

Summary Report for Individual Task  
551-88U-4305  
Administer Railway Maintenance Functions  
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 Transportation School, 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 given the requirement to advise COCOM/Host Nation personnel on how to administer railway maintenance functions, given PPE, a complete risk assessment, references, transportation plan, radio, appropriate rail tools, DA Form 2407 and DA Form 862, day or night, in all weather conditions, and in an operational environment. Some iterations of this task should be performed in MOPP 4.

**Standard:** Administer railway maintenance functions without causing injury to personnel or damage to equipment.

**Special Condition:** None

**Safety Risk:** Low

**MOPP 4:** Sometimes

<b>Task Statements</b>
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**Cue:** You have been given the task of advising COCOM/Host Nation personnel how to administer railway maintenance functions.

<b>DANGER</b>
None

<b>WARNING</b>
None

<b>CAUTION</b>
None

**Remarks:** None

**Notes:** None

## Performance Steps

1. Manage maintenance of railcars.
2. Manage inspection of railcars.
3. Manage mechanical repairs of railcars.
4. Manage maintenance of locomotives.
5. Manage inspection of locomotives.
6. Manage mechanical repairs of locomotives.
7. Manage electrical repairs of locomotives.
8. Manage compliance of subordinates with rail safety procedures.
9. Manage technical guidance provided to lower grade personnel.
10. Manage troubleshooting of electrical system components.
11. Manage troubleshooting of cooling system components.
12. Manage troubleshooting of air brake system components.
13. Manage troubleshooting of lube oil system components.
14. Manage troubleshooting of diesel engine components.
15. Manage re-railing operations.
16. Manage performance of initial railway equipment inspections.
17. Manage performance of final rail equipment inspections.
18. Manage performance of initial terminal air brake test for outbound trains.
19. Manage performance of safety inspection of equipment on outbound trains.
20. Administer railway shop functions by ensuring the following are completed:
  - a. Manage Locomotive Direct Support (DS) Shop Operations.
    - (1) Prioritize maintenance activities.
      - (a) Consult transportation plan for trains to be run in next 24 hours.
      - (b) Review Initial Shop Inspection reports.
      - (c) Review enroute failures.

- (d) Review locomotives “dead in consist.”
- (e) Review locomotives due in for inspection.
- (f) Review locomotives in shop awaiting parts.

(2) Assign workloads.

- (a) Derailment support.
- (b) Contact maintenance.
- (c) In-shop maintenance.
- (d) Organizational maintenance support when requested.

(3) Manage Class IX and Class III supplies.

(4) Perform QA inspections.

b. Manage Rail Car Direct Support (DS) Shop Operations.

(1) Prioritize maintenance activities.

- (a) Review derailments.
- (b) Review Initial Shop Inspection reports.
- (c) Review railcars set out on line.
- (d) Review railcars in shop awaiting parts.
- (e) Review medium and heavy store bad order railcars.

(2) Assign workloads.

- (a) Derailment support.
- (b) Contact maintenance.
- (c) In-shop maintenance.
- (d) Organizational maintenance support when requested.

(3) Manage Class IX and Class III supplies.

(4) Perform QA Inspections.

c. Manage On Track Equipment Direct Support (DS) Shop Operations.

(1) Review reports (DA Form 2407).

- (a) Ensure that Section I-Equipment Data is properly filled out.
- (b) Ensure that Section II-Work Accomplished is properly filled out.
- (2) Inspect equipment.
  - (a) Check repairs.
  - (b) Check actual work accomplished.
- (3) Discuss repairs when any questions arise.
- (4) Make adjustments or corrections to forms.
- (5) File documents in the proper location.

21. Validate final railway shop inspections by ensuring the following are completed:

a. Perform Final Locomotive Direct Support (DS) Shop Inspections.

(1) Review reports.

(a) Examine DA Form 2407.

\_1\_ Ensure that Section I-Equipment Data is properly filled out.

\_2\_ Ensure that Section II-Work Accomplished is properly filled out.

(b) Examine DD Form 862.

\_1\_ Ensure that General Information is properly filled out.

\_2\_ Ensure that Section A-Operator's Report is properly filled out.

\_3\_ Ensure that Section B-Maintainer's Report is properly filled out.

\_4\_ Ensure that Section C-Additional Work or other Qualifying Data is properly filled out.

\_5\_ Ensure that Section D-Authentication is properly filled out.

(c) Examine 92 Day Locomotive Inspection Form.

\_1\_ Ensure header of form is properly filled out.

\_2\_ Ensure all inspection criteria are checked off and shortfalls and repairs are annotated.

\_3\_ Ensure the form is properly signed off.

\_4\_ Maintain completed 92 Day Inspection Form on file for FRA inspection.

(2) Inspect Locomotive.

(a) Check repairs.

(b) Check actual work accomplished.

(3) Discuss repairs when any question arises.

(4) Make any adjustments or corrections to forms.

(5) Notify supervisor that review is complete.

b. Perform Final Rail Car Direct Support (DS) Shop Inspections.

(1) Review reports (DA Form 2407).

(a) Check that Section I-Equipment Data is properly filled out.

(b) Check that Section II-Work Accomplished is properly filled out.

(2) Inspect equipment.

(a) Check repairs.

(b) Check actual work accomplished.

(3) Discuss repairs when any question arises.

