TWO BELLS

The occasional newsletter of the Operations Department of the Pennsylvania Trolley Museum

April 2012

http://myptm.info/

Operations Schedule
Operating Policies & Procedures
Operating Orders
Operations Department Forms
Log In Required

2012 Operating Procedures

What's Inside?

Page 2	2012 Regular Service
Page 3	2012 Regular Service cont.
Page 4	2012 Regular Service cont.
Page 5	Richfol Platform
Page 6	Use of Headlights
Page 7	Operation of Two Man Cars
Page 8	Timetable 14
Page 9	Timetable 14 cont.

Dennis F. Cramer - Editor

Operations Department

Chris Walker
Operations Manager
ctwalker87@gmail.com
David J. Carpenter
Chief Instructor
dcarpenter8@windstream.net
Scott R. Becker
sbecker@pa-trolley.org
Dennis F. Cramer
trombone@windstream.net
Rick Hannegan
ptm42@comcast.net
Robert L. Jordan
bobandmary@hky.com
Walt Pilof
wpilof@comcast.net
Jack Samuels
j3g2sa5m@gmail.com
Bruce P. Wells
cuzinbrucie@mac.com
Raymond Windle
r.winde@comcast.net
Nancy Young
wnyoung@zbzoom.net
Wayne Young
wnyoung@zbzoom.net

Print these Pages for your Training Manual

Pennsylvania Trolley Museum
Operations Department

GENERAL NOTICE

GN#12-01
March 23, 2012

SUBJECT: 2012 OPERATING SEASON; REGULAR SERVICE

TO: Operations personnel and All Concerned

For the 2012 operating season at PTM, regular service will be provided over the museum railway in one of two manners, outlined herein:

Weekday Service

Effective with the first service unit on Friday, March 30, 2012 all weekday service (Monday through Friday) will operate in the following sequence:

- Guests will be shown the orientation video in the Visitor Center at the top of the hour (:00)
- At approximately ten minutes after the hour (:10), the Conductor for that trip will walk down to the video room and collect the passengers following the completion of the presentation (which runs about 10 minutes)
- The service car is scheduled to leave Richfol for Arden Loop at the quarter hour (:15)
- Any additional passengers who arrive following the start of the video may be added into the tour at this point
- Following posted running times, the service car should pass through Richfol on the return from Arden at approximately :24 after the hour; passengers may be picked up or discharged at Richfol upon request at this point
- During the week, the switch at the west leg of Redman Wye will be set for the "main line" (reverse position), allowing through operation to McClane Loop
- On the inbound, the service car will stop at Allison; the Conductor for that trip will walk the passengers up to the Trolley Display Building for their 15 minute tour.

GN#12-01
March 23, 2012
Page 2

- During this time the Operator will stay with the service car
- Following completion of the tour, the Conductor and passengers will return to the car and the tour will return to Richfol
- The Operator will then become the Conductor for the next trip, and will have about 12 minutes before needing to report to the video room to pick up the next tour
- The Conductor will then become the Operator for the next trip, and will have about 17 minutes before the next scheduled departure time

Weekend Service

Effective with the first service unit on Saturday, April 14, 2012 all weekend service (Saturday and Sunday) will operate in the following sequence:

- Same as weekday service until arriving outbound at the west leg of Redman Wye
- The switch for the wye will be set for the "yard" (normal position), allowing service cars to operate directly to Track 34 or 35
- Cars should arrive at the TDB at approximately :31 after the hour
- The Conductor will take passengers into the building for their 15 minute tour. During this time the Operator will stay with the service car
- Following completion of the tour, the service car will operate through the wye, around McClane Loop and return to Richfol
- The Operator will then become the Conductor for the next trip, and will have about 10 minutes before needing to report to the video room to pick up the next tour
- The Conductor will then become the Operator for the next trip, and will have about 15 minutes before the next scheduled departure time

Throwing the switch to allow weekend service to the TDB will be carried out by the Saturday morning inspection run; crews must remember to take a switch lock key with them during the trip (key is located in the substation radio cabinet).

Returning the switch to the "main line" position will be carried out by the Monday morning inspection run in the summer

GN#12-01
March 23, 2012
Page 3

(Memorial Day - Labor Day) or the Friday morning inspection run (in the spring and fall).

Please see Timetable No. 14 for details on service times.

Weekday service will lend itself to the use of single-ended equipment; please try to maintain equipment rotation.

Groups with special needs will continue to operate to the TDB yard. The car should be placed on Track 34 to allow ease of access when using the wheelchair lift.

2711 should be the only car used for groups with wheelchairs, and will normally be kept on one of the front positions at the West Site (old) car house in order to be used on short notice with minimal delay.

In the case of inclement weather or other conditions that would warrant use of the TDB yard (extra car movements, maintenance work on the railway, groups, etc), crews may use the "weekend" schedule as needed Monday through Friday.

The public expects us to run on time. Please do your best to meet their expectations.

Chris Walker
Operations Manager

PTM OPERATIONS DEPARTMENT OPERATING ORDER

00#12-02
March 23, 2012

SUBJECT: OPERATIONS AT RICHFOL PLATFORM

TO: Operations personnel and All Concerned

In the event that operations on the museum railway necessitate the "short-turning" of equipment at Richfol, the following procedure will be used:

a. Cars operating between Richfol and the Arden end of the line will utilize the lower loading platform
b. Cars operating between Richfol and the McClane end of the line will utilize the yard tracks (11, 12 or 13)

Operations personnel will check the substation bulletin board with regularity for information pertaining to any equipment restrictions in relation to use of the yard tracks.

