

WORK DESCRIPTION

# EMPLOYEE ASSIGNED TO TURN ON HEAT, RAPID TRANSIT CARS

## WORK LOCATION:

Assigned yard.

## REPORTING FOR WORK:

Report to Clerk at assigned terminal at time specified on assignment sheet (this is an A.M. trick).

After reporting, call Power Supervisor and obtain information on points of heat to be carried.

After contacting Power Supervisor, check with Yard Foreman to determine if any trains will not be operated and to determine which trains will be used first.

## UNIFORM AND EQUIPMENT:

Employees assigned to turn on heat need not wear uniform, but, if an extra man is assigned to a heat scrub he must have a uniform available for use immediately. Must have a Cineston key and a door key.

## JOB DUTIES:

- (1) Beginning with the first put-outs, turn on heat in 5 trains as follows:
  - (a) Make Cineston operative
  - (b) Turn on proper points of car heat (make certain switch cabinet is closed and locked after heat is turned on)
  - (c) Turn on cab heater
  - (d) Lock up Cineston
  - (e) Leave cab door in open position
- (2) After turning on heat in 5 trains, return to first train, walk through entire train and check that heat is operating on each car. Notify Yard Foreman immediately if any car does not have heat. Also make out "Delay and Defect Report" on all defective cars upon completion of trick. Check remaining trains in same manner.

- (3) Repeat steps 1 and 2 on remaining trains in groups of 5.
- (4) An extra man working a heat scrub must phone the station clerk every hour to check whether he is needed for another assignment.

#### ENDING WORK ASSIGNMENT:

Report to station clerk upon completion of work.  
Turn in Delay and Defect Reports.

If working a scrub heat trick, obtain a "Time Slip," CTA 3533 from the clerk and fill it out in order to be paid for this assignment.