

## Dispatcher

### Responsibilities

The Dispatcher is responsible for safely managing all train movements across the division.

### Procedures

All trains operate on two-way radio. Communication between Fall River Yard, Crew Lounge, Clerk, and Superintendent should be done via the intercom telephone system.

All train movement is controlled via the **CATS CTC** dispatcher computer program:

- All train information must be completed prior to authorizing train movement. Position train in the occupied block prior to selecting/setting a route.
- Use the mouse to throw switches and set routes (and signals).
- Authorization to occupy the track (other than signal indication) is referred to as “Track Authority.” All track authority is issued between two control points. Example: “5668 west has track authority between CP Jordan Jct. and CP Ardmore, on the mainline.”
- A/D tracks at Fall River Yard on the CTC panel are placeholders only for train symbols. Train symbols do not have to correspond to actual track occupancy.

**CATS track colors:** Red = occupied, green = selected route, white = no route selected, gray = non-detected track, blue = track authorization issued.

Hints: CTRL+E may be used to toggle train information on the CATS Screen. **REFRESH SCREEN (under APPEARANCE) may be used to clear cursor mouse problems, etc.**

### **Division & Special Operations:**

- Union Pacific and some other short line railroads may have trackage rights on the division.
- Fall River Yard (FR) must be notified of trains approaching the yard to ensure Fall River Yard can accept arriving trains. For Eastbound trains, contact FR before trains depart Sage. For Westbound trains, contact FR before trains depart Horton or No Name.
- The Traffic Manager or Clerk must be notified of trains approaching the Calhoun crew change point. There is only one arrival/departure track in Calhoun. Check for clearance prior to releasing eastbound trains from Horton. All other crew change points use both arrival and departure tracks.
- Industry turnouts on sidings are not controlled by the Dispatcher. If crews do not set a turnout back to “normal” aligned with the siding, track occupancy will not clear. **Do not clear siding tracks manually!** Provide authority to approaching trains: **“after stopping, pass the signal displaying stop indication and proceed into the siding at restricted speed watching for turnouts lined against the siding.”**
- Defect detectors are present on The Division. If activated, the icon will flash red for 30 seconds, and then stay red. This is for the Dispatchers awareness only. Crews must take actions for all reported defects. The detector should be reset (right click, and clear) after crews have reported that necessary corrective action has been taken.
- **Trains Tac-Fal and Fal-Tac must use Main 1 track at Kimber for work.** This keeps the south main and Kimber mainline available for use.

### **Train Priority (In order of importance):**

- Amtrak (**MUST** use tracks where depots exist, such as Winston mainline, Kimber South track, Sage, etc.)
- Boeing trains/specials
- Intermodal and “Z” hotshot trains
- Other BNSF (manifest, through trains, coal, etc.)
- All Union Pacific Trains
- BNSF Locals (Kimber Crawler, Deckers Dodger, etc.)