Reading Company Form 475 (1-74)
Time Return and Delay Report of Engine and Train Employees—Conductor and Trainmen

Reading

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Form 478	8	DAIL	DAILY REPORT	DRT		
	PLACE	DURATION OF DELAY	OF DEI	ΑY	CAUSE OF DELAY	VA. IS
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ime lef	Time left tie up point					
Towed in by	n by					
eadhea	Deadheaded into terminal on					
	YARD OR ROAD SWITCHING TIME AND STOPS	HING TIME	AND S	TOPS UNDER	ER "STOP" RULE	E.
No.	*Stops Under Stop Rule Location		Yard or Road	From	To	Time
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NOTE: All stops for the purpose of picking up or setting off cars (other than Cars) must be shown. Stops made doubling hills not to be shown.

*Stops to be counted under Stop rule to be numbered 1, 2, 3 4, 5, 6.

beginning with No. 1. 2.—The report shall be dated as of the date on which the employee first goes on baggagemen, and trainmen shall also use this form when reporting individually. The report shall be rendered and signed by the conductor for the train crew. If there is no conductor it shall be rendered and signed by the ranking employee whose time is reported thereon. Reports shall be numbered consecutively for each month -This report shall be rendered for all train crews. Conductors, flagmen, train

ed before the completion of a trip, of the employee relieving will be heading, the place and time at which the deadheading began and ended and the train duty and the time finally relieved from duty, other than scheduled release of programmed passenger runs to be indicated under details of service, such fact must be shown under "Remarks" giving the place at which the release is given, the time at an employee is released from duty for any pericd between the time of first going on duty and the time finally relieved from duty, other than scheduled release of prowhich the employee deadheaded will be shown. -Under "Remarks" shall be shown any irregularities of the hours of duty. If the conductor of the crew

4.—Wherever time is shown A. M. or P. M. shall be given.
5.—In reporting delays, the cause of each delay, the place at which it occurred, the time it began and the time ended shall be given. Delays due to different causes