***Fifth Draft 8/31/13***

**Procedure after the train stops at New Hill**

Train stops.

Engineer sets brakes and sounds horn.

Car hosts set hand brakes on the 4 excursion cars. (NOT the caboose.)

Car hosts report brakes set to conductor.

Conductor turns over control to brakeman on car 201.

Brakeman closes both angle cocks to bottle air on train.

Brakeman gives engineer the OK to proceed north.

**Procedure for engine to couple up to south side of train.**

Engine stops 10 feet from train.

Coupler is opened and aligned as necessary.

Brakeman on 308 directs engineer to couple to train.

Brakeman on 308 asks for pull forward to check pin.

Brakeman on 308 connects air hoses.

Open engine angle cock first.

Open train angle cock.

Notify brakeman on 201 that air is connected.

Brakeman on 201 releases hand brake on this car

Proceed with Class 3 brake test.

***Fourth Draft 8/6/13***

**Procedure after the train stops at New Hill**

Train stops.

Engineer sets brakes and sounds horn.

Car hosts set hand brakes on the 4 excursion cars. (NOT the caboose.)

Car hosts report brakes set to conductor.

Conductor turns over control to brakeman on car 201.

Brakeman asks engineer for push back to make sure brakes are holding.

Brakeman closes both angle cocks to bottle air on train.

Brakeman gives engineer the OK to proceed north.

**Procedure for engine to couple up to south side of train.**

Engine stops 10 feet from train.

Coupler is opened and aligned as necessary.

Brakeman on 308 directs engineer to couple to train.

Brakeman on 308 asks for pull forward to check pin.

Brakeman on 308 connects air hoses.

Open engine angle cock first.

Open train angle cock.

Notify brakeman on 201 that air is connected.

Brakeman on 201 releases hand brake on this car

Proceed with Class 3 brake test.

***Third Draft 6/20/13***

**Procedure after the train stops at New Hill**

Train stops.

Engineer sets brakes and sounds horn.

Car hosts set hand brakes, EXCEPT on car 201.

Car hosts report brakes set to conductor.

Conductor turns over control to brakeman on car 201.

Brakeman asks engineer for push back to make sure brakes are holding.

Brakeman closes both angle cocks to bottle air on train.

Brakeman gives engineer the OK to proceed north.

**Procedure for engine to couple up to south side of train.**

Engine stops 10 feet from train.

Coupler is opened and align as necessary.

Brakeman directs engineer to couple to train.

Brakeman asks for pull forward to check pin.

Brakeman connects air hoses.

Open engine angle cock first.

Open train angle cock.

Notify rear brakeman that air is connected.

Proceed with Class 3 brake test.