

# SHELburnE FALLS Trolley Museum

14 Depot Street  
P.O. Box 272  
Shelburne Falls, MA 01370

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

## MOTORMAN and CONDUCTOR RULES EXAM

Open Rulebook (April 20, 2017) fill in blanks exactly as in the Rulebook, including any SPECIAL ORDERS that are in effect at the time of your test.

1. The \_\_\_\_\_, \_\_\_\_\_ Rulebook is in effect. All prior Rulebooks and Special Orders are null and void.
2. Conductors and motormen must have their copy of these \_\_\_\_\_ available to them while on duty.
3. Initial all \_\_\_\_\_ to indicate your understanding of them.
4. While on duty or subject to duty abstain entirely from the use of \_\_\_\_\_, \_\_\_\_\_ and medications that might adversely affect performance.
5. No passengers may be carried unless a qualified \_\_\_\_\_ and a qualified \_\_\_\_\_, or a qualified operator, is in control of the car.
6. A motorman, conductor or operator who has not been on duty in the last 30 days is required to \_\_\_\_\_ and make a qualifying trip with a qualified motorman or conductor.
7. All operations and track maintenance must be restricted to the museum-controlled tracks west of the Elm Street crossing. Never occupy or work on the tracks belonging to \_\_\_\_\_.
8. Gong must be sounded more than \_\_\_\_\_ times at any time when it is necessary to call attention to the movement of the car, and whenever approaching station stops or areas where people or \_\_\_\_\_ might be on the track.
9. Any red flag in the tracks is to be regarded as a \_\_\_\_\_ signal.
10. Conductors and motormen before taking out a car must see that it is in \_\_\_\_\_.
11. The motorman should always have possession of the \_\_\_\_\_, or it should be locked up.
12. Employees at closing time will see that all equipment and \_\_\_\_\_ are properly secured.

13. Employees at closing time will see that all equipment and buildings are properly \_\_\_\_\_.
14. Employees should discourage all persons from placing \_\_\_\_\_ on the rails on any active track.
15. Employees should request that all guests do not trespass on \_\_\_\_\_ property.
16. \_\_\_\_\_ and use of Electronic Nicotine Delivery Systems are not permitted by anyone on any equipment or in any buildings. Employees should not smoke near \_\_\_\_\_.
17. Take reasonable action to prevent persons getting on or off \_\_\_\_\_ car.
18. No one should stick arms, hands or heads out of any trolley \_\_\_\_\_. The conductor should make sure that any windows that are open are properly sitting on their \_\_\_\_\_.
19. Assist \_\_\_\_\_ to ensure their safety and comfort when they are loading and unloading.
20. Accidents to individuals, vehicles or private property, no matter how slight, must be reported to the \_\_\_\_\_ and other supervisors at once. If medical attention is needed, have someone call \_\_\_\_\_ and attend to injured as best as possible.
21. In case of \_\_\_\_\_, the motorman should stop car, set brakes, put canopy switch to OFF, and have someone call 911.
22. In case of a \_\_\_\_\_, the conductor and motorman must bring the car to a quick but safe stop. After ensuring that the motorman has shut off the controller, the \_\_\_\_\_ will then reset trolley wheel on wire.
23. If there is danger of \_\_\_\_\_, return to barn, pull pole and secure, and turn off substation. Be sure that substation \_\_\_\_\_ are OFF.
24. If a headlight bulb or an interior light bulb fails, \_\_\_\_\_ the effected light circuit until the bulb can be replaced.
25. Report as soon as possible any \_\_\_\_\_ in equipment, track, overhead lines, or any part of the Museum's property that may come under your observation.
26. Conductors (and motormen when they are not engaged in operating the car) are to make every effort to prevent \_\_\_\_\_ and \_\_\_\_\_ when passengers are boarding and detraining.
27. At any loading platform equipped with a chain or gate at the edge, the Conductor must ensure that the chain or gate is closed when the \_\_\_\_\_ the platform..
28. Check that power substation is functioning properly when turned on. Check that \_\_\_\_\_

\_\_\_\_\_ indicator lamps are lit. Upon arrival at Salmon Falls, check that lamps on pole \_\_\_\_\_ are lit.

