be made as set forth in the Bylaws.) The Board has delegated implementation and enforcement of rules to the appropriate staff members and/or appointed Officers.
- 3) The Club shall not be responsible for damage to or loss of personal property upon the Club premises. While the Club may provide limited security services, it will not be responsible for personal property stored in Club lockers.

### **Personal Conduct**

- 1) Club members, their families and guests shall conduct themselves properly at times while on Club premises and shall observe all applicable Club Rules and Regulations.
- 2) An adult Club member while at the Club shall accompany children under fifteen (15) years of age.
- 3) Under no circumstances is a member or guest to criticize directly or otherwise censure any member of the Club or museum staff. Any such criticism of should be directed to the VP/GM, or Member-in-Charge, privately.
- 4) Violations of the Club's rules, boisterous or offensive conduct shall be grounds for temporary expulsion of any person from the Club premises.

### **House Rules**

- 1) Keep your hands, arms and other items off the layout.
- 2) Do not remove any items from the layout that is not your personal property. Items may only be removed with the permission of the VP/GM.
- 3) Club property lost or destroyed by a member must be replaced or paid for by the member.
- 4) All members must mark their motive power and rolling stock to show ownership.
- 5) All members must sign-in when entering the layout.
- 6) Operators must be set-up and ready to run by the opening of the museum for that day.
- 7) The Club door must remain closed during museum hours.
- 8) Food items must be thrown out in the trashcans in the public isle way out side the layout.
- 9) All Club visitors must be escorted at all times by a Club member inside the layout.
- 10) All boxes and storage containers must be stored under the layout during operating sessions.
- 11) Take care when reaching onto the layout; clothing can easily be caught on the scenery.
- 12) At the end of an operating session normalize all switches to the main, turn off all blocks, and turn off the power at each panel and at the breakers.

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**GENERAL RAILROAD RULES**

- A. Employees whose duties are prescribed by these rules must provide themselves with a copy. Employees whose duties are in any way affected by the time table must have a current time table with them while on duty.
- B. Employees must be conversant with and obey the rules and special instructions. If in doubt as to their meaning they must apply to proper authority for an explanation.
- C. Employees must pass the required examinations.
- D. Employees must render every assistance in their power in carrying out the rules and special instructions and must promptly report to the proper official any violation thereof.
- E. Accidents, defects in track, bridges or signals or any unusual condition which may affect the movement of trains or engines, must be promptly reported to the proper authority.
- F. The use of intoxicants or narcotics by employees available for duty or their possession or use while on duty, is prohibited.
- G. The use of tobacco by train service employees in uniform, or station employees, on duty, while in the presence of patrons, is prohibited.
- H. Employees on duty must wear the proscribed badge and uniform and be neat in appearance.
- I. To avoid annoyance to the public, employees and others authorized to transact business at stations and on or about trains must be courteous, orderly and quiet.
- J. In case of danger to the Company's property employees must unite to protect it, and must take every precaution to guard against loss or damage from any cause.
- K. Employees must exercise care to avoid injury to themselves or others. They must observe the condition of equipment and the tools which they use in performing their duties and when found defective will if practicable put them in save condition, reporting defects to proper authority.
- L. Employees must expect the movement of trains, engines or cars at any time, on any track, in either direction. They are warned they must not rely on others to notify them of approaching trains, engines or cars.

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**DEFINITIONS**

**BLOCK (MRR)**

- A length of track of defined limits which can be electrically isolated from adjacent track and operated independently from them.
- A cut of cars all destined for the same destination.
- The act of putting cars into a block.

**BLOCK**

- A length of track of defined limits, the use of which by trains and engines is governed by block signals.

**BLOCK STATION**

- A place from which block signals are operated.

**MANUAL BLOCK SYSTEM (MRR)**

- System of operation by which trains are authorized to travel between sections or stations by block signal indication, verbal authorization, hand signals, or other forms of communications.

**MANUAL BLOCK SYSTEM**

- A series of consecutive blocks, governed by block signals operated manually, upon information by telegraph, telephone or other means of communication.

