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PHILADELPHIA,
WILMINGTON AND
BALTIMORE RAILROAD
CO.

RULES AND
REGULATIONS

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1854





Office General Superintendent,
Philadelphia, Wilm. and Balt. R. R.

THE following Rules and Regulations will go into effect on and after the first day of next September, when a strict observance of them will be required of all the Agents and Employees.

S. L. SPAFFORD,
GENERAL SUPERINTENDENT.

AUGUST, 1854.

Philadelphia, Wilmington and Baltimore
"railroad company"

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RULES AND REGULATIONS

FOR THE

MANAGEMENT

OF THE

Philadelphia, Wilmington and Baltimore,

AND THE

NEW CASTLE AND FRENCHTOWN

RAILROADS.

PHILADELPHIA:

From the Press of James H. Bryson.

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1854

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PART FIRST.

RULES AND REGULATIONS

FOR THE MANAGEMENT OF THE

Philadelphia, Wilmington and Baltimore Railroad.

SECTION FIRST.

Treasury Department.

I. ALL bills and accounts must be approved by the General Superintendent, and the items of expenditures embraced in such bills or accounts must be endorsed thereon. They must Analysis and approval of bills and accounts. thereupon be presented to the President, for his approval, and no bills will be paid, or accounts settled, which are not thus analysed and approved.

II. In payment of bills and settlement of accounts along the line of the road, the Treasurer will transmit the several Payment of bills and settlement of accounts along the line of the road. sums due on such bills or accounts, to the most convenient Station Agent, who must forthwith pay over the same to the rightful person, and forward to the Treasurer the bills or accounts properly receipted.

III. All pay-rolls received from the General Superintendent, with his approval, will be paid at a stated time in each Pay-Rolls. month by the Pay-Master of the Company, with funds furnished by the Treasurer for that purpose.

IV. All bills, accounts, and pay-rolls, when properly analysed ^{Bills, accounts, and pay-rolls,} and approved in the manner hereinbefore specified, will be paid by the Treasurer or other officer duly appointed for that purpose.

V. The Treasurer will honor drafts drawn by the General Superintendent on contracts for work or labor done, or materials furnished for the use of the Company, in anticipation ^{Drafts drawn on the Treasurer.} of final settlement, whenever such payments may be deemed advisable. In such case the amount of work or labor done, and the quantity, quality and use of the materials furnished, and the name of the person by whose order they were procured must be known to the General Superintendent.

VI. All receipts by the Station Agents must be forwarded to ^{Receipts by Station Agents.} the Treasurer without delay, or at such times, and in such manner as may be designated by that officer.

VII. Accounts will be kept by the Treasurer in such a manner as to show the amount of business transacted at each station, which ^{Accounts kept by the Treasurer.} accounts will be compared with the daily and weekly abstracts of the several Station Agents, and also with their monthly accounts.

VIII. Each Station Agent will be charged with the whole amount of tickets furnished him by the Ticket Clerk, and with the ^{Charge of Tickets and Freight.} entire amount of freight manifested payable at his station. He will also be required to pay over his receipts to the Treasurer daily, or at such other times as the Treasurer may direct. The balance due upon the monthly settlement must invariably be paid in full on or before the fourth day of the ensuing month.

IX. Agents may be allowed for the amount of freights uncollected by them, provided such Agents were duly authorised by the General Superintendent to deliver the goods; Allowance to Station Agents for uncollected Freights. and provided further that a memorandum of the same be duly entered on the list forwarded by such Agents to the Treasurer with their monthly account.

X. An account of all expenditures will be kept by the Treasurer, in which the daily disbursements will be entered under Disbursements. the proper division of each bill, account or pay-roll, as analysed by the General Superintendent.

S E C T I O N S E C O N D .

Freight Department.

I. The Master of Transportation shall have charge of the ^{Master of} ~~Transportation.~~ freighting business, and all Station Agents will be subject to his control in matters connected with his department.

II. All articles of freight delivered at any station, designed for transportation over the road, must be carefully examined, and ^{Examination} ~~of Merchandise.~~ placed in the warehouse or cars. If found to be in a bad condition, the party forwarding the same must be immediately informed of its condition, and the particulars noted upon the manifest accompanying such merchandise.

III. No goods or merchandise of any kind, whether subject to charge or entitled to be forwarded free, shall be permitted to leave ^{Freight to be} ~~manifested.~~ any station unaccompanied by a manifest, specifying the full particulars and bearing the signature of the Agent. An exact copy of each manifest must be entered on the manifest-book, both by the forwarding and the receiving Agent, and the original sent to the Master of Transportation, if, upon examination, it be found correct.

IV. All empty cars forwarded from any station must be ^{Manifest of} ~~Empty Cars.~~ entered on the manifest, stating by whose order, and for what purpose they are forwarded.

