

## Sumpter Valley Railroad

**Position:**            **Brakeman**

Prerequisites:        Meet all the prerequisites to enter train service

Qualification:        Complete a minimum of 8 round-trips  
                             Pass the brakeman's written exam  
                             Approval by Operations committee for promotion to brakeman

Duties:                Assist the conductor with all duties as assigned.

Inspect journals for excess wear and proper oil level. Add oil if needed.

Set hand brakes according to the Rule Book and Safety instructions.

Couple locomotive or cars to the train and connect air hoses.

Conduct air tests as required in the rule book.

Assist passengers on and off the train.

Monitor conduct and movement of passengers at all times to ensure their safety.

Answer passenger's questions to the best of your ability.

Protect passengers and bystanders near the train when the locomotive or other equipment is operating nearby.

Flag approaching or following trains as needed.

Assist engine crew with switching when needed.

Brakemen must present a neat and clean appearance, and must treat both passengers and other crew members with courtesy and respect.

Brakemen are responsible for obtaining the equipment required for their job from the Yard Office.

Re-qualification

Requirements:

A qualified brakeman who has not worked in that position for two or more years must work a minimum of two round trips, under the observation of the Trainmaster, Operations Manager, or a person designated by them, to be re-qualified. Must also pass the current brakeman's written exam.

Special Note:        If a conductor becomes unavailable, a qualified brakeman may assume the duties of conductor on a temporary basis.

Evaluation forms  
**Sumpter Valley Railroad**  
**Student Brakeman's Evaluation**

Student's Name: \_\_\_\_\_ Date: \_\_\_\_\_ Number of round trips: \_\_\_\_\_

Conductor's Name: \_\_\_\_\_ Consist description: \_\_\_\_\_

| Task/Standard                            | Needs Training | Acceptable Progress | Competent | N/A |
|--|----------------|---------------------|-----------|-----|
| Appropriate Clothing/PPE                 |                |                     |           |     |
| Personal Equipment                       |                |                     |           |     |
| Pre-inspection of cars                   |                |                     |           |     |
| Coupling air hoses/operating angle cocks |                |                     |           |     |
| Crossing through equipment               |                |                     |           |     |
| Air Brake tests                          |                |                     |           |     |
| Operating handbrakes                     |                |                     |           |     |
| Mounting/dismounting equipment.          |                |                     |           |     |
| 3-point contact/climbing ladders & steps |                |                     |           |     |
| Operating Switches                       |                |                     |           |     |
| Equipment securement                     |                |                     |           |     |
| Leaving equipment to clear/foul          |                |                     |           |     |
| Protecting shoving movements             |                |                     |           |     |
| Hand signals                             |                |                     |           |     |
| Radio use                                |                |                     |           |     |
| Situational Awareness - Rail safety      |                |                     |           |     |
| Attitude - Taking Instruction            |                |                     |           |     |
| Attitude - Teamwork                      |                |                     |           |     |
| Hours of service documentation           |                |                     |           |     |

**Must complete 8 round trips minimum for advancement (Number of trips completed \_\_\_\_\_)**

\_\_\_\_\_  
**Qualified Conductor Signature**

*Recommend for advancement*

\_\_\_\_\_  
**Student Signature**