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# UNION PACIFIC RAILROAD COMPANY PREMIUM OPERATIONS DEPARTMENT ADDENDUM

## Contractor Minimum Safety Requirements

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**Union Pacific Railroad's Contractor Minimum Safety Requirements document is incorporated by reference.**

Depending on the type of work and the work location, there are many specific safety regulations, including but not limited to OSHA, FRA, FMCSA requirements, that Union Pacific requires its Contractors to follow. Contractors should also be prepared to comply with all safety requirements found in their agreements to perform work for Union Pacific.

**All Union Pacific rules and/or policies in effect at the time work is performed are controlling, including rules that are not listed in this document.. Please refer to the applicable General Orders, and other official publications of policy or instructions. Contractor Personnel are responsible for knowing and complying with rules that apply to their particular job responsibilities.**

**Any questions regarding this information should be directed to the UPRR manager in charge of the work location or to the Director Intermodal Safety at company line 402-544-6714.**

#### **SECURITY AND ACCESS TO UNION PACIFIC INTERMODAL FACILITIES:**

Physical security is essential for the welfare and safety of all personnel and property at the work location. In addition to compliance with Section 2.3 of the Contractor Minimum Safety Requirements, Contractor Personnel are required to follow these guidelines:

- Facilities of Union Pacific are not to be used for any personal needs such as maintenance of vehicles, storage etc.
- All Contractor Personnel are to maintain a current eRailSafe ID card or copy of application paperwork that was issued within the past 30 days.
- Individual Contractor Personnel spot checks for proper eRailSafe ID should be performed by the Contractor at a minimum on a weekly basis. The Contractor-in-Charge is required to notify the Union Pacific manager in charge of the work site of Contractor Personnel who no longer requires access to Union Pacific property within 2 weeks of termination, transfer or resignation.
- Business related visitors on intermodal ramps are to report to the inbound gate, sign a release of liability form and obtain a visitors pass. All visitors must be escorted by a Union Pacific manager or a manager for the company they are visiting.
- Business related visitors at automotive ramps are to report to the Contractor-in-Charge of that location.
- No personal visitors are allowed on Union Pacific property without the permission of the Director Intermodal Operations or Director Automotive for the region in which the facility is located.
- Anyone loitering or trespassing is to be reported to Union Pacific RMCC at 800-877-7267. Avoid altercations with trespassers and others, get a complete

description and ensure responding law enforcement officers have all details of activities and request removal from Union Pacific property.

- Horseplay, practical jokes or other pranks are not allowed on Union Pacific property.
- No one may remove any property not specifically belonging to them including dunnage etc. Trash must be disposed of in approved containers at the facility.
- All Union Pacific owned property and work equipment must be used only for intended purposes and may not be removed from Union Pacific property without the consent of the Union Pacific manager for the facility it is at.

### **INSTRUCTIONS & RULES:**

All automotive and intermodal policies, work directives, standard work and processes that affect work being performed must be complied with and any unusual circumstances that require any type of deviation must be approved by the UPRR site manager.

- Copies of the current UPRR Safety Rules, General Code of Operating Practices, standard work, site specific directives and automotive or intermodal policies can be obtained from the UPRR manager in charge of each work location. Any questions or concerns should be addressed to the UPRR manager in charge of each work location.
- Intermodal dray personnel are to follow all instructions contained within the IANA Intermodal Terminal Drayman Rules Pocketbook which can be obtained at the Intermodal facility gate house.

### **SAFETY PLAN:**

All Contractors assigned to Premium Operations work areas shall maintain an accident prevention program (“Safety Plan”) and designate a safety representative. This plan will be shared with the Union Pacific site manager on a semi-annual basis and is to be posted at the work site. Updated or revised plans will be shared with the Union Pacific site manager.

- The Contractor’s safety representative will ensure that the Safety Plan is in place and that job site safety requirements are met. Job safety meetings and routine audits of work performed should include review of Safety Plan requirements.
- The Contractor’s safety representative will routinely survey the work site to ensure all safety concerns are addressed and that appropriate risk mitigation measures are taken to ensure safety. In addition, routine checks of operating equipment, tools and facilities will be completed to ensure compliance with all applicable safety and health regulations.

