



Railway Passenger Handling Safety Rules

March 31st, 2000 (TC O-0-16)

RAILWAY PASSENGER HANDLING SAFETY RULES

CONTENTS

1. SHORT TITLE
2. SCOPE
3. DEFINITIONS
4. PASSENGER HANDLING SAFETY PLANS
5. TRAINING
6. PASSENGER SAFETY INSPECTIONS
7. EXCEPTIONS
8. FILING REQUIREMENTS

PASSENGER HANDLING SAFETY RULES

1. SHORT TITLE

- 1.1 For ease of reference, these rules may be referred to as the “Passenger Handling Safety Rules”.

2. SCOPE

- 2.1 These rules, which have been developed pursuant to Section 20(1) of the *Railway Safety Act*, prescribe the minimum requirements for the safe handling of passengers by railway companies subject to the jurisdiction of the Department.
- 2.2 Railway companies and/or passenger service providers who operate or host the operation of passenger service shall comply with those sections applicable to the service they provide.

3. DEFINITIONS

- 3.1 “Department” means the Department of Transport.
- 3.2 “emergency response procedures” means those procedures a railway company has in effect governing the manner in which the company and its employees respond to emergency situations.
- 3.3 “passenger car” means a railway car used for transportation of passengers, dining, baggage and other services in either commuter or intercity service.
- 3.4 “passenger service provider” means a company (other than a railway company) who provides passenger service on the tracks of a railway company.
- 3.5 “passenger train” means a train consisting of one or more passenger cars that is used for the purpose of transporting and serving passenger(s) in revenue service.
- 3.6 “person in-charge” means an on-train employee trained and qualified by a railway company to ensure the safety of passengers on board the train and supervise the work of on-board personnel.
- 3.7 “private car” means a rail passenger car used to transport non-revenue passengers on an occasional contractual basis and includes business cars, office cars and circus trains.

3.8 “railway company” means a railway company subject to these rules.

4. PASSENGER HANDLING SAFETY PLANS

4.1 Each railway company that operates or hosts passenger/mixed train service shall have a written passenger handling safety plan which, as a minimum, encompasses all of the following measures applicable to the type of equipment and operation:

- a) medical;
- b) on-board fire;
- c) derailment or collision;
- d) passenger evacuation procedures;
- e) incident recording and reporting;
- f) passenger safety awareness procedures;
- g) training;
- h) communications;
- i) safety checks;
- j) bomb threat, terrorist threat and other related security measures.

4.2 Each railway company that operates or hosts passenger train service shall ensure that passenger service providers comply with those sections of this rule and the company’s safety plan that are applicable to the service being provided.

4.3 Each passenger handling safety plan shall incorporate, to the extent practicable, those best practices and procedures published in the Railway Association of Canada (RAC) Circular #6.

4.4 Each railway passenger handling safety plan shall incorporate directly or by reference, the railway’s emergency response procedures including periodic exercises.

- 4.5 Each railway company shall file with the Department, their passenger safety plan including any significant amendments to the plan. Passenger safety plans must be filed within 90 days of the effective date of this rule or in advance of first service operation.

5. TRAINING

- 5.1 Each railway company that operates or hosts passenger train service shall ensure a sufficient number of on-board personnel as defined in the company's safety plan, including on-board personnel employed by a passenger service provider, are as a minimum, trained:

- a) with the passenger handling safety plan;
- b) with the company's emergency response procedures;
- c) with the safety features of passenger equipment;
- d) with normal and emergency communication procedures;
- e) with the use of on-board emergency tools;
- f) to administer first-aid and CPR;
- g) to provide service to passengers with disabilities under normal and emergency situations;
- h) to supervise or assist in emergency evacuation procedures.

- 5.2 Each railway company that operates or hosts passenger train service shall ensure all other appropriate railway personnel and on-board personnel, who may be required to assist in a passenger train emergency, are trained to be:

- a) familiar with the passenger handling safety plan;
- b) familiar with the company's emergency response procedures.

- 5.3 Safety training may not be required for on-board personnel who are not directly employed by either the railway company or passenger service provider and whose duties do not include the care, comfort and safety of the passengers.

6. PASSENGER SAFETY INSPECTIONS

6.1 The person in-charge, or other qualified person, shall ensure that a safety check has been made prior to departure, (from a safety inspection location or pre-departure inspection location) or at intervals otherwise identified in the passenger safety plan, to ensure the following:

- a) passenger awareness information is available;
- b) on-board emergency tools are intact and accessible;
- c) first aid and trauma kits are intact and sealed;
- d) emergency signage is visible and legible;
- e) emergency lighting functions as intended;
- f) emergency communications equipment functions as intended;
- g) carts, parcels, luggage and oversize articles are properly stowed and secured;
- h) any known or recorded defects are reviewed by on-train personnel.

6.2 Where a passenger safety check reveals a defect according to this section, the person in charge or qualified person shall, in accordance with procedures as established in the safety plan:

- a) have the defect immediately corrected; or
- b) permit the train to move to a location where the defect can be corrected, and
 - (i) identify any restrictions to the train movement; or
 - (ii) identify any restrictions to the occupancy of a passenger car; and
- c) log or notify the rail traffic controller and/or operations control center of any such defect being moved and of any restrictions.

7. EXCEPTIONS

- 7.1 These rules do not apply to private cars or occupied work service cars.
- 7.2 These rules do not apply to passenger trains used exclusively in tourist excursion train service that travels no further than a round trip of 150 miles (240 km) at a speed not exceeding a maximum of 25 mph (40 km/h) if the railway company uses these rules as a guide and consults with the Department at least 90 days prior to operation to establish appropriate safety criteria.

8. FILING REQUIREMENTS

- 8.1 RAC Circular #6, which provides those passenger handling safety best practices and procedures to be used by railway companies, shall be filed with the Department, as amended from time to time.