

## APPENDIX AA

### RAIL OPERATIONS

#### A. GENERAL

This appendix addresses sourcing, inspecting, and loading of rail equipment to include type of trains, Hazardous Materials (HAZMAT), security, unloading of equipment, and safety. More specific references apply to CONUS plus Alaska only, rail operations elsewhere have similar local requirements.

1. Rail Equipment. Rail cars, whether commercially owned or part of the Defense Freight Railway Interchange Fleet (DFRIF), will be sourced from the Military Surface Deployment and Distribution Command (SDCC) contractor (see Paragraph 2 for contact information).
  - a. The DFRIF is an essential Department of Defense (DoD) Continental United States (CONUS) land transportation asset and is operated to supplement commercial transportation industry capability.
  - b. The DFRIF consists of the following assets:
    - (1) Common-user flat and tank cars.
    - (2) Special purpose flat, tank, box, refrigerator, and caboose cars.
  - c. Transportation Officers (TOs) will report DFRIF rail car movements (receipt, loading, unloading, and shipment) to the SDCC contractor.
  - d. Commercial rail cars vary by carrier; however, there are three basic types:
    - (1) Open top cars (flatcars and gondolas).
    - (2) Closed cars (boxcars).
    - (3) Specialty cars (multi-level, caboose, heavy-duty, and trailer/container on flatcar).
2. Current information concerning the DFRIF is available by contacting the Fleet Manager by e-mail at: [Army.SDDC.OPS.DODX@us.army.mil](mailto:Army.SDDC.OPS.DODX@us.army.mil); by calling Commercial: 618 220-6870, DSN: 770-6870; or by writing:

SDDC Operations  
ATTN: AMSSD-OPS-G36  
1 Soldier Way,  
Building 1900 West,  
Scott AFB IL 62225-5006

3. Rail shippers and receivers will obtain a user name and password to the contractor's website by emailing the contractor at [jamaltese@qts.com](mailto:jamaltese@qts.com). The site is used for ordering cars, reporting shipment and receipt of cars, requesting in-transit visibility (ITV), and obtaining routing instructions for cars that are no longer required. TOs who are regular users of rail equipment will obtain a user name and password for accessing the SDCC contractor's web site at <http://www.shipmentvision.com> (\*) Non-DoOD Website. The site will be used for ordering DFRIF cars, for reporting the shipment and receipt of cars, and for obtaining routing instructions for empty cars that are no longer required at an installation. User names and passwords can be obtained by sending an e-mail requesting the same to: [sdde.ops.dodx@us.army.mil](mailto:sdde.ops.dodx@us.army.mil). Infrequent users may communicate with the contractor through SDCC by using the [sdde.ops.dodx@us.army.mil](mailto:sdde.ops.dodx@us.army.mil) e-mail address.

4. When rail equipment is desired for loading, TOs will submit requests to the SDDC contractor via the contractor's web site. Cars requested less than 21 16 business days before the desired loading may not be received in time. The request must specify the following:
  - a. Type of equipment desired.
  - b. Commodity to be shipped.
  - c. Origin loading point.
  - d. Destination unloading point.
  - e. Date equipment is required for loading.
  - f. Period for which equipment is required, if cars will not be loaded, shipped, or unloaded promptly or will be held at destination after unloading.
  - g. If a particular ownership is desired, whether commercial or DFRIF, the reasons will be stated and whether or not cars of other ownership are acceptable if cars of the preferred ownership are not available.
5. Preloading.
  - a. When rail cars arrive on site, the TO will perform a joint inspection with the railroad representative before the cars are placed at the on-load site. Once the military accepts a rail car, units will comply with Association of American Railroads (AAR) rules (in the United States, Canada, or Mexico); Host Nation (HN) rules; and/or military rules/regulations. An additional inspection is made after cars are loaded to ensure compliance with Service directives and AAR loading rules, and/or HN rail rules.
  - b. Each rail car used to transport explosives must be inspected prior to loading to ensure compliance with 49 Code of Federal Regulations (CFR), Part 174.104, Division 1.1 or 1.2 (explosive) materials; car selection, preparation, inspection, and certification, HN rules, and/or military directives, whichever is more stringent.
6. Loading.
  - a. All loads must be properly secured for movement In Accordance With (IAW) military standards and shipper Service-loading drawings; plus comply with rail loading guidelines.
  - b. The AAR publishes loading rules that apply to the railroad, TO, and shipper. These rules are incorporated into military publications including, SDDC Transportation Engineering Agency (TEA) Pamphlet 55-19, Tie-Down Handbook for Rail Movements; and Army Training Circular (TC) 4-13.17 ~~Field Manual (FM) 55-17~~, Cargo Specialist Handbook. Theater commanders (CDR) will ensure all HN rail rules and regulations are followed. Both CONUS and HN railroad representatives can, and do, refuse to accept improperly loaded shipments. Rail cars must be loaded promptly to avoid demurrage charges.
  - ~~c. All loads must be properly secured for movement In Accordance With (IAW) military standards and shipper Service loading drawings; plus comply with rail loading guidelines.~~
7. Types of Trains.
  - a. Carload. Individual cars or groups of cars moving in the carrier's regular train service. For planning purposes, use the average speed of 13 miles an hour or 312 miles per day.
  - b. Unit Trains. A unit train is an additional train operated by the carrier to handle a large number of cars. The number of cars required to form a unit train will vary depending on the carrier's operating conditions. SDDC negotiates rates on unit train service with the rail carriers. The shipper usually receives a reduced rate for tendering so much business at one