V. Each Agent must enter upon the manifest the actual weight in pounds of every article forwarded, except such as are represented by special weight; such articles must be entered at the weight specified on the merchandise-tariff, and all particulars required by the manifest must be stated in detail. In all cases the published rates of transportation must govern, and no deviation will be allowed, except by direction of the General Superintendent, or Master of Transportation.

VI. All goods and merchandise received and made payable at any station, and all articles of freight forwarded from and made payable at such station, will be charged to the Station Agent, who will be held rigidly accountable for the same.

VII. Whenever manifests arrive at any station accompanied by goods or merchandise, the Station Agent receiving the same must carefully compare each manifest with the articles received, and note upon the manifest any discrepancy or damage. In such case he must give immediate information of all the particulars therewith connected to the Agent forwarding the same. If, upon comparison, the manifest is found correct, the Agent must endorse the same, and copy it into his manifest-book with full particulars. All the original manifests, after correction, must be forwarded to the Master of Transportation, without delay.

VIII. Whenever goods or merchandise are received at any station, transported from a station or point on the line of the road where the Company have no Agent, the Agent receiving the same must manifest such goods or merchandise, enter the particulars upon his manifest-book, and forward the manifest to the Transportation Office:

Particulars
to be entered on
the Manifest.

Responsibility
of station agents
on account of
Freight.

Duties of Sta-
tion Agents re-
ceiving Mani-
fests.

Manifest of
Freight received
at stations where
there are no
Agents.

IX. Goods or merchandise going from any station, to a station or point upon the line of the road where there is no established Goods or merchandise transported to stations where there are no Agents. Agent, must be manifested in the usual way, and a copy of the manifest sent to the Transportation Office. In such cases the freight and other charges must be pre-paid.

X. In case goods or merchandise arrive at any station without being manifested, the Agent receiving the same must immediately Unmanifested Freight. send a list of such unmanifested articles to the Agent forwarding them, and a duplicate copy thereof to the Master of Transportation.

XI. Each Agent must make his reports in the form prescribed : First, a weekly report of the amounts chargeable to him, embracing Station Agents must report to the Master of Transportation. the sum-total of the week, which report must be sent to the Master of Transportation, on the first day of the following week. Second, a monthly report, showing the entire freight business for the preceding month. When the month ends during the week, two reports must be rendered, one for the days closing the month, and one for the days of the new month, occurring in such week. The monthly report must be sent to the Master of Transportation on the first day of the month following, and must contain an accurate abstract of the Agent's account with the Company, accompanied by a list of unsettled freight-bills due at the close of the month's business, and a list of the discounts allowed, with all the particulars specified. A monthly report of the tonnage of the freight forwarded and received, expressed in pounds, must be sent by each agent to the Master of Transportation at the end of the month. All reports must be correctly filled out, and bear the signature of the agent, or they will not be received.

XII. No discount upon freight-bills will be allowed without permission from the General Superintendent or Master of Transportation. Discount upon freight-bills.

XIII. Each Station Agent will be required to attend personally to the settlement of his freight accounts, at the Transportation Office, on such days as may be designated by the Master of Transportation. Settlement of Freight Accounts.

XIV. All papers and reports relative to the Transportation Department must be correctly prepared; and any information as to the manner of making such reports must be obtained at the Transportation Office. No excuse will be received for any delinquency in these particulars. Papers and Reports incident to the Transportation department.

XV. Promptness and dispatch will be required of every Agent in the preparation and return of his reports. All delinquencies in these respects must be reported to the General Superintendent. Promptness and dispatch required of Agents.

XVI. It shall be the duty of the Master of Transportation to see that all the rules and regulations for the government of his department are rigidly enforced. He will be expected to consult the interests of the community, and to assist in developing the resources of the country through which the road passes, by furnishing every practicable accommodation for the transportation of goods and merchandise. He must acquaint himself with the nature and character of the Through and Local business and their requirements, and give immediate information to the President and General Superintendent of any want of adequate facilities for the transaction of the business in his department. He will be expected to encourage, by every means at his control, all

improvements on the line of the road, and to offer every needful facility for the transaction of all kinds of business that may be done by the Road.

XVII. The Master of Transportation shall render to the General Superintendent both a weekly and monthly report of the receipts ^{Reports of the Master of Transportation.} in his department. In case the month ends during the week, he must make two reports for such week; the one embracing the earnings for the days not previously reported, the other exhibiting the total receipts in his department for the entire month.

XVIII. The Master of Transportation will be required to ^{Carelessness or delinquency on the part of Agents and Employés to be reported to the General Superintendent.} report to the General Superintendent all Agents and Employés in his department, who may be careless or delinquent in any respect, in the discharge of their respective duties.

