



THE BELT RAILWAY COMPANY OF CHICAGO

MECHANICAL NOTICE

#2018-014

Effective 0001, Wednesday, July 25, 2018

To: All Utility Employees (Mechanical - Marker Men)

Subject: ETD Tracking and Outbound Train Inspection Documentation

A new inbound reporting process has been put into place for tracking End of Train Devices (ETD's) that arrive on inbound trains. A tracking sheet is in service, and this must be completed and submitted to proper authority prior to the end of each shift.

Carriers pay for ETD's on a daily basis. They desire to utilize their own ETD's on outbound trains.

In order to track ETD's and manage this process, the BRC needs to know if inbound trains have home road or foreign carrier ETD's.

Additionally, a recent review of the Outbound Roll By Inspection record keeping has illustrated a lack of complete documentation on the part of the Mechanical Department.

Employees responsible for entering data into Belt Apps must ensure that all reporting is completed in the system. Any incomplete reporting must be reported to proper authority.

Robert H. Perham
Assistant Superintendent - Mechanical

Mechanical Notices in Effect:

<u>Year of Issuance</u>	<u>Numbers</u>
2018	001, 002, 003, 004, 005, 007, 008, 009, 010, 011, 012, 013, 014