(4) Make adjustments or corrections to forms.

(5) Notify supervisor that review is complete.

c. Perform Final On Track Equipment Direct Support (DS) Shop Inspections.

(1) Review reports.

(a) Examine DA Form 2407.

\_1\_ Check that Section I-Equipment Data is properly filled out.

\_2\_ Check that Section II-Work Accomplished is properly filled out.

(b) Examine DD Form 862.

\_1\_ Check that General Information is properly filled out.

\_2\_ Check that Section A-Operator's Report is properly filled out.

\_3\_ Check that Section B-Maintainer's Report is properly filled out.

\_4\_ Check that Section C-Additional Work or other Qualifying Data is properly filled out.

\_5\_ Check that Section D-Authentication is properly filled out.

(2) Inspect equipment.

(a) Check repairs.

(b) Check actual work accomplished.

(3) Discuss repairs when any questions arise.

(4) Make adjustments or corrections to forms.

(5) Notify supervisor that review is complete.

(Asterisks indicates a leader performance step.)

**Evaluation Guidance:** Mark each performance measure either GO or NO-GO. The Soldier must complete all steps to receive a GO for each measure. All measures must be marked GO to receive an overall GO on the task. If the Soldier fails any performance measure, show what was done wrong and how to do it correctly.

**Evaluation Preparation:** Ensure that all materials required to perform the task are available. Tell the Soldier that he/she will be evaluated on administering railway maintenance functions.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Managed maintenance of railcars.			
2. Managed inspection of railcars.			
3. Managed mechanical repairs of railcars.			
4. Managed maintenance of locomotives.			
5. Managed inspection of locomotives.			
6. Managed mechanical repairs of locomotives.			
7. Managed electrical repairs of locomotives.			
8. Managed compliance of subordinates with rail safety procedures.			
9. Managed technical guidance provided to lower grade personnel.			
10. Managed troubleshooting of electrical system components.			
11. Managed troubleshooting of cooling system components.			
12. Managed troubleshooting of air brake system components.			
13. Managed troubleshooting of lube oil system components.			
14. Managed troubleshooting of diesel engine components.			
15. Managed re-railing operations.			
16. Managed performance of initial railway equipment inspections.			
17. Managed performance of final rail equipment inspections.			
18. Managed performance of initial terminal air brake test for outbound trains.			
19. Managed performance of safety inspection of equipment on outbound trains.			
20. Administered railway shop functions.			
a. Managed Locomotive Direct Support (DS) Shop Operations.			
(1) Prioritized maintenance activities.			
(2) Assigned workloads.			
(3) Managed Class IX and Class III supplies.			
(4) Performed QA inspections.			
b. Managed Rail Car Direct Support (DS) Shop Operations.			
(1) Prioritized maintenance activities.			
(2) Assigned workloads.			
(3) Managed Class IX and Class III supplies.			
(4) Performed QA Inspections.			
c. Managed On Track Equipment Direct Support (DS) Shop Operations.			
(1) Reviewed reports (DA Form 2407).			
(2) Inspected equipment.			
(3) Discussed repairs when any questions arose.			
(4) Made adjustments or corrections to forms.			
(5) Filed documents in the proper location.			
21. Validated final railway shop inspections.			
a. Performed Final Locomotive Direct Support (DS) Shop Inspections.			
(1) Reviewed reports.			
(2) Inspected Locomotive.			
(3) Discussed repairs when any questions arose.			
(4) Made any adjustments or corrections to forms.			
(5) Notified supervisor that review was complete.			
b. Performed Final Rail Car Direct Support (DS) Shop Inspections.			
(1) Reviewed reports (DA Form 2407).			
(2) Inspected equipment.			
(3) Discussed repairs when any questions arose.			
(4) Made adjustments or corrections to forms.			
(5) Notified supervisor that review was complete.			
c. Performed Final On Track Equipment Direct Support (DS) Shop Inspections.			

(1) Reviewed reports.			
(2) Inspected equipment.			
(3) Discussed repairs when any questions arose.			
(4) Made adjustments or corrections to forms.			
(5) Notified supervisor that review was complete.			

**Supporting Reference(s):**

Step Number	Reference ID	Reference Name	Required	Primary
	DA PAM 750-8	The Army Maintenance Management System (TAMMS) Users Manual	No	No
	GCOR	GCOR General Code of Operating Rules	No	No
1.	GCOR	GCOR General Code of Operating Rules	No	No
20.	DA PAM 750-8	The Army Maintenance Management System (TAMMS) Users Manual	No	No
20.	GCOR	GCOR General Code of Operating Rules	No	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.

AR 200-1 delineates TRADOC responsibilities to integrate environmental requirements across DOTMLPF and ensures all training procedures, training manuals, and training doctrine includes 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. Environmental protection is never completed. Continuously be alert to ways to protect our environment and reduce waste.

Leaders must ensure that their unit has an active and strong environmental program. They must understand the laws and know what actions to take. Leaders bring focus, direction, and commitment to environmental protection. Commanding officers should ensure the following environmental programs are in place and are being maintained:

- Hazardous materials program.
- Hazardous waste program.
- Hazardous communications program.
- Pollution prevention and hazardous waste minimization recycling program.
- Spill prevention and response plan program.

**Safety:** In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer 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 :** None