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Safety

Commander's Rail Operations and Risk Assessment Checklist

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**Summary.** This pamphlet provides generic checklists and risk assessments as baselines for designing local tools for assessing rail-loading, unloading, in-transit supercargo, and en route guard-force operations, and the Railhead Operations Training and Verification Program.

**Summary of Change.** This revision modifies checklists and risk assessments used by personnel conducting rail operations (tables 1 through 5).

**Applicability.** This pamphlet applies to units in the Army in Europe that are planning or conducting rail-loading, unloading, rail supercargo, and en route train-guard operations.

**Forms.** AE and higher level forms are available through the Army in Europe Publishing System (AEPUBS).

**Records Management.** Records created as a result of processes prescribed by this pamphlet must be identified, maintained, and disposed of according to AR 25-400-2. File numbers and descriptions are available on the Army Records Information Management System website at <https://www.arims.army.mil>.

**Suggested Improvements.** The proponent of this pamphlet is the USAREUR G1 (AEAGA-S, DSN 370-8084). Users may suggest improvements to this pamphlet by sending DA Form 2028 to the USAREUR G1 (AEAGA-S), Unit 29351, APO AE 09014-9351.

**Distribution.** A (AEPUBS).

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### Glossary

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#### 1. PURPOSE

This pamphlet provides tools to enable leaders who are planning or conducting rail operations in Europe to do so with minimum risks to personnel and equipment. This pamphlet must be used with AE Pamphlet 385-15.

#### 2. REFERENCES

- a. AR 25-400-2, The Army Records Information Management System (ARIMS).
- b. AE Regulation 385-55, Prevention of Motor Vehicle Accidents.
- c. AE Pamphlet 385-15, Leaders Operational Accident-Prevention Guide.
- d. DA Form 2028, Recommended Changes to Publications and Blank Forms.

#### 3. EXPLANATION OF ABBREVIATIONS

The glossary defines abbreviations.

#### 4. CHECKLISTS, TABLES, AND TRAINING

a. Commanders and other leaders who are planning or conducting rail operations will use the appropriate tables in this regulation ((1) through (5) below) to help them assess hazards and risks. The tables will be used as a baseline in assessing and controlling specific operations.

- (1) Table 1, Railhead Preoperation Checklist.
- (2) Table 2, Railhead Loading and Unloading Checklist.
- (3) Table 3, Generic Railhead Risk Assessment.
- (4) Table 4, Rail Supercargo and En Route Guard Force Checklist.
- (5) Table 5, Generic Rail Supercargo and En Route Guard Force Risk Assessment.

b. Commanders will coordinate with the movement control staff and local IMCOM-Europe personnel to train railhead teams. Railhead teams must receive the training specified in paragraph 5b to prepare for and manage railhead loading and unloading operations.

**5. RAILHEAD OPERATIONS TRAINING AND VERIFICATION PROGRAM**

a. Commanders will—

(1) Direct supervisors to use AE Pamphlet 385-15 and this pamphlet to manage this program.

(2) Ensure everyone involved in rail operations (loading, unloading, and handling property or materials) are trained.

(3) Ask movement-control-team rail experts to take part in training and use local railhead facilities to provide the optimum training experience and verification process.

b. The Railhead Operations Training and Verification Program is available at [http://www.per.hqusaareur.army.mil/services/safetydivision/tactical\\_safety.htm](http://www.per.hqusaareur.army.mil/services/safetydivision/tactical_safety.htm).

<b>Table 1 Railhead Preoperation Checklist</b>	
<b>ITEMS TO CHECK</b>	<b>COMPLETED</b>
<b>Commanders.</b> Before beginning rail-loading or unloading operations, commanders will ensure—	
● Key railhead personnel are certified through the Railhead Operations Training and Verification Program.	
● Personnel conduct a risk analysis of the railroad site to consider risk factors.	
● Soldiers are briefed and instructed on procedures, safety standards, and results of the risk assessment.	
● The following safety equipment is available:	
a. Eye protection.	
b. Flashlights or chemical lights for ground guides.	
c. Hearing protection.	
d. Kevlar or Occupational Safety and Health Agency (OSHA)-approved hardhats.	
e. Leather or work gloves (not wool inserts).	
f. Reflective vests.	
● The following supervisory personnel are available and qualified:	
a. Officer in charge (OIC).	
b. Noncommissioned officer in charge (NCOIC).	
c. Safety officer or noncommissioned officer (NCO).	
● Trained ground guides are available.	
● Medical support is available at loading and unloading sites and medical support personnel know the most direct route to medical facilities.	
● Safety standards are monitored and enforced.	
● Participants are shown the location of high-voltage lines, in-service tracks, switches, and other hazardous locations and equipment in the workarea.	
● Protection from cold or inclement weather (for example, warming tents) is provided.	