Your cooperation with these instructions will help to ensure a safe and smoothly functioning operation during high-capacity events.

Chris Walker
Operations Manager

PTM OPERATIONS DEPARTMENT OPERATING ORDER

00#12-03
March 23, 2012

SUBJECT: USE OF HEADLIGHTS

To: Operations personnel and All Concerned

In an effort to ensure maximum visibility during operation, it is understood that all equipment with headlights will be operated with said lights ON while in motion on the museum railway.

This is especially important at North Main Street crossing. NO CAR MAY BE OPERATED THROUGH THE CROSSING WITHOUT A FUNCTIONING HEADLIGHT.

Your compliance with this will help to ensure a continued safe operation.

Chris Walker
Operations Manager

PTM OPERATIONS DEPARTMENT OPERATING ORDER

00#12-04
March 23, 2012

SUBJECT: OPERATION OF TWO-MAN CARS

To: Operations personnel and All Concerned

Passenger equipment in the operating fleet may be classified into one of two categories, namely:

- One-man cars (those equipped with "deadman" interlocks)
- Two-man cars (those without control/braking system safety interlocks)

In revenue service, two-man cars must be operated with a two-person crew, acting as operator and conductor.

To summarize briefly, below is a list of the various cars in the operating fleet and to what category of car-type they fall under:

One-Man Cars

- PSTCo 14
- P&WCT 78
- PRCo 1711
- PTC/SEPTA 2711
- PRCo 3756
- PAT 4004
- PRCo 4398
- PRT 5326

Two-Man Cars

- PSTCo 66
- NOPSI 832
- RIO 1758
- PRCo 4145

Chris Walker
Operations Manager

Pennsylvania Trolley Museum
Timetable No. 14
Effective Friday, April 13, 2012
Prevailing Time

Monday through Friday Service

Tour (Video)	Lv. Rich.	Fair	Arden	Fair	Rich.	Count. Home	McClane	Arr. Allison	Lv. Allison	Count. Home	Arr. Rich.
10:00	10:15	10:16	10:20	10:23	f 10:24	10:25	10:30	10:32	d 10:55	10:58	10:59
11:00	11:15	11:16	11:20	11:23	f 11:24	11:25	11:30	11:32	d 11:55	11:58	11:59
12:00	12:15	12:16	12:20	12:23	f 12:24	12:25	12:30	12:32	d 12:55	12:58	12:59
1:00	1:15	1:16	1:20	1:23	f 1:24	1:25	1:30	1:32	d 1:55	1:58	1:59
2:00	2:15	2:16	2:20	2:23	f 2:24	2:25	2:30	2:32	d 2:55	2:58	2:59
3:00	3:15	3:16	3:20	3:23	f 3:24	3:25	3:30	3:32	d 3:55	3:58	y 3:59

Saturday and Sunday Service

Tour (Video)	Lv. Rich	Fair	Arden	Fair	Rich.	Count. Home	Arr. TDB	Lv. TDB	McClane	Count. Home	Arr. Rich.
10:00	10:15	10:16	10:20	10:23	f 10:24	10:25	10:31	d 10:51	10:55	10:59	11:00
11:00	11:15	11:16	11:20	11:23	f 11:24	11:25	11:31	d 11:51	11:55	11:59	12:00
12:00	12:15	12:16	12:20	12:23	f 12:24	12:25	12:31	d 12:51	12:55	12:59	1:00
1:00	1:15	1:16	1:20	1:23	f 1:24	1:25	1:31	d 1:51	1:55	1:59	2:00
2:00	2:15	2:16	2:20	2:23	f 2:24	2:25	2:31	d 2:51	2:55	2:59	3:00
3:00	3:15	3:16	3:20	3:23	f 3:24	3:25	3:31	d 3:51	3:55	3:59	4:00
4:00	4:15	4:16	4:20	4:23	f 4:24	4:25	4:31	d 4:51	4:55	4:59	y 5:00

Schedule Notes

- d – may depart ahead of schedule upon conclusion of TDB tour
- f – stops on signal to receive or discharge passengers
- y – may operate directly to car house yard

572. Time-in-Motion Restrictions

572a. Between Richfol and Fairgrounds Siding, inbound or outbound, consume at least one (1) minute.

572b. Between Fairgrounds Siding and Arden Loop, inbound or outbound, consume at least three (3) minutes.

572c. Between Richfol and McClane Loop, inbound or outbound, consume at least five (5) minutes.

Pennsylvania Trolley Museum

Timetable No. 14

Effective Friday, April 13, 2012
Prevailing Time

THINK SAFETY! ACT SAFELY!

The mission of the Pennsylvania Trolley Museum is to communicate the story of Pennsylvania's Trolley Era to a diverse audience through the preservation, interpretation, and use of its collection of electric railway and railroad equipment, associated artifacts, and photo/document archives, and to ensure that visitors have a rewarding educational experience.

Pennsylvania Trolley Museum
1 Museum Road
Washington, PA 15301
(724) 228 – 9256 (line one)
(724) 228 – 9656 (line two)