29. When approaching areas where \_\_\_\_\_ or \_\_\_\_\_ might be on or approaching the tracks, look in all directions and be prepared to stop to prevent any collisions.
30. When throwing off current, throw the handle quickly, and with a \_\_\_\_\_ motion, to " off " position.
31. The reverser key will be placed in the " \_\_\_\_\_ " position, after shutting off power when approaching the Visitor Center, to facilitate an emergency stop, if needed for any reason.
32. Always \_\_\_\_\_ trolley pole when working at the controllers, light circuit, etc.
33. Motormen must not pass over any \_\_\_\_\_ until they know that the points are properly lined.
34. Never operate the car through \_\_\_\_\_ such that the motors get wet.
35. Motorman must reduce speed to a \_\_\_\_\_ when the trolley pole is traversing a facing point wire frog.
36. When approaching a Turnout that needs to be thrown, stop before the wheels are on the \_\_\_\_\_.
37. The conductor or motorman must carry a working \_\_\_\_\_ if one is available whenever the car is underway. The radio must be carried so that it can be \_\_\_\_\_. If no radio is available, a mobile phone may be used instead, as long as Ticket Agent has the \_\_\_\_\_.
38. Profane, crude or personal \_\_\_\_\_ are not allowed on company radios. Remember that other radios can receive these transmissions and that other people may be overhearing the company radios.
39. Radios, telephones or other devices may not be used by the motorman or operator when the car is in \_\_\_\_\_.
40. Persons attempting to call, and if not receiving a prompt response, should give the message regardless, and presume it was not received until \_\_\_\_\_.

TEST SCORE: \_\_\_\_\_ CHECKED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

Hands-on examination - Conductor

Loading passengers	CHECKED BY: _____	DATE: _____
Unloading passengers	CHECKED BY: _____	DATE: _____
Cleaning car	CHECKED BY: _____	DATE: _____
Use of lights and heaters	CHECKED BY: _____	DATE: _____
Dewirement	CHECKED BY: _____	DATE: _____
Use of radio	CHECKED BY: _____	DATE: _____
Hand signals	CHECKED BY: _____	DATE: _____
Gong and bell signals	CHECKED BY: _____	DATE: _____
Interpretive talk	CHECKED BY: _____	DATE: _____
Attitude/Safety awareness	CHECKED BY: _____	DATE: _____

Hands-on examination - Motorman:

Preparing Car for service	CHECKED BY: _____	DATE: _____
Cleaning car	CHECKED BY: _____	DATE: _____
Use of power substation	CHECKED BY: _____	DATE: _____
Track inspection	CHECKED BY: _____	DATE: _____
Checking brakes	CHECKED BY: _____	DATE: _____
Storing car	CHECKED BY: _____	DATE: _____
Turning pole	CHECKED BY: _____	DATE: _____
Operating brakes	CHECKED BY: _____	DATE: _____
Use of controller	CHECKED BY: _____	DATE: _____
Use of trigs	CHECKED BY: _____	DATE: _____
Emergency stop, bucking motors	CHECKED BY: _____	DATE: _____
Reading/Throwing a turnout	CHECKED BY: _____	DATE: _____
Use of lights and heaters	CHECKED BY: _____	DATE: _____
Proper stops at station stops	CHECKED BY: _____	DATE: _____
Hand signals	CHECKED BY: _____	DATE: _____
Gong and bell signals	CHECKED BY: _____	DATE: _____
Dewirement	CHECKED BY: _____	DATE: _____
Prepared to prevent collisions	CHECKED BY: _____	DATE: _____
Attitude/Safety awareness	CHECKED BY: _____	DATE: _____