XIX. He must also investigate every case of loss or damage ^{Loss or damage of goods or merchandise.} of goods or merchandise, and report forthwith to the General Superintendent all the circumstances therewith connected.

XX. The Master of Transportation will be held responsible ^{Responsibility of the Master of Transportation.} for the prompt collection of freight and returns of the same to the proper officer by the different Agents under his control.

S E C T I O N T H I R D .

Station Agents.

I. Station Agents will be required to render to the Treasurer a weekly abstract, made up to Saturday night inclusive, showing the particulars and gross amount of their receipts, from whatever source derived, and forward to the Treasurer, Weekly abstracts to be furnished by Station Agents. on the first day of each month, the total amount of their collections for the preceding month. A duplicate copy of such abstract must be sent, at the same time, to the General Superintendent.

II. They must, in like manner, render a monthly account on or before the third day of each month, and transmit to the Treasurer the cash balance due. They must, at the Monthly Accounts of Station Agents. same time, forward to the Master of Transportation a list of unsettled freight bills payable at their respective stations.

III. A daily account of ticket sales, and of all moneys received from the same, must be sent by each Station Agent to the Ticket Clerk. All moneys received from the sale of Tickets Ticket Sales. must be sent to the Treasurer daily, or deposited to his credit, in some bank which that officer may designate, and the certificate of such deposit must be immediately forwarded to the Treasurer. A weekly account of Tickets, showing the amount of sales for the pre-

ceding week, and the number of each kind of Tickets remaining unsold in the possession of the Agent, must be sent to the Ticket Clerk, on the first day of each week, and a monthly account of ticket sales, containing similar information for the preceding month, must be rendered on or before the third day of each month.

IV. Each Agent will be furnished with a Counterfeit Detector, Counterfeit Money. and no allowance will hereafter be made for counterfeit money, or uncurrent notes, which are indicated by the same.

V. Station Agents will not be allowed to make disbursements Disbursements made by Station Agents. out of their receipts unless by special order given in writing by the Treasurer or General Superintendent.

VI. Station Agents will not be allowed to make purchases of any Purchases by Station Agents. article whatever, or incur bills on account of the Company, without the written order of the General Superintendent.

VII. The delivery of all articles, purchased by order of the Superintendent, must be accompanied by a bill of particulars, Duties of Agents receiving articles purchased for the use of the Company. showing the articles purchased, the cost of each article, and the time and place of such purchase. Every bill must be transmitted, without delay, to the General Superintendent by the Agent receiving the same, together with his certificate of its correctness endorsed thereon.

VIII. All bills contracted on account of the Company must be sent to the office of the General Superintendent on or before the Bills must be sent to the Superintendent's office on or before the third day of each month. third day of each month. The payment of bills not presented at the Superintendent's office on or before the fifth day of each month will be postponed to the ensuing month.

IX. All Agents on receiving freight must give a receipt for the same, stating the condition in which such freight was received. All Agents delivering freight must require a receipt for the same, stating its condition at the time of delivery.

X. It shall be the duty of the Agents to forward to the Paymaster, punctually, on the last day of each month, a Time Roll, exhibiting the gross amount of wages due the different persons employed at their respective stations, together with the rate of pay to which each Employé is entitled, the nature of his occupation, and the number of days spent by such Employé in the service of the Company during the month.

XI. No Agent or other person, in the regular employ of the Company, will be permitted to leave his station, or absent himself from his work, except on the necessary business of the Company, without previously obtaining the written consent of the General Superintendent.

Absence of Agents and Employés from their respective duties not permitted without the consent of the General Superintendent.

XII. Whenever a mail-train meets with a detention whereby the regular connection is missed, the Local Agent at Philadelphia or Baltimore, as the case may be, is required to address an immediate communication to the Contract Office of the Post Office Department explaining the cause of such detention. A copy of such communication must be forwarded to the General Superintendent.

Detention of Mail Trains.

XIII. It shall be the duty of the Agents at all stations where wood and water, or either, are taken for the use of the engines, to have the same in readiness, so that they may be taken with the least possible delay.

Duties of Agents at Wood and Water stations.

XIV. A monthly collection of all sums, due from tenants of houses and lands belonging to the Company, must be

Monthly Collections of Rent.

made by the Agents duly appointed for that purpose, according to lists prepared and furnished by the General Superintendent.

XV. It shall be the duty of Way Agents, on the arrival of Passenger Trains, to attend to the careful delivery in the baggage-car, of all baggage belonging to passengers taking the train at their respective stations, in order that such baggage may be safely transported to its place of destination.

Way Agent to attend to the delivery of baggage in the baggage car.

XVI. Station Agents will be held strictly responsible for the safe condition of the switches at or near their respective stations. All switches must be kept in their proper position, leading on to the main track, except when necessary to switch a train, engine or cars, on or off the Turnout.