<b>Table 1 Railhead Preoperation Checklist (Continued)</b>	
<b>ITEMS TO CHECK</b>	<b>COMPLETED</b>
<b>Train Commanders.</b> Train commanders will ensure the following requirements have been met before rail loading or unloading:	
● Military units and organization personnel have been briefed—	
a. On regulatory requirements before each rail movement.	
b. On unsafe conditions in the railhead area.	
c. To keep a safe distance away from electrical powerlines and systems.	
● Supervisors are aware that when powerlines are temporarily switched on for technical reasons—	
a. Operations must stop.	
b. The area must be cleared of personnel.	
c. Operations will not resume until the appropriate railway authority (for example, <i>Deutsche Bahn AG</i> in Germany) confirms that electricity has been shut off and grounded in the railhead area.	
<b>NOTE:</b> Electrified rail systems with overhead powerlines and feeder lines installed beside rail tracks carry 15,000 volts or more.	
<b>Transportation Officer or Representative.</b> The transportation officer or representative will—	
● Coordinate with the responsible railway official and confirm that electric overhead powerlines have been shut off and grounded in the railhead workarea. Under no circumstances will operations start until confirmation is received.	
● Keep units informed of changing conditions.	
● Enforce the rules of conduct for ensuring safe operations.	
● Inform Soldiers of warning signs posted in the local workarea and affixed to railway equipment. Equipment with steps or stepladders extending higher than 6.5 feet (ft) (2 meters (m)) above the rail surface will be avoided.	
<b>Personnel.</b> Personnel will wear—	
● Kevlar or OSHA-approved hardhats.	
● Leather or work gloves when handling blocking, chains, tools, wire ropes, or any other form of bracing material.	
● Reflective vests and use flashlights during darkness.	
● Not climb on containers, railcars, unloaded vehicles, or other equipment without specific permission from the OIC or NCOIC. This applies even when no overhead line is installed above the tracks. Only the OIC or NCOIC may declare an area safe from electrical hazards.	
● Be informed that the local transportation representative in charge of rail uploading or unloading is the only person authorized to inform host nation (HN) supervisors when railcars may be moved. The transportation representative will be the only person wearing a white armband.	
● Stay off of towers, light standards, signal bridges, and other similar structures on the rail right-of- way.	
● Not use ladders, poles, tools, or other equipment that may come within 5 ft (1.5 m) of electrical powerlines while carried or used.	
<b>Vehicle Operators.</b> Vehicle operators will remove whip antennas from vehicles before entering the rail-loading site. Antennas will not be remounted until vehicles are in the staging area away from electrical hazards.	

<b>Table 2 Railhead Loading and Unloading Checklist</b>	
<b>ITEMS TO CHECK</b>	<b>COMPLETED</b>
<b>OIC or NCOIC.</b> The OIC or NCOIC will ensure—	
• Support legs are lowered and tailgates and side braces are removed (if necessary) before loading or unloading operations.	
• Trash is cleared from the area before the train leaves.	
• Railcars are inspected before loading to ensure gravel, ice and snow, protruding nails, rocks, and dunnage are removed.	
<b>Ground Guides.</b> Ground guides will—	
• Use standard hand-and-arm signals (with flashlights after dark).	
• Not run or walk backwards or place themselves in a dangerous position between two vehicles or between any moving piece of equipment and a pinch point. AE Regulation 385-55 prescribes ground-guide requirements for various types of vehicles.	
<b>Train Commanders.</b> Train commanders will lock the tracks and control the keys.	
<b>Host-Nation Railroad Wagonmasters.</b> HN wagonmasters must check equipment with booms or traveling tubes and ensure they are properly tied down.	
<b>Commanders.</b> Commanders will ensure personnel working at the railhead are briefed not to—	
• Be on the same railcar as a moving vehicle.	
• Climb on or ride in tanks, vehicles, or other equipment being transported by rail after the equipment and vehicles have been locked.	
• Enter equipment during stops.	
<b>Vehicles.</b> Vehicles will be secured by chock blocks and bracing according to rail transport guides. Commanders must ensure—	
• Vehicles are properly secured.	
• Gun barrels are locked and secured (confirmed by railroad personnel and the OIC in the consignment note).	
• Railcars are returned well-swept (after unloading) and nails and wire remnants are completely removed.	

**Table 3  
Generic Railhead Risk Assessment**

<b>TASK</b>	<b>HAZARD</b>	<b>CAUSE</b>	<b>CONTROL MEASURE</b>
Work at or around the railhead.	Electrical shock	Contact with overhead high-tension wires	<ul style="list-style-type: none"> <li>● Railhead commanders will verify with the movement control team that the overhead power is off and grounded before allowing any workers to approach the train.</li> <li>● Workers will be briefed on how and when to stand on loaded vehicles.</li> <li>● Antennas will not be installed on vehicles while on the railhead.</li> <li>● A staging area will be established for reinstalling antennas on vehicles.</li> <li>● Ladders, poles, and other tools or equipment that could come within 5 ft (1.5 m) of overhead wires will not be used.</li> </ul>
	Being hit by a train	Falling under or in front of a moving train	<ul style="list-style-type: none"> <li>● Workers will be briefed to stay clear of railroad tracks and railcars until the train has completely stopped and been secured, and blocking chocks are in place.</li> <li>● Passengers will not disembark until cleared by the railhead commander.</li> </ul>
	Fire or explosion	Ignition of explosive or flammable products	<ul style="list-style-type: none"> <li>● Railhead commanders will brief all workers that smoking is allowed only in designated smoking areas.</li> <li>● Workers will not carry any flame- or spark-producing devices into the railhead area.</li> <li>● Railhead commanders will establish a spark- and flame-producing device turn-in point.</li> </ul>

