

Summary Report for Individual Task  
551-88U-3330  
Evaluate Related Railway Reports  
Status: Approved

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**Distribution Restriction:** Approved for public release; distribution is unlimited.

**Destruction Notice:** None

**Foreign Disclosure: FD6** - This product/publication has been reviewed by the product developers in coordination with the Fort Lee, VA foreign disclosure authority. This product is releasable to students from foreign countries on a case-by-case basis.

**Condition:** Assigned as a Railway Specialist advising COCOM/HN Personnel, given an Operations Order/Operations Plan, Personal Protective Equipment, completed risk assessment, and applicable railway reports, day or night, in all weather conditions, in an operational environment scenario. Some iterations of this task should be performed in MOPP 4.

**Standard:** Evaluate the prepared applicable railway reports, ensuring currency of car and train data and accurate accounting for shift and base information, in accordance with ATP 4-14.

**Special Condition:** None

**Safety Risk:** Low

**MOPP 4:** Sometimes

<b>Task Statements</b>
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**Cue:** You have been assigned to assess a railroad. Part of that process is to evaluate the reports.

**DANGER**

None

**WARNING**

None

**CAUTION**

None

**Remarks:** None

**Notes:** None

## Performance Steps

1. Verify accuracy of information in Yardmaster's Journal.
  - a. Plan make up of trains to clear yard for inbound trains.
  - b. Show inbound train lineup.
  - c. Show listing of every track in yard including cars and contents.
  - d. List status of every track in yard.
  - e. List yard crews and locomotives assigned to the oncoming shift, what each crew is doing, and where engine is awaiting relief upon beginning of yardmaster change.
  - f. Sort and distribute waybills and bills of lading for departing trains.
  - g. Show listing of trains ready for departure.
2. Confirm DD Form 5617-R Railroad Car Record is completed.
  - a. List initials and number of each car arriving at or departing from yard.
  - b. Ensure listing of car bill of lading and pertinent information for loading and unloading.
  - c. Ensure car number, date received, type of contents, consignee, length, and reason for delay are annotated.
  - d. Forward completed DA Form 5617-R to Senior Assistant Yardmaster or Operations Sergeant.
3. Confirm completed DA Form 5616-R Car Inspector's Train Report is processed.
  - a. Obtain DA Form 5616-R.
    - (1) Ensure train number, station, and date are annotated.
    - (2) Ensure date and time of air test are annotated in proper blocks.
  - b. Check time of crews employed in the yard; certify to correctness.
  - c. Ensure that only the required number of crews or engines will be used.
  - d. Summarize information gathered from preceding forms and complete Yardmaster's Journal entries.
4. Report to Senior Assistant Yardmaster/Operations Sergeant upon completion of shift.

(Asterisks indicates a leader performance step.)

**Evaluation Guidance:** Score the Soldier GO if all performance measures are passed. Score the Soldier NO-GO if any performance measure is failed. If any performance measure is failed, tell the Soldier what was done wrong and how to do it correctly.

**Evaluation Preparation:** Setup: provide the Soldier with a yardmaster, yardmasters journal, and completed DD Form 5617.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Verified accuracy of information in Yardmaster's Journal.			
2. Confirmed DD Form 5617-R, Railroad Car Record was completed.			
3. Confirmed DD Form 5616-R, Car Inspector's Train Report was processed.			
4. Reported to Senior Assistant Yardmaster/Operations Sergeant.			

**Supporting Reference(s):**

Step Number	Reference ID	Reference Name	Required	Primary
	ATP 4-14	Expeditionary Railway Center Operations	Yes	No
	ERG 2012	Emergency Response Guidebook 2012: A Guidebook For First Responders During the Initial Phase of a Dangerous Goods/Hazardous Materials Transportation Incident	Yes	Yes
	GCOR	GCOR General Code of Operating Rules	Yes	No

**Environment:** Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT.

It is the responsibility of all Soldiers and DA civilians to protect the environment from damage. AR 200-1 delineates TRADOC responsibilities to integrate environmental requirements across Doctrine, Organization, Training, Material, Leadership and Education, Personnel and Facilities (DOTMLPF) and ensure all training procedures; materials and doctrine include sound environmental practices and considerations. The Army's environmental vision is to be a national leader in environmental and natural resource stewardship for present and future generations as an integral part of all Army missions. This Training Support Package meets this standard.

**Safety:** In a training environment, leaders must perform a risk assessment in accordance with FM 5-19, Risk Management. Leaders will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination.

All operations will be performed to protect and preserve Army personnel and property against accidental loss. Procedures will provide for public safety incidental to Army operations and activities and safe and healthful workplaces, procedures, and equipment. Observe all safety and/or environment precautions regarding electricity, cable, and lines. Provide ventilation for exhaust fumes during equipment operation and use hearing protection when required IAW AR 385-10, the Clean Air Act (CAA) and the CAA amendments, and the OSHA Hazard Communication standard.

Accidents are an unacceptable impediment to Army missions, readiness, morale, and resources. Decision makers at every level will employ risk management approaches to effectively preclude unacceptable risk to the safety of personnel and property affiliated with this task.

- (a) Take personal responsibility.
- (b) Practice safe operations.
- (c) Recognize unsafe acts and conditions.
- (d) Take action to prevent accidents.
- (e) Report unsafe acts and conditions.
- (f) Work as a team.

**Prerequisite Individual Tasks :** None

**Supporting Individual Tasks :** None

**Supported Individual Tasks :** None

**Supported Collective Tasks :**

<b>Task Number</b>	<b>Title</b>	<b>Proponent</b>	<b>Status</b>
55-6-0002	Perform Railway Motive Power and Rolling Stock Capability Assessment	55 - Transportation (Collective)	Approved
55-6-0003	Perform Rail Planning	55 - Transportation (Collective)	Approved
55-6-0008	Provide Mode Feasibility Study	55 - Transportation (Collective)	Approved
55-6-0004	Coordinate Use of Host Nation or Contracted Rail Assets	55 - Transportation (Collective)	Approved
55-6-0006	Advise on employment of theater rail capabilities	55 - Transportation (Collective)	Approved