

C. TERPOILLI

October 17, 1967
411.03

Preparation for Winter Operation

Messrs. Paul, R H	10	Messrs. Super	3
Lengle		Groff	12
Fister	20	Prager	10
VanSciver		Golden	
Fisher, W L	20	Ashenfelter	
Wilson		Lynch	
Spang	10	Alessandrini	5
Coffey		Smith, J C	
Tonkin	12	Curtis	
Boyer		Howarth, T	
Moyer, J H		Wagner, M A C	
Rentz		Kessock, A	
Ciarrocchi	4	Wisnosky, S	
Hunter, W E	10	Mialkowski, F	
Amonson	10	Leisse	
Bloemker	5	Griffith	
Moss, J E		Smith, W O	
Yanoshik		Kaiser	
Lawlor, P G		Hecker	
Fetterman	5	Steimling, C F	
Casella, J F	5	Car Inspectors - Tamaqua	
Brugger		Car Inspectors - West Milton	
Galbraith	3	Car Inspectors - Harrisburg	
Butterworth	20	Car Inspectors - Lebanon	
Houser	8	Car Inspectors - Shamokin	
Boris	10	Car Inspectors - Rupert	

It will be necessary to make a complete check of the engine houses and car shops, as well as all the equipment, in order to avoid criticism during the coming winter months.

Special check must be made of the metallic steam connectors on all passenger equipment, both locomotives and cars, to know that it is in first class condition to eliminate any delays.

Equipment having metallic connections applied with gaskets on rear of locomotives, must be checked and new gaskets applied where necessary.

Careful inspection to be made of all metallic steam connectors on passenger equipment and any worn No. 322 heads should be replaced on equipment operated with Diesel locomotives. End valves should be checked and new valve stem packing applied where necessary.

At Newtown, all RDB equipment will be left running to prevent freezing when temperatures are low.

Cars equipped with flush hopper, wash-stand and water cooler, should have water tanks and water coolers drained when cars are placed without steam protection in freezing weather.

In using salt on platforms, steps and water cooler drains, same is to be used sparingly and not scattered profusely, as the salt combined with water causes considerable corrosion and is responsible for a great deal of damage to our passenger equipment. Wherever possible, sand should be used instead of salt on steps and platforms.

All yard lines are to be blown out thoroughly before connection is made to passenger equipment, and dummy couplings are to be applied when hose is not in use.

All steam drips are to be inspected and expansion units changed where necessary.

Special attention to be given to steam heat appliances on locomotives, particularly regulators, valves and gauges.

All openings, and steam leaks on our locomotives to be given special attention to avoid criticism from I.C.C. Inspectors.

All snow fighting equipment must be given special attention, checking journal brasses, packing, support braces and bolts, etc., to avoid delays as far as Mechanical Department is concerned.

Discuss with all your supervisors and inspectors, the importance of seeing that all train lines are open and all leaks taken up.

MU CARS

Apply snow screens on air intakes of non-rehabilitated MU cars from October 15th to April 15th.

On the rehabilitated MU cars make sure inertial filters and bleed motor blowers are clean and kept clean.

Check rotation of the bleed motors and that they are functioning properly.

Check and re-gasket all air intake box doors and trap doors.

On Silverliner Equipment check all equipment box seals and make sure air filters and blower wheels are clean.

Apply winter brake shoes at Monthly Inspections during November and keep them applied until April 1.

On all equipment, check no-blower relays to make sure that equipment will not function, without a proper supply of cooling air.

DIESEL LOCOMOTIVES

To reduce to a minimum any possibilities of trouble experienced during freezing weather on Diesel locomotives, it is necessary to exercise rigid control over the following items:

1. Keep moisture condensate drained out of fuel oil supply tanks, weekly or less.
2. Keep moisture condensate drained out of fuel oil tanks on locomotives, daily and after each trip on freight locomotives.
3. Add one-half gallon of Paco denatured alcohol solvent to the locomotive fuel oil tank at the first or initial charge. Add one quart of Paco denatured alcohol solvent at each fuel oil filling, twice a week.
4. Fuel locomotives, as frequently as possible, since an almost empty fuel tank results in frost being washed off of inside of tank and is held suspended in the fuel oil.
5. Special attention must be given to Diesel locomotives equipped with steam generators during the winter months. The steam generators are to be operated at all times. Steam lines must be properly drained when being used in service other than passenger service, as well as when not in service, in order to prevent freezing.
6. Follow instructions issued under Standard Instructions P-92 dated March 25, 1954, covering the Inspection and Testing of Steam Heating Equipment on all Classes of Diesel Locomotive Units.
7. Set cooling system for winter operation, effective October 15th to April 15th.
8. Make thorough inspection of Diesel locomotive cab heaters, cab weather stripping and cab heater control equipment, in order that proper temperatures are maintained in the operating cabs.