**Table 3  
Generic Railhead Risk Assessment (Continued)**

<b>TASK</b>	<b>HAZARD</b>	<b>CAUSE</b>	<b>CONTROL MEASURE</b>
Remove blocking and bracing (b&b) material and lower railcar siding from railcars.	Pinching or cutting of hands or fingers	<ul style="list-style-type: none"> <li>• Lack of working room between vehicle, railcar, tools, and b&amp;b material</li> <li>• Poor lighting</li> </ul>	<ul style="list-style-type: none"> <li>• Brief workers on the dangers of the operation.</li> <li>• Ensure workers wear leather gloves while handling and removing b&amp;b material.</li> <li>• Ensure enough lighting is available during periods of limited visibility.</li> </ul>
	Eye damage or eye loss	Flying chips of blocking material or nails, or contact with a railcar	<ul style="list-style-type: none"> <li>• Ensure workers removing b&amp;b material wear protective headgear and eye goggles.</li> <li>• Ensure observers either wear goggles or stand back far enough to prevent injury.</li> </ul>
	Head or body injury	<ul style="list-style-type: none"> <li>• Sudden release of tension of bracing cables or chain</li> <li>• Side of a railcar striking the body</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure leather gloves are worn by workers.</li> <li>• Ensure workers wear eye protection.</li> <li>• Ensure a warning is given when cables or chains are released.</li> <li>• Ensure protective headgear is worn.</li> <li>• Use at least two workers to handle each side or end piece.</li> <li>• Warn others when siding is being lowered.</li> </ul>
	Nail in foot, leg, or hand	Nails or screws protruding from railcar or b&b material	<ul style="list-style-type: none"> <li>• Ensure b&amp;b handlers wear leather gloves.</li> <li>• Inspect railcars and b&amp;b material before operations begin.</li> <li>• Remove nails, screws, and other hazardous pieces immediately.</li> <li>• Carefully hand b&amp;b material with nails, screws, or other protruding metal to other workers; then place b&amp;b material in a designated pile.</li> <li>• Surround designated area for b&amp;b material with engineer tape or other suitable device.</li> </ul>

**Table 3  
Generic Railhead Risk Assessment (Continued)**

<b>TASK</b>	<b>HAZARD</b>	<b>CAUSE</b>	<b>CONTROL MEASURE</b>
Move vehicle onto or off of railcars.	Getting a hand or leg caught under a moving vehicle	<ul style="list-style-type: none"> <li>Workers removing b&amp;b material while vehicle begins to move</li> <li>Losing sight of ground guides</li> <li>Failure of drivers to follow ground-guide instructions</li> </ul>	<ul style="list-style-type: none"> <li>Ensure enough lighting is available during periods of limited visibility.</li> <li>Ground guides will ensure that all b&amp;b material is removed and b&amp;b workers are completely away from railcars before vehicles are moved.</li> </ul>
	<ul style="list-style-type: none"> <li>Being hit by moving vehicle</li> <li>Being pinched between two or more vehicles</li> </ul>	<ul style="list-style-type: none"> <li>Losing sight of ground guides</li> <li>Failure of drivers to follow ground-guide instructions</li> <li>Workers not observing operation and surroundings</li> </ul>	<ul style="list-style-type: none"> <li>Use reflective vests to ensure drivers recognize ground guides.</li> <li>Ensure enough lighting is available during periods of limited visibility.</li> <li>Ground guides and drivers will maintain constant eye-to-eye contact.</li> <li>Only one ground guide will be in charge of each vehicle.</li> <li>Drivers will automatically stop the vehicle if eye-to-eye contact with ground guides is lost.</li> <li>Ground guides will give the halt signal if positioning is in question.</li> </ul>
	Vehicles dropping off railcar side	<ul style="list-style-type: none"> <li>Ground guides losing sight of railcar edge</li> <li>Failure of drivers to follow ground-guide instructions</li> <li>Spanners not being used</li> </ul>	Same as above, and ensure spanners are available and used between railcars for all wheeled and small vehicles.
	Workers or ground guides slipping or falling on walking surfaces	<ul style="list-style-type: none"> <li>Workers not observing operation and surroundings</li> <li>Rain-, ice-, or snow-covered walking surface</li> </ul>	<ul style="list-style-type: none"> <li>Ensure enough lighting is available during periods of limited visibility.</li> <li>Remove ice and snow.</li> <li>Apply melting agent to surface.</li> <li>Brief workers on conditions and most slippery areas.</li> <li>Ground guides and workers will not walk backwards or run.</li> </ul>

**Table 3  
Generic Railhead Risk Assessment (Continued)**

<b>TASK</b>	<b>HAZARD</b>	<b>CAUSE</b>	<b>CONTROL MEASURE</b>
Move vehicle onto or off of railcars (continued).	People falling from vehicles	Rain-, ice-, or snow-covered vehicle	<ul style="list-style-type: none"> <li>• Ensure enough lighting is available during periods of limited visibility.</li> <li>• Remove ice or snow.</li> <li>• Brief workers of conditions and slippery areas.</li> <li>• Drivers will maintain three-point contact.</li> <li>• Workers will carry flashlights or chemical lights during periods of limited visibility.</li> </ul>
Move vehicle up or down railhead ramp.	Vehicle falling from railhead ramp	<ul style="list-style-type: none"> <li>• Loss of sight between ground guides and drivers</li> <li>• Drivers' failure to follow ground-guide instructions</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure enough lighting is available during periods of limited visibility.</li> <li>• Drivers will automatically stop the vehicle if eye-to-eye contact with ground guides is lost.</li> <li>• Ground guides will wear reflective vests.</li> </ul>
	Ground guides falling off ramp side	Ground guides walking backwards or running	<ul style="list-style-type: none"> <li>• Same as above.</li> <li>• Ground guides will not walk backwards or run.</li> <li>• Leaders will constantly monitor the operation.</li> </ul>
	Ground guides being hit by vehicle	<ul style="list-style-type: none"> <li>• Ground guides too close to vehicle</li> <li>• Drivers not paying attention to ground guides</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure enough lighting is available during periods of limited visibility.</li> <li>• Ground guides will maintain distance between vehicles at all times.</li> <li>• Ground guides will wear reflective vests.</li> <li>• Leaders will constantly monitor operations.</li> </ul>

**Table 3  
Generic Railhead Risk Assessment (Continued)**

<b>TASK</b>	<b>HAZARD</b>	<b>CAUSE</b>	<b>CONTROL MEASURE</b>
Load or unload MILVANS and trailers onto or off of railcars.	People getting caught between MILVANS, trailers, other objects, or railcar ends	<ul style="list-style-type: none"> <li>• Closeness of MILVANS and trailers</li> <li>• Large number of MILVANS and trailers</li> <li>• Difficulty controlling MILVANS or trailer movement while attached to cranes</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure enough lighting is available during periods of limited visibility.</li> <li>• Maintain a clear zone around MILVANS and trailers while being lifted.</li> <li>• Ensure a safety monitor is observing the entire lifting procedure to warn workers of danger.</li> <li>• Prohibit riding loads during lift or on suspended loads.</li> <li>• Establish a warning order, sign, or sound, and brief workers on its correct use.</li> <li>• Ensure work stops if anyone sounds the danger-warning alarm.</li> <li>• Use guide ropes to help control MILVAN and trailer movement.</li> </ul>
	Guide-rope handlers injured	Guide rope wrapped around arm, hand, or leg	<ul style="list-style-type: none"> <li>• Ensure guide-rope handlers are briefed on how to properly use guide ropes.</li> <li>• Ensure workers do not wrap guide ropes around arms or hands.</li> <li>• Ensure excess guide rope does not tangle around operator's foot or leg.</li> <li>• Guide-rope handlers will hold the rope tightly.</li> <li>• Ensure guide-rope handlers will let go of the rope if the MILVAN or trailer starts spinning.</li> <li>• Ensure guide-rope handlers wear leather gloves.</li> </ul>
Side-load or unload vehicles.	Vehicles falling between railcars and platform	Gaps between the train and the platform, especially at the ends of railcars	<ul style="list-style-type: none"> <li>• Avoid side-loading if possible.</li> <li>• Ensure spanners are available and used at gaps.</li> </ul>
	People falling between railcars and platform	Gaps between the train and the platform, especially at the ends of railcars	<ul style="list-style-type: none"> <li>• Same as above, and ensure workers are briefed on hazards.</li> <li>• Ensure safety personnel closely monitor worker movement.</li> <li>• Use the buddy system while moving through the workarea.</li> </ul>