Contractors are to ensure that all safety related training and certification for all contract workers is complete and current and maintain documentation for review by Union Pacific management as requested.

## **SAFETY CONES:**

Safety cones used for protection personnel, equipment and work areas shall meet the following minimum requirements:

- Be a minimum of 28" tall
- Have at least one retro-reflective collar 4" or more in width
- Be stenciled with the name or initials of the company name
- Be maintained in good order, clean and bright

## **CRITICAL RULES:**

Noncompliance with "critical rules" could potentially result in serious or life-threatening consequences for employees or the public or could compromise safe railroad operations. This includes repeated or deliberate failure to comply with instructions.

The following rules are defined as "critical rules" for all individuals performing work at any Premium Operation work site. Contractor Personnel are required to understand, follow, and routinely review and discuss these rules with all Contractor Personnel performing work at Premium Operations work locations. The rules and updates may be obtained from the UPRR manager in charge of the work site. They include (see also Appendix A of the Contractor Minimum Safety Requirements document):

- 1.13 – Failure to Follow Instruction
- 2.21 – Electronic Devices
- 5.13 – Blue Signal Protection
- 7.6, 32.1.1, 32.1.2, 32.1.3, 32.1.4, 32.2.1 – Securing Cars, Engines, Trains
- 74.3 – Cell Phone / Electronic Device use
- 74.5 – Seat Belts
- 74.12 – Off Road Vehicles
- 81.23 – Lockout Protection Required
- 83.1.6 - Adjustment of Containers
- 83.1.9 – Intermodal Equipment Maintenance Repair Lockout / Tagout Procedures
- 83.2.1 – Speed Limits on Ramp
- 83.2.2 – Observing Stop Signs / Stop Lines
- 83.3.2 – Overhead Lifting
- 83.3.4 – Staying Clear of a Suspended Load
- 83.3.5 – Getting On and Off Intermodal Cars
- 83.3.8 – Crossing Platforms
- 83.4.2 – King Pin (Inspect to Ensure Locked)
- 83.4.3 – Loading Container on Flat Car – COFC
- 83.4.5 – Hitches
- 83.5.4 – Securing Containers

## **STOPPING WORK:**

Any individual at a Premium Operations work site has the authority to and is expected to stop work if they believe that a serious safety condition exists, or a violation of a critical safety rule has taken place.

- If work is stopped, a Contractor-in Charge or Union Pacific manager shall be immediately notified of the work stoppage and the reason the work was stopped.

## **PERSONAL PROTECTIVE EQUIPMENT (PPE):**

Personal protective equipment described in Union Pacific's safety rules must be worn by all individuals as required in the work location.

- Hard hats must be worn at all locations on an intermodal ramp with the exception of administrative areas.
- Safety glasses must be worn any time actual work is being completed unless in an enclosed cab of a vehicle or piece of machinery with windows closed.
- OSHA Standard 1910.136 and ANSI Z41.1, standard class #75 lace up safety toe footwear at least 6" in height must be worn by all personnel working intermodal ramps.
- Hearing protection must be worn any time an individual is within 50' of energized equipment.
- All safety equipment and PPE must meet minimum OSHA safety standards.
- ANSI class II or greater lime colored vests are required by all contract, sub contract and other vendor Contractors and visitors.
- Proper gloves are to be available and must be worn whenever working in and around equipment, doing hot work etc.

## **ENVIRONMENTAL HAZARDS:**

All environmental hazards caused by or observed by the contractor must be reported to RMCC and the local UPRR manager responsible for the facility as soon as practical..

## **EQUIPMENT AND TOOL MAINTENANCE:**

All tools, equipment and materials that are supplied by a contractor, third party contractor or vendor must be properly maintained and kept in good order. Any tool or piece of equipment that presents a safety hazard should be immediately removed from service. Use of the proper tools in the performance of work is required. All vehicles that are operated within Union Pacific facilities should be in proper working order and meet all DOT requirements.