In addition to the above, a thorough cleaning up of scrap, tools, debris, etc., must be made.

All scrap should be sent in promptly and before shipping, it should be checked to ascertain that no serviceable material has been placed in the car.

Check must also be made promptly of all shop buildings on our property, to know that same are in good condition for the winter months, which includes doors, windows, heating systems, sand houses, etc., so that we do not have any complaints after the winter sets in.

Check is to be made of the fire lines, fire hose and fire extinguishers, to have same in good condition and ready for immediate service.

In connection with thaw houses at Port Richmond and Port Reading, the local supervision will check and ascertain that all heating coils, fan engines, header lines, checks, traps and valves in the thaw houses are in good condition for winter operation.

Also, lance line header, lances, lance hoses and valves are to be checked and any defective equipment to be renewed promptly.

Check must be made of wreck cranes at each location and condition of supply lines leading to same, to prevent freeze-up of boiler and auxiliary water supply. In addition, the Diesel cranes located at Erie Avenue and Rutherford; the Diesel electric cranes 90608, 90609 and 90610, located at Port Richmond; 90611, located at Reading Car Shop; and 90612 and 90613, located at Reading; must have permanent antifreeze applied to the cooling system. Also, the cooling system fan, furnished by manufacturer must be replaced for winter operation. Diesel engine lubricating oil must also be changed from SAE 30 (summer) to SAE 20 (winter). The above to become effective October 15th to April 15th.

DIRECTIONS FOR DRAINING THE STEAM GENERATOR

1. Close the water supply valve. Open the drain valve of the water strainer tank, or water treatment tank, whichever is used; open the water pump test valve, the coil shutoff valve and the separator blowdown valve.
2. To drain the water pump, open the water pump test valve, turn the control switch to FILL and pump air for a few minutes to blow out the valves and pipes. Then turn the control switch OFF.
3. Take the cover off the water treatment or strainer tank. Lift out the screen mesh strainer and empty the tank of water.
4. Close the stop and check valve at the top of the steam separator, and close the return water outlet valve in the return line from the separator.
5. Connect a compressed air line to the open water pump test valve and blow the remaining water out of the piping, water by-pass regulator, servo-fuel control, heat exchanger chamber, and the steam generator coils. The water is discharged by air pressure through the separator blowdown valve.
6. After the above operation is completed, close the separator blowdown valve and open the return water outlet valve between the separator and the steam trap. Again blow compressed air through the steam generator, This time it will blow through the steam trap, the coil within the heat exchanger and the entire water return line, and will discharge the water through the return line into the storage tank and through the tank outlet to the ground.
7. Open the separator blowdown valve.

8. Disconnect the return water line from the heat exchanger, and the inlet and outlet water connections on the servo-fuel control.
9. Open the petcocks at the bottom of the heat exchanger and servo, and remove the drain plug from the bottom of the steam trap.
10. Disconnect the steam lines leading to the steam pressure gauges and water by-pass regulator, and blow out with compressed air.

NOTE: Keep all valves open.

RAIL DIESEL CARS

1. Winter brake shoes will be applied at monthly inspection during November, keeping same applied until April 1st at which time summer brake shoes will be applied at monthly inspection during April.
2. Check all car heat circulating pumps and motors, as well as thermostats, for proper operations. Also, make sure that engine and car heat water supply is checked for proper level, which should be between the middle and top cocks on water supply tank, check should be made after engine has been shut down for three minutes.
3. Check cab heater blower motors, heating elements and windshield defrosters, for proper operation.
4. Supervisors in charge of the following locations, will be responsible for his point being supplied with snow plows, prior to the advent of the winter season. The number of snow plows indicated after each location, must be adhered to so that a smooth operation may be insured during the winter months. Pottsville -2; Saucon Creek -3; Reading Inspection Pit -3; Reading Terminal - 17.

Two snow plows will be applied to the rack of RDG 9166.

One snow plow will be stored at the Outer Station in the dispatcher's office. Reading, Pa.

J J Butler

cc: Messrs. Fisher, F G Evans
 Hunter, E T Priebe
 Gauntt Steimling, D F
 Porambo Brunner, C B
 Rittenhouse Davis
 Ellis Paul, V
 Watters Wentz, J
 Eyrich Hoffman
 Ludwig Albright, W F
 VanSciver Daly
 Kramer
 Carvel

Mr. H. S. Tunison - CRR of N.J.
Mr. W. F. Daley - " "
Mr. J. Deutsch - CRR of N.J. (Beth.)
Mr. T. James - " "
(Communi paw)