**Table 3  
Generic Railhead Risk Assessment (Continued)**

<b>TASK</b>	<b>HAZARD</b>	<b>CAUSE</b>	<b>CONTROL MEASURE</b>
Use warm-up tent.	<ul style="list-style-type: none"> <li>• Tent fires</li> <li>• People getting hurt or killed</li> <li>• Equipment loss</li> </ul>	<ul style="list-style-type: none"> <li>• Carbon monoxide buildup in tent</li> <li>• Hot soot landing on tent roof</li> <li>• Incorrect setup</li> <li>• Incorrect procedures</li> <li>• Wrong fuel</li> <li>• Fuel control too high</li> <li>• Fuel leak</li> <li>• No working fire (AB) extinguisher</li> <li>• Fire guard not at duty location</li> </ul>	<ul style="list-style-type: none"> <li>• Use heaters that are outside the tent.</li> <li>• Place and use tent heaters according to applicable manuals.</li> <li>• Ensure tent flaps are secured.</li> <li>• Have a licensed fire guard conduct hourly checks for fuel leaks.</li> <li>• Place fuel source at least 5 ft (1.5 m) from the tent.</li> <li>• Ensure secondary containment is available for fuel source and reserve fuel.</li> <li>• Make a drip loop in the fuel-source hose and place a drip can below the loop.</li> <li>• Place reserve fuel at least 50 ft (15.2 m) from the tent.</li> <li>• Ensure the reserve-fuel storage area has secondary containment.</li> <li>• Placard the reserve fuel area.</li> <li>• Ensure the reserve-fuel area has a designated fire point with a class B fire extinguisher.</li> </ul>
	Falling tents	<ul style="list-style-type: none"> <li>• Improper setup</li> <li>• Strong winds, ice, snow, and thunderstorms</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure tents are set up by trained and qualified personnel.</li> <li>• Ensure snow and ice accumulation is removed to prevent the roof from caving in.</li> <li>• Ensure tents are structurally sound and secured against strong wind.</li> </ul>
	Carbon-monoxide poisoning	<ul style="list-style-type: none"> <li>• Exposure to carbon monoxide</li> <li>• Incomplete combustion of fossil-burning fuels</li> <li>• Defective heating devices</li> <li>• Improper use of equipment</li> <li>• Inadequate ventilation</li> </ul>	<ul style="list-style-type: none"> <li>• Brief workers on the use of equipment.</li> <li>• Maintain heating equipment properly.</li> <li>• Use the correct fuel with the heater.</li> <li>• Correct defective heaters.</li> <li>• Ensure operators are properly licensed.</li> <li>• Ensure ventilation is adequate.</li> </ul>

**Table 3  
Generic Railhead Risk Assessment (Continued)**

<b>TASK</b>	<b>HAZARD</b>	<b>CAUSE</b>	<b>CONTROL MEASURE</b>
Conduct operations during hot weather.	Heat cramps	Heavy salt loss	<ul style="list-style-type: none"> <li>• Supervisors will monitor subordinates.</li> <li>• Brief workers on symptoms.</li> <li>• During emergency actions, replace lost salt through saline injection or solution administered by a competent medical authority.</li> </ul>
	Heat exhaustion	<ul style="list-style-type: none"> <li>• Vascular collapse because of excessive salt loss</li> <li>• Dehydration</li> <li>• Excessive physical work</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure workers drink enough water.</li> <li>• Brief workers on the symptoms of heat exhaustion.</li> <li>• Ensure workers are acclimated.</li> <li>• Move victims to a cooler place.</li> <li>• Elevate victim's legs.</li> <li>• Assign victims light duty for 24 to 48 hours.</li> </ul>
	Heat stroke	<ul style="list-style-type: none"> <li>• High body temperature</li> <li>• Loss of water or salt</li> <li>• Excessive exposure to heat</li> <li>• High temperature, exposure to the sun</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure workers are acclimated.</li> <li>• Ensure workers drink enough water.</li> <li>• Ensure protection or shielding is provided against excessive sun or heat.</li> <li>• Provide cool meals instead of hot ones and serve the heaviest meal later in the day.</li> <li>• Revise work schedules and the workload.</li> <li>• Ensure workers are closely supervised.</li> <li>• Identify personnel who are most likely to have a heat injury.</li> <li>• Lower body temperature by removing clothing and immersing victim into cold water, or sprinkle victim with water and fan the victim to hasten evaporation.</li> <li>• Immediately evacuate the victim to a hospital.</li> </ul>
	Sunburn	Overexposure to ultraviolet radiation of the sun	<ul style="list-style-type: none"> <li>• Ensure protection or shielding is provided against excessive sun or heat.</li> <li>• Ensure workers use sunblock.</li> <li>• Limit workers' time in direct sunlight.</li> </ul>