Station Agents responsible for the safe condition of switches at their respective stations.

XVII. Each Station Agent must make a daily inspection of all rooms and other places connected with his station, and see that the same are kept neat and clean. He must prevent all abuse of the Company's property committed to his charge, and will be held answerable for any injury happening to the same through his carelessness or neglect.

Station Agents must protect the Company's property.

SECTION FOURTH.

Management of the Company's Work Shops.

I. No purchase of materials to be used in any shop must be made by the Master thereof, or by any person under ^{Purchase of} _{Materials.} his charge, without the written order of the General Superintendent.

II. The delivery of all articles, purchased for the use of the Company by order of the General Superintendent must be accompanied by a bill of cost and particulars, showing the date and place of purchase. The Master of each Shop must carefully ^{Delivery} _{of articles pur-} examine all bills for materials delivered, and if found _{chased.} correct, a copy of such bill must be entered on the Stock Book to be kept at the shop for that purpose. The original bill, approved by the Master of the Shop, must be forwarded to the General Superintendent without delay. In case materials are delivered at a Shop, unaccompanied by a bill for the same, the Master of the Shop must give immediate notice of such fact to the General Superintendent and take an accurate account of the materials delivered, before using any portion thereof.

III. An exact description of all materials used in each shop, and the particular purpose for which each article was ^{A description of} _{materials must} required, must be entered on the Stock Book. All ma- _{be entered on the} _{stock book.} terials sent from one Shop to another must be accompanied by a bill of the same.

IV. Under the head of "Oil" must be charged all bills for oil, tallow, grease, suet, and fluid, together with all the expenses incident to the same. Under the head of "Waste" must be charged all bills for waste, packing, and other materials used in cleaning cars and engines, and the expense attending the same. Under the head of "Shops, Tools and Machinery," must be charged all bills relative to the same.

V. All materials purchased for the use of the Company must be charged to "Stock, Materials, &c." when received, and charged off to the proper account, as they are used.

VI. At the end of each quarter a general statement must be forwarded by the Master of each Shop to the General Superintendent, embracing—First, a list of the persons from whom purchases shall have been made during the preceding quarter, together with a statement of the quantity, quality, and use of the articles purchased:—Second, an analysis of all articles received at the Shop, showing the purpose for which they were used, and the amount thereof:—Third, a statement of "Oil" used:—Fourth, a statement of "Waste" used:—Fifth, an inventory of new materials on hand, stating the cost and quantity of the same:—Sixth, an inventory of old materials on hand, stating the quantity and value thereof:—Seventh, a statement of "Oil" on hand, together with the cost and quantity thereof:—Eighth, a statement of the "Waste" on hand, together with the cost and quantity of the same.

VII. At each Machine Shop an account must be kept of the time of each workman employed, his rate of pay and the quantity of materials used on each engine and tender built or repaired at such shop.

VIII. At each Car Shop an account must be kept of the time of each workman, and his occupation, the quantity of Account to be kept at car shop materials used, and for what purpose. A separate account must be kept of Passenger and Burden Cars.

IX. On the first day of every month the foreman of each shop must forward to the General Superintendent's office an account of the time and rate of pay of each workman under his Monthly report to be made by the foreman of each shop to the General Superintendent. charge, the work upon which such workman was employed, and the quantity and value of materials used during the month, and the purposes to which they were appropriated.

X. The Master Machinist must keep a particular record of the work performed by each engine in service, in his Duties of the Superintendent of Machine Shops. department, showing the number of miles run with Passenger, Freight and Gravel Trains, respectively; he must also keep an account of the oil and waste consumed by each engine, the amount of money and labor expended on the same, together with the oil, tallow, grease and waste used on each train, and the number of miles run by the train.

XI. The Master Machinist must furnish each Engine Driver with a suitable book, in which to enter an account of his daily employment stating the particular train to which he is attached, Engine Drivers to be furnished with memorandum books. the number of miles run, and the quantity of fuel taken for the use of his engine from the different stations along the line. At the end of each month, such book must be sent to the General Superintendent for examination and record, and an abstract from the same will be prepared under his direction, to be filed in the office of the President.

XII. All materials at any shop or station, unsuitable for use, shall be sold for cash, under the order of the General Superintendent, whenever he may deem it advisable, and the proceeds of such sales accompanied by a memorandum of the different materials sold, and the price received for each article, must be transmitted to the Treasurer without delay. Such account shall be credited with the proceeds.

XIII. No person in the employ of the Company shall be allowed to work on jobs for private individuals; and no materials belonging to the Company shall be used on any private jobs or for any other purposes than those for which they were purchased, excepting by the joint consent of the President and General Superintendent given in writing.

Sales of materