

GUIDELINES FOR CSX TRANSPORTATION
MECHANICAL OFFICERS
TO SUPPORT OPERATION REDBLOCK

Operation RedBlock is a union-initiated, management-supported program designed to help keep the work place safe from workers impaired by the use of alcohol and drugs. Both union and management must have a clear understanding of how the program works in order to achieve the desired results for CSXT. To avoid any confusion or misunderstanding, the following procedural steps are recommended:

1. Operation RedBlock mark-off handled through a Mechanical Supervisor.
 - a. The supervisor will honor the mark-off without question.
 - b. Show the employee off as "SIC".
 - c. Notify the appropriate Operation RedBlock System Coordinator of the mark-off, who will notify the appropriate Operation RedBlock Team Captain.

***Note:** These notifications are critical to the success of Operation RedBlock, as they ensure The mark-off information gets to the proper persons.*
2. It is the responsibility of all employees to refuse to allow an impaired employee to work. When an employee represented by an Operation RedBlock sponsoring organization is observed by fellow employees to be impaired prior to assuming his/her job responsibilities, they will.
 - a. EMPLOYEE-Call the appropriate supervisor and report the employee off, giving the reason as a "RedBlock Procedure". If that reason is not given, the supervisor must ask if this is a "RedBlock Procedure".
 - b. SUPERVISOR- Notify the appropriate Operation RedBlock System Coordinator of the mark-off, who will notify the appropriate Operation RedBlock Team Captain.
 - c. The supervisor receiving the call will ask the following questions:
 1. "Is this an emergency situation?"
 2. "Was the employee injured?"
 3. "Does the individual need medical treatment?"
 4. "Have arrangements been made to get the individual home safely?"
3. It is the responsibility of all employees discovering a fellow employee using or possessing alcohol and/or drugs while on duty, to notify a Supervisor as soon as possible. The call should indicate that:
 - a. The employee can no longer fulfill his job responsibilities.
 - b. They are handling the situation through an Operation RedBlock Procedure.
 - c. Once off the property, the co-workers and supervisor must report the incident to a RedBlock Team Captain for confrontation by a RedBlock team.

As in paragraph 2, section c, the supervisor receiving the call must inquire if this is a "RedBlock procedure", and ask questions 1 through 4.

4. If while handling a "RedBlock procedure", employees encounter an uncooperative co-worker and are unable to handle the situation on their own, they can enlist the help of management through the Co-Worker By-pass Agreement. Under the Agreement, the employees will call the appropriate supervisor and state that they have a "RedBlock procedure" and need assistance in handling it.

The supervisor will:

 - a. Go out to the employee making the call and assist in helping to remove the problem employee from service.
 - b. Inform the employee that he/she has five days in which to contact the Employee Assistance Program Counselor or he/she will be charged with a "Rule G" violation.

- c. Secure/provide transportation of the employee to their home.
- d. Notify the Employee Assistance Program Counselor of the incident and the name of the Employee(s) in question.
- e. Notify the Operation RedBlock Team Captain of the incident.

The provision under the Co-worker By-pass Agreement is allowed only once in the lifetime of the employee.

5. Under no circumstance will an impaired employee be allowed to secure his/her own transportation home. If the involved RedBlock team members are unable to secure transportation for the impaired Co-worker, the company will provide this service. As in paragraphs 2 & 4, employees requesting the Railroad to provide transportation should call the appropriate supervisor and state that they have a "RedBlock procedure" and need to furnish the co-worker safe transportation home. If this reason is not Given, the supervisor must ask the caller if this is a "RedBlock procedure." **IMPAIRED WORKERS WILL NOT BE ALLOWED TO DEADHEAD HOME ON TRAINS.**
6. Impaired workers marked off must be confronted by RedBlock team members as soon as possible after The reported incident. If an employee refuses to meet with RedBlock prevention team members, the Local Chairman and/or General Chairman must be contacted by the team for assistance.
7. If a railroad officer discovers an employee using or possessing drugs or alcohol while on duty or subject To call, that employee will be charged with a violation of the appropriate Operating Rule. However, Should an employee bring a possible Operating "Rule G" incident to the attention of a Railroad officer, that officer must be guided by paragraphs 2 and 3 above.

For Operation RedBlock to be effective, there must exist, a level of trust between the Railroad and the Organizations involved. Underlying this trust is the belief that all railroaders are equally concerned about impaired co-workers. Support and understanding of Operation RedBlock by officers will motivate Operation RedBlock members to follow the procedures and get the impaired co-worker(s) off the property, confront them, and see that those needing help are directed to the Railroad's Employee Assistance Program.