**Table 3  
Generic Railhead Risk Assessment (Continued)**

<b>TASK</b>	<b>HAZARD</b>	<b>CAUSE</b>	<b>CONTROL MEASURE</b>
Conduct operations during cold weather.	Hypothermia	<ul style="list-style-type: none"> <li>• Exposure to cold wind</li> <li>• Temperatures between 30° Fahrenheit (°F) (-1° Celsius (°C)) and 50 °F (10 °C)</li> </ul>	<ul style="list-style-type: none"> <li>• Stay dry.</li> <li>• Cover head, neck, torso, and legs.</li> <li>• End exposure to or get out of the wind and rain.</li> </ul>
	Frostbite	<ul style="list-style-type: none"> <li>• Skin exposed to extreme cold</li> <li>• Prolonged exposure to the cold</li> <li>• Lack of leadership</li> <li>• Lack of experience</li> </ul>	<ul style="list-style-type: none"> <li>• Brief workers on the situation.</li> <li>• Brief workers on cold-weather-injury symptoms.</li> <li>• Dress in layers.</li> <li>• Protect hands and feet with proper equipment.</li> <li>• Do not stand in wet areas.</li> </ul>
	Chill blains	<ul style="list-style-type: none"> <li>• Exposure to cold over long periods</li> <li>• High humidity</li> </ul>	<ul style="list-style-type: none"> <li>• Reschedule work to allow workers to rotate in and out of the cold.</li> <li>• Provide workers adequate warming areas.</li> </ul>
	Immersion or trench foot	<ul style="list-style-type: none"> <li>• Exposure to cold and water for more than 12 hours</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure the schedule allows workers to rotate to a warming tent frequently.</li> </ul>
	Carbon-monoxide poisoning	<ul style="list-style-type: none"> <li>• Exposure to carbon monoxide</li> <li>• Incomplete combustion of fossil-burning fuels</li> <li>• Defective heating devices</li> <li>• Improper use of equipment</li> <li>• Inadequate ventilation</li> </ul>	<ul style="list-style-type: none"> <li>• Brief workers on the use of equipment.</li> <li>• Maintain heating equipment properly.</li> <li>• Use correct fuel and heaters.</li> <li>• Remove defective heaters.</li> <li>• Ensure operators are properly licensed.</li> <li>• Ensure adequate ventilation exists.</li> </ul>
Conduct all operations.	Unexploded ordnance (UXO) explosion	Soldier carrying UXO in gear or vehicle	<ul style="list-style-type: none"> <li>• Provide amnesty boxes at all railheads.</li> <li>• Brief Soldiers on UXO and give them telephone numbers for explosive ordnance disposal POCs.</li> </ul>

**Table 4****Rail Supercargo and En Route Guard Force Checklist**

**NOTE:** This checklist is for supercargo personnel, such as guards, traveling on what would be considered a freight train.

ITEMS TO CHECK	COMPLETED
● Personnel are instructed on safety standards, procedures, and results of the risk assessment.	
● Personnel are briefed on and understand their roles and responsibilities during the trip.	
● Personnel understand that climbing on railcars, equipment, support towers, light standards, signal bridges, or similar equipment is forbidden by direction of the CG, USAREUR/7A.	
● Personnel are forbidden from leaving the train unless a risk assessment is performed and briefed by the train commander.	
● Personnel are prepared for the trip duration and environment. (Plan for a delay of 72 hours with a contingency plan for a longer delay.)	
● Personnel have contact information in case they are separated from the train.	
● Medically trained personnel (combat lifesavers with bags) capable of stabilizing severely injured persons are on the team.	
● Communication equipment is available and has enough power to communicate with the outside world. The power source must be strong enough to last the expected length of the trip, including delays and emergencies.	
● Team members know what to do in case of a personal or train emergency.	
● The following safety equipment is available and directly accessible to the team:	
a. Reflective vests.	
b. Flashlights or chemical lights for dismounted personnel, but not in colors that rail-company officials identify as operational signal colors.	
c. Kevlar or OSHA-approved hardhats.	
d. Leather or work gloves (not wool inserts).	
e. Eye protection.	
f. Hearing protection.	
g. Emergency numbers and useful phrases translated into English.	
h. A small ladder for exiting or entering the car outside of station-platform areas.	
i. A 5 pound (2.27 kilogram) or more class-ABC-rated fire extinguisher or equivalent fire-protection equipment (must be available in each occupied car).	
● Safety standards are monitored and enforced.	
● Participants are shown the location of high-voltage lines, in-service tracks, switches, and other hazardous locations and equipment in the workarea.	
● Protection from the cold and inclement weather is provided.	
● Life-support items (for example, food, water, toilet paper) are available based on the trip length.	
● Team members are forbidden from throwing objects from the train.	
● Team members are forbidden from hanging out the window of a moving train and in other conditions identified by the risk assessment.	
● Team members are forbidden from carrying, consuming, or purchasing alcoholic beverages aboard the train.	

