

CARDINAL SAFETY RULES FOR ALL VOLUNTEERS

2018

- **Safety First!** Safety is of the first importance in the discharge of duty. (S3.0, A)
- **Safety must be the first consideration in all operations and duties.** In all cases, the safest available methods must be followed. In case of doubt or uncertainty, the safe course must be taken. (S4.0, C)
- **Always be on the alert for hazardous or unsafe conditions.** If they are found, eliminate them; if this can't be done, report them to proper museum authority, warn others and take such steps as necessary to protect the condition until it can be corrected. (S4.0, E)
- **Expect the movement of trains, engines, cars** or other moveable equipment **at any time**, on **any track, in either direction.** (S4.0, M)
- Volunteers must **watch out for museum guests with extra care.** Assuming they will be preoccupied and unaware of train movements. (S4.0, O & U)
- **Never** put any objects (such as coins) on track and discourage visitors from doing so as well. (S4.0, P)
- **Do not cross, or allow guests past the inside perimeter fence during railroad operations.** During railroad operations, volunteers and guests are not allowed to pass this area unless accompanied by museum personnel or qualified operating volunteer. Always inquire with museum personnel to determine if there are active railroad operations. (S4.0, T)
- Always be courteous with museum guests, **DON'T EXCITE! BE POLITE!** (S4.0, V)
- **Do not step on top of a rail,** step over it and be alert for wet and slippery conditions. (S7.2, E, 4)
- **Never stand in the middle of a track.** Always stand at least 20 feet away from tracks used during operations. Personnel must avoid standing or walking on or near the tracks except in the performance of duty. (S7.2, E, 5)
- **Do not go in-between or underneath equipment** or allow museum guests to go in-between or underneath equipment. Sitting, lying, or crossing under cars is prohibited, except when required in the performance of duty and then only when proper protection is afforded. (S7.2, E, 8)
- **Do not climb on or allow museum guests to climb onto equipment** that is not equipped with stairs or other devices that will safely allow entry. (S7.2, E, 10)