**ENGINE**

- A unit propelled by any form of energy, or a combination of such units operated from a single control, used in train or yard service.

**HELPER ENGINE**

- An engine used to augment road engines when starting trains or when traversing steep grades.

**YARD ENGINE**

- An engine assigned to yard service.

**REGULAR TRAIN**

- A train authorized by a time-table schedule.

**EXTRA TRAIN**

- A train not authorized by a time-table schedule. It may be designated as:
  - Extra - for any extra train except passenger extra or work extra;
  - Passenger extra - for passenger train extra;
  - Work extra - for work train extra.

**MAIN TRACK**

- A track extending through yards and between stations, upon which trains are operating by time-table or train order, or both.

**SIDING**

- A track auxiliary to the main track for meeting or passing trains.

**SINGLE TRACK**

- A main track upon which trains are operated in both directions.

**TWO OR MORE TRACKS**

- Two or more main tracks upon which the current of traffic may be in either specified direction.

**CURRENT OF TRAFFIC**

- The movement of trains on a main track in one direction specified by the rules. (Usually applies to double track)

**SCHEDULE**

- That part of a time-table which prescribes class, direction, number, and movement for a regular train.

**SECTION**

One of two or more trains running on the same schedule displaying signals or for which signals are displayed.

**SECTION (MRR)**

- A set of blocks which are all controlled from one control board or panel.

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**SECTION BREAK (MRR)**

- The point on a track or tracks where the control of a train passes from one section to another.

**TRAIN ORDER**

- The verbal or written authority for the movement of trains or engines not covered by time-table. Train orders are issued by the dispatcher (member in charge) and are in effect for the period of operation unless annulled.

**STATION**

- A place designated in the time-table by name.

**SUPERIOR TRAIN**

- A train having precedence over another train.
  - TRAIN OF SUPERIOR RIGHT - A train given precedence by train order.
  - TRAIN OF SUPERIOR CLASS - A train given precedence by time-table.
  - TRAIN OF SUPERIOR DIRECTION - A train given precedence in the direction specified by time-table as between opposing trains of the same class.

**TIME-TABLE**

- The authority for the movement of regular trains subject to the rules. It contains the classified schedules of trains with special instructions relating to the movement of trains.

**TRAIN**

- An engine or more than one engine coupled, with or without cars, displaying markers.

**YARD**

- A system of tracks within defined limits providing for the making up of trains, storing of cars and other purposes, over which movements not authorized by time-table, or by train order may be made, subject to prescribed signals and rules or special instructions.

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**RULES**

1. Standard time will be transmitted to all points, at 0800 Pacific Time, daily.
2. All employees responsible for the movement of trains will compare their clocks with a standard clock at least once a day. The location of standard clocks is shown in the time-table.
3. Each time-table from the moment it takes effect, supercedes the preceeding time table.
4. Not more than two times are given for a train at any station. Where only one is given, unless otherwise indicated, is the departing time. Where two are given they are the arriving time and the departing time.
  - On single track, unless otherwise specified, the time applies at the siding switch where an opposing train clears. Where there is no siding time applies at the station sign.
  - On double track, unless otherwise specified, the time applies at the station sign.
  - Schedule meeting or passing stations will be indicated by notes in the time table.
12. (h) Any object waved violently by any person on or near the tracks must be respected as a signal to stop.
13. Unless otherwise provided the following signals must be displayed in the places provided to the rear of every train:
  - Marker lamps or flags
  - A proper End of Train Device
71. A train is superior to another train by right, class, or direction.
  - Right is conferred by train order, class, and direction by time-table.
  - Right is superior to class or direction.
  - Direction is superior, between trains of the same class.
72. Trains of the first class are superior to trains of the second; trains of the second class are superior to those of the third; and so on.
73. Trains in the direction specified in the time-table are superior to trains of the same class in the opposite direction.
74. Extra trains are inferior to regular trains.
75. A main track must not be fouled or occupied without authority.
76. When a train, either on the main track or siding, is to stop to be met or passed by another train, or is to stop for a signal at the end of a siding, the stop should be made behind the fouling point if the length of the train will permit.
77. Time-table schedules, unless fulfilled or annulled, are in effect for twelve hours after their time at each station.
78. A train must not leave any station until it has been ascertained whether all trains due, which are superior, have arrived or left.
79. Extra trains may pass or run ahead of second, third, and fourth class trains and extra trains.
80. Unless otherwise provided, an inferior train must be clear at the time of opposing superior trains not less than five (5) minutes.
81. Extra trains will be governed by train orders with respect to opposing extra trains. At meeting points between extra trains the train in the inferior time-table direction must take the siding unless otherwise proscribed.
82. Unless otherwise provided the inferior train must take siding at meeting points.
83. At schedule meeting points between trains of the same class, the superior train must stop clear of the switch used by the train taking the siding unless the train to be met is clear of the main track and the switch is properly lined.
84. Trains in the same direction must be kept at least ten (10) minutes apart, except when closing up at stations.
85. A train must not leave a station in advance of its schedule leaving time.
86. Stations having yard limits will be designated by special rule in the time table.
  - Within yard limits trains and engines may use main track to protecting against second class or inferior and extra trains or engines, but must give way as soon as possible upon their approach.