**Table 5  
Generic Rail Supercargo and En Route Guard Force Risk Assessment**

<b>TASK</b>	<b>HAZARD</b>	<b>CAUSE</b>	<b>CONTROL MEASURE</b>
Prepare to board.	Team unaware of hazards en route	<ul style="list-style-type: none"> <li>• No risk assessment</li> <li>• No briefing</li> <li>• Conditions change</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure a b&amp;b risk assessment is performed.</li> <li>• Brief the team on risks and controls.</li> <li>• Perform a risk assessment at each stop where individuals disembark.</li> <li>• Brief the team on emergency procedures, including being separated from team members.</li> <li>• Ensure team members know and understand their assigned duties and responsibilities.</li> </ul>
	Team unable to provide adequate medical care	Inadequate planning	<ul style="list-style-type: none"> <li>• Provide personnel and equipment capable of dealing with routine injuries.</li> <li>• Provide personnel and equipment capable of stabilizing severe injuries.</li> </ul>
	Team unable to communicate	Inadequate planning	<ul style="list-style-type: none"> <li>• Provide a means for team members to communicate with one another.</li> <li>• Provide a means for team members to communicate with the outside world.</li> <li>• Provide instructions and capability for communicating by civilian means.</li> </ul>
	Team exposed to heat or cold	(See table 3.)	
	Team in unauthorized areas	No risk assessment	Ensure no one rides anywhere other than inside the designated team car. Steps, couplings, rooftop walkways, in or on loaded vehicles or equipment, and in or on other rail cars are all examples of unauthorized riding areas.
	Team unaware of train-crew intentions	Lack of communication with train crew	<ul style="list-style-type: none"> <li>• Translate key statements and questions into anticipated local languages.</li> <li>• Advise the train engineer when a decision is made to disembark troops.</li> <li>• Maintain communication with the engineer while on board and when disembarked.</li> </ul>

**Table 5  
Generic Rail Supercargo and En Route Guard Force Risk Assessment (Continued)**

<b>TASK</b>	<b>HAZARD</b>	<b>CAUSE</b>	<b>CONTROL MEASURE</b>
Riding.	Being struck by objects while riding on the train	Extending body parts outside the car	Do not extend head, arms, or other body parts outside the window. Clearances with passing trains and right-of-way objects are very small. Do not attempt to observe the load by this method. Consider alternatives, such as using a mirror.
	Being struck by objects thrown from the train	Throwing objects from the train	<ul style="list-style-type: none"> <li>Do not throw garbage or other material out the window or other opening.</li> <li>Provide enough trashcans on board.</li> </ul>
	Falling off the train	<ul style="list-style-type: none"> <li>Opening doors during the journey</li> <li>Attempting to cross between cars that do not have walkways</li> </ul>	<ul style="list-style-type: none"> <li>Do not open doors while the train is moving.</li> <li>Do not attempt to move between cars unless there is a safe personnel passageway.</li> </ul>
	Fire	<ul style="list-style-type: none"> <li>Improper disposal of smoking material (for example, cigarette butts, matches)</li> <li>Smoking in a hazardous environment</li> <li>Improper use of a portable heater</li> <li>Cooking in the railcar</li> </ul>	<ul style="list-style-type: none"> <li>Ensure all smoking material is extinguished before disposing of it.</li> <li>Use proper receptacles for smoking materials.</li> <li>Smoke only where and when authorized by railroad authorities.</li> <li>Assess hazards before smoking.</li> <li>Do not use portable heaters or cooking appliances unless the type and use are approved by the railroad authorities.</li> <li>Conduct an assessment of the portable-heater risk before operating it.</li> <li>Ensure firefighting appliances are available.</li> </ul>
	Asphyxiation or carbon-monoxide poisoning	<ul style="list-style-type: none"> <li>Operating unvented portable heaters in the car</li> <li>Cooking with fuel in the car</li> </ul>	<ul style="list-style-type: none"> <li>Do not use unvented portable heaters without adequate ventilation.</li> <li>Do not use fuel-fired cooking appliances in the railcar without adequate ventilation.</li> </ul>
Operate in the train while it is stopped.	Being struck by objects	Extending body parts outside the car	<ul style="list-style-type: none"> <li>Do not extend head, arms, or other body parts out of doors or windows.</li> <li>If surveillance is required, conduct observations only from the inactive track side of the train.</li> </ul>
	Falling from car	Hanging out door	<ul style="list-style-type: none"> <li>Maintain three points of contact.</li> <li>Do not overextend any part of the body.</li> </ul>
	Inadvertently giving rail signal	Using whistles or colored lights	Do not use whistles or colored lights as signals. They may be interpreted as a signal to move a piece of equipment.