- time, but is not entitled to exclusive use of the train. If the unit train is not carrying dimensional (high/wide) loads, use an average speed of 22 miles an hour or 528 miles per day. If the unit is carrying dimensional loads, use the carload speed for planning.
8. Hazardous Cargo. Shipments of ammunition, explosives, and other HAZMAT will be tendered for rail shipment IAW this regulation, Part II, Cargo Movement, DoD Component instructions, and DoD Deployment of Hazardous Materials Field Guide.
    - a. The shipment must not contain any combination of explosives or HAZMAT prohibited by Department of Transportation (DOT) regulations from being loaded, transported, or stored together.
    - b. All items must be in good condition and marked IAW DOT and DoD regulations.
    - c. Placards must be properly placed IAW DOT regulations.
    - d. Coordinate with the Service representative (see this Regulation, Part II, Chapter 204, Table 204-1) for implementation of Special Permits (SP) for HAZMAT movement. SPs to provisions of 49 CFR will be granted by DOT. The Service representative will forward the request to SDDC Operations, who will act as the DoD proponent with DOT for SP requests. SDDC Operations will notify both the Service focal point and the requester of the results.
    - e. DoD Components and theater CDRs, who have operational control of a specific location, operation, or exercise, may waive DoD regulations for handling ammunition, explosives, and other HAZMAT. DoD Components and theater CDRs cannot waive the provisions of 49 CFR. Additionally, theater CDRs cannot unilaterally waive HN regulations.
      - (1) Car Certificate. A carrier-provided, three-part car certificate will be used in connection with inspection of rail cars used for shipping Division 1.1 or 1.2 (Explosive) materials IAW 49 CFR Part 174.104.
      - (2) Seals. Rail cars used for shipment of explosives and other HAZMAT must be properly sealed and the Bill of Lading annotated. When Division 1.1 or 1.2 explosives are shipped the rail car must be:
        - (a) Sealed with a Service-approved shipper seal.
        - (b) Sealed with a wire twist or other locking device as required by sponsoring shipper service.
    - f. Security. When deploying units ship sensitive or classified material by rail, TOs will contract for the level of security service to be provided by the handling railroads. See this Regulation, Part II, Chapter 205, Table 205-1 and Tables 205-5 through 205-9, and Table 205-12 for sensitive material risk categories and proper security requirements.
  9. Submit a shipment or receipt report via the SDDC contractor's web site by the close of business each workday that a car is received or shipped. The contractor's web site can also be used to monitor the en route movement of cars en route to and from an installation.
  10. Take care of cars as follows:
    - a. Promptly load and unload cars to make them available for other users.
    - b. If a car is delivered with evidence of recent damage, request a defect card from the delivering carrier. Defect cards are used by the railroad industry to acknowledge responsibility for unrepaired damage. Notify SDDC Operations of the circumstances of the accident or damage occurring to DFRIF equipment.

- c. Establish local procedures for prevention of damage to DFRIF equipment during loading, unloading, or movement. Installations are responsible for obtaining and funding repairs to DFRIF equipment damaged while in their possession, unless SDDC Operations finds a commercial railroad at fault. Upon a request by SDDC Operations, arrange with the serving railroad for repair of DFRIF equipment. Ensure that no welding, cutting, or alterations are made to DFRIF equipment without prior approval of SDDC Operations.
- d. Ensure each car equipped with chain tie-down assemblies has not less than 32 or more than 36 functioning assemblies. This will be done by removing damaged assemblies for repair and then swapping assemblies among cars on hand. If there is still a shortage of functioning assemblies, contact SDDC Operations to obtain the required quantity. Place the damaged assemblies in drums, or other containers for shipping to repair facilities, as directed by SDDC Operations.
- e. Do not use DFRIF equipment for installation transportation or as storage without prior approval from SDDC Operations. If permission is received to store equipment on chain tie-down flat cars, do not tighten chain tie-down assemblies until the car is to be shipped. Unnecessary tension on the assemblies reduces the useful life of their shock absorbers. Exercise the axle bearings on cars on hand by moving them at least 100 feet at least once every three months.

## B. UNLOADING RAIL CARS

1. Rail cars must be unloaded promptly at destination to preclude unnecessary payment of demurrage charges. CONUS tenders usually allow 48 hours free time for unloading commercial rail cars. DFRIF cars will not be detained by TOs more than 10 days without prior approval of the DFRIF manager. Blocking, dunnage, and banding must be removed from unloaded rail cars before releasing to the carrier.
2. When releasing empty cars:
  - a. Do not reverse route empty cars. Contact the SDDC contractor for destination and routing instructions. Use these instructions to prepare a Bill of Lading (BL) and annotate the BL: “Free under the provisions of Freight Tariff **RIC RPS** 6007, Mileage Allowances and Rules.”
  - b. Ensure chain tie-down assemblies are secured so that they will not pose a safety hazard while in transit.

## C. SAFETY

Safety considerations are paramount throughout all phases of rail operations, with safety briefings given prior to all operations. Examples of safety concerns include:

1. Guiding vehicles on and off rail cars.
2. Proper safety equipment (e.g., gloves, goggles, safety boots).
3. Proper tension for tie-down equipment.
4. Standing and/or riding on rail car after load is secured.
5. Walking between rail cars.
6. Standing on rail car or equipment after loading.