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- All except first class trains must move within yard limits prepared to stop short of train, obstruction, or switch not properly lined.
  - First class trains moving against the current of traffic must move within yard limits prepared to stop short of train, obstruction, or switch not properly lined.
87. Two or more sections may be run on the same schedule, each section has equal time-table authority. Sections must be authorized by train order.
88. Unless otherwise provided, extra trains must be authorized by train orders.
89. When there has been a derailment, after equipment has been re-railed it must be known, by inspection of track and equipment, that it is safe for the train to proceed.
90. Unless otherwise provided, cars must not be handled ahead of engine between stations, except in emergency or when necessary to take cars to or from spur track or in work train service.
91. Conductors and engine foremen are responsible for the positions of switches used by them and their crews, except where switch tenders are stationed. Switches must be properly lined after having been used.
- A switch must not be left open for a following train or engine unless in charge of a member of the crew of such train or engine.
  - A train or engine must not foul a main track until the switches connected with the movement are properly lined.
92. Main track switches must be left in the normal position, except when changed for immediate movement through them.
93. Trains using other than main track must proceed prepared to stop short of train, obstruction, or switch not properly lined.
- When practicable, a train entering siding will not stop until train is clear of main track.
  - Sidings must not be blocked unless authorized by trainmaster, except in an emergency. When so blocked, wire report must be made to the trainmaster from first open office of communication.
94. Trains or engines must run at restricted speed in passing a train receiving or discharging traffic at a station, except where proper safeguards are provided, or the movement is otherwise protected. Trains or engines must not pass between train and platform at which traffic is being received or discharged unless the movement is properly protected and proceed signal is received. Movement then must be made at restricted speed.
95. In case of doubt or uncertainty, the safe course must be taken.
96. On double track, trains must keep to the right, unless otherwise provided.

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**TIME-TABLE NOTES**

- T-1 Eastbound trains are superior to westbound trains of the same class
- T-2 Eastbound trains are designated by assignment of even numbered train numbers
- T-3 Trains of the first class are designated by assignment of train numbers from 1-99, second class train numbers from 100-199, third class train numbers from 200-299, fourth class train numbers 300-399.
- First class trains – passenger trains.
  - Second class trains – priority freight.. perishable & livestock.
  - Third class trains – general freight.
  - Fourth class trains – local switches and turns.
- T-4 M.B.S. (manual block system) is in effect El Centro (EC) to San Diego Union Station (SD)
- T-5 Train limit is 19 ft. including engine and caboose. Dispatcher (member in charge) authorization is required to exceed this train length during any operation.
- T-6 Light helpers are authorized to run as extras to return to helper stations, subject to M.B.S. authorization. Section operators are responsible to ensure extra movements do not delay regular trains.
- T-7 Double track rules are in effect Plaster City to Coyote Wells and from east switch at Tijuana to San Diego Union Station.