**Table 5  
Generic Rail Supercargo and En Route Guard Force Risk Assessment (Continued)**

TASK	HAZARD	CAUSE	CONTROL MEASURE
Exit or deploy guard force.	Falling from car	Stepping down from a car when not at a platform	<ul style="list-style-type: none"> <li>● Exit only at the platform.</li> <li>● Use the buddy system and steps.</li> </ul> Passenger-car steps are designed to be used at a platform. Gravel or other grades may be a long way from the step. <ul style="list-style-type: none"> <li>● Carry a small electrically nonconductive ladder.</li> </ul>
	Being electrocuted	Coming within arc distance of powerlines or equipment	<ul style="list-style-type: none"> <li>● Prohibit climbing on any railcar or loaded equipment for any reason.</li> <li>● Do not carry poles, ladders, or other equipment that might accidentally come within the 5 ft (1.5 meter) arc distance. Validate the arc distance with local rail authorities and adjust for local conditions.</li> <li>● Do not climb on electrical towers, signal poles, signal towers, bridges, or any other structure or equipment in the railroad right-of-way.</li> <li>● The train commander or NCOIC will secure and control keys to all vehicles and equipment to control access by team members.</li> </ul>
	Being struck by objects	<ul style="list-style-type: none"> <li>● Passing train</li> <li>● Mechanical handling equipment</li> <li>● Right-of way-vehicles</li> </ul>	<ul style="list-style-type: none"> <li>● NCOICs will identify and verify active rails and in-process or pending operations, and will conduct risk assessments and briefings.</li> <li>● Do not exit or stand between the train and active tracks. A passing high-speed train can suck an individual into it. Freight yards may have single cars moving silently without an engine.</li> <li>● Maintain one or more dedicated watch individuals.</li> <li>● Maintain constant communication among three people.</li> <li>● Stay out of known hazardous areas.</li> <li>● Do not walk along tracks or in cargo-handling areas.</li> <li>● Cross tracks perpendicular to the rails and move away quickly.</li> </ul>

**Table 5**  
**Generic Rail Supercargo and En Route Guard Force Risk Assessment (Continued)**

TASK	HAZARD	CAUSE	CONTROL MEASURE
Exit or deploy guard force (continued).	Being crushed by an object	<ul style="list-style-type: none"> <li>● Caught in a track switch</li> <li>● Caught between railcars</li> <li>● Caught between passing trains</li> </ul>	<ul style="list-style-type: none"> <li>● Do not cross tracks at a switch.</li> <li>● Avoid positioning body parts between or under cars.</li> <li>● Do not exit or stand between the train and active tracks. A passing high-speed train can suck an individual into it. Freight yards may have single cars moving silently without an engine.</li> </ul>
	Falling or tripping over objects	<ul style="list-style-type: none"> <li>● Rails or railroad ties</li> <li>● Switch-control wires</li> <li>● Cables, debris, ducts, holes, and hoses</li> <li>● Track-maintenance equipment</li> <li>● Ice and snow</li> <li>● Wet rails and other wet surfaces</li> </ul>	<ul style="list-style-type: none"> <li>● Maintain situational awareness. Remember—</li> <li>- Walk forward using adequate lighting. Avoid walking backwards.</li> <li>- Switch-control wires may run above ground long distances parallel to tracks.</li> <li>- Potholes, uncovered holes and cable ducts, gravel, and rocks may be located close to the tracks.</li> <li>- Tools and maintenance equipment may be left beside the tracks.</li> <li>- Ice and snow may hide trip points or create additional slipping hazards.</li> <li>- Rails are normally highly polished by traffic and become very slippery when wet.</li> <li>- Oil from operating trains causes slippery conditions when wet.</li> </ul>
	Fire	<ul style="list-style-type: none"> <li>● Improperly disposing of smoking material</li> <li>● Smoking in a hazardous environment</li> </ul>	<ul style="list-style-type: none"> <li>● Extinguish all smoking material before disposing of it.</li> <li>● Use proper receptacles for smoking materials.</li> <li>● Smoke only where and when authorized by railroad authorities.</li> <li>● Evaluate hazards before smoking.</li> </ul>

**Table 5**  
**Generic Rail Supercargo and En Route Guard Force Risk Assessment (Continued)**

<b>TASK</b>	<b>HAZARD</b>	<b>CAUSE</b>	<b>CONTROL MEASURE</b>
Reboarding.	Falling from a car	Stepping or climbing up to a car when not at a platform	<ul style="list-style-type: none"> <li>● Use steps and buddy system. Passenger-car steps are designed to be used at a platform. Gravel or other grades may be a long way from the step.</li> <li>● Carry a small electrically nonconductive ladder.</li> </ul>
	Being crushed by an object	Trying to board a moving train	<ul style="list-style-type: none"> <li>● Do not attempt to board or jump onto a moving train. Execute separated team-member plan.</li> <li>● Brief a formal separate plan with written instructions for each member. Include communication specifics.</li> <li>● Train commanders will maintain communication with engineers with information about departure time.</li> <li>● Everyone must maintain situational awareness.</li> </ul>

## **GLOSSARY**

AE	Army in Europe
AEPUBS	Army in Europe Publishing System
AR	Army regulation
b&b	blocking and bracing
CG, USAREUR/7A	Commanding General, United States Army Europe and Seventh Army
DA	Department of the Army
DSN	Defense Switched Network
ft	feet
G1	Deputy Chief of Staff, G1, United States Army Europe
HN	host nation
IMCOM-Europe	United States Army Installation Management Command, Europe Region
m	meters
MILVAN	military-owned demountable container
NCO	noncommissioned officer
NCOIC	noncommissioned officer in charge
OIC	officer in charge
OSHA	Occupational Safety and Health Act
USAREUR	United States Army Europe
UXO	unexploded ordnance