

## GCOR 2.21 ELECTRONIC DEVICES

### 2.21 Electronic Devices

Electronic Device means an electronic or electrical device used to **conduct oral, written, or visual communication; place or receive a telephone call; send or read an electronic mail message or text message; look at pictures; read a book or other written material; play a game; navigate the Internet; navigate the physical world; play, view, or listen to a video; play, view or listen to a television broadcast; player listen to music; execute a computational function;** or perform any other function that is not necessary for the health or safety of the person and that ***entails the risk of distracting the employee or another employee from a safety-related task.***

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**Railroad Operating Employee** means an individual who is:

- Engaged in or connected with the movement of a train ***including a hostler***
- A train employee providing commuter or intercity rail passenger transportation  
or
- Subject to hours-of-service governing train service employees.

The use of any electronic device is prohibited if that use would interfere with an employee's performance of ***safety-related duties.***

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#### A. Personal or Railroad-Supplied Electronic Devices

Personal or railroad-supplied electronic devices *may be used as necessary*:

- To respond to an emergency situation involving the operation of the railroad
- To respond to an emergency encountered while on-duty
- As a communication device in the event of radio malfunction
- To refer to a railroad rule, special instruction, timetable or other directive using the digital storage and display function while inside the controlling cab of a locomotive, train or on-track equipment after there has been a job safety briefing and all crew members agree that it is safe to do so.

Other than railroad operating employees may use electronic devices in the body of a business car or passenger train when it will not interfere with an employee's performance of safety-related duties.

Except as otherwise authorized, the use of any audio or video recording device to record communications by or between employees is strictly prohibited without the prior knowledge and express consent of all parties to the communication.

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#### B. Personal Electronic Devices

Except when deadheading in other than a controlling locomotive, railroad operating employees on duty (including supervisors) must have each electronic device turned off and stowed out of sight with any earpiece removed from the ear when:

- On moving rolling equipment or on track equipment unless device is being used to reference a railroad rule, special instruction, timetable or other directive,
  - Any member of the crew is on the ground performing safety-related duties,
- or
- Any employee is assisting in preparation of the train, engine(s) or on-track equipment.

A railroad operating employee may use an electronic device when:

- Rolling and on track equipment is stopped,
- A job safety briefing is conducted with all crew members to confirm that it will not interfere with any safety-related or required duty,
- No member of crew will foul any track.

*When device is not in use it must be off and stowed out of sight.*

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#### **B. Personal Electronic Devices cont.....**

A personal stand-alone camera may be used to take a photograph of a safety hazard or a violation of a rail safety law, regulation, order, or standard, provided that:

- A job safety briefing is conducted among all crewmembers and any other individuals in the controlling cab of moving equipment,
- It is turned off immediately after the photograph has been made;
- It is not used by an employee at the controls of moving equipment.

A personal stand-alone calculator, digital watch whose only purpose is as a timepiece and medical devices that are consistent with the railroad's standards may be used as necessary in the performance of duties.

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#### **C. Railroad-Supplied Electronic Devices**

After a job safety briefing including all members of the crew determines railroad-supplied devices can be used safely, railroad operating employees may use such devices to send or receive work related information with:

- Railroad supervisors.
- Railroad customers.
- Railroad dispatchers.
- Railroad customer service employees or
- Other railroad employees as necessary in the performance of their duties.

Railroad operating employees must not use a railroad-supplied electronic device for purposes other than which it was intended or while:

- Operating the controls of a moving locomotive unless device is being used to reference a railroad rule, special instruction, timetable or other directive.
- On the ground within 4 feet of any track.
- On the ground and engaged in an active switching operation.
- Riding rolling equipment during a switching operation.

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### C. Railroad-Supplied Electronic Devices cont.....

- Riding rolling equipment during a switching operation.
  - At the controls of the locomotive and any other employee is assisting in the preparation of the train, engine(s), or on-track equipment, including testing of railroad equipment or brakes.
  - Inside the controlling cab of a locomotive, train or on-track equipment, unless there has been a job safety briefing, and all crew members agree that it is safe to do so.
  - Verbally obtaining or releasing mandatory directives when railroad radio communication is available.
- A railroad-supplied electronic device may be used to take a photograph pertaining to authorized business purposes that include a potential safety hazard, violation of a rail safety law, regulation, order or standard; or conditions that prevent a train crew from accessing and performing work at a customer facility provided that:
- Train is stopped.
  - A Job Safety Briefing is conducted including all members to confirm that it is safe to do so.
  - If the crew member taking the photograph is on the ground they cannot be within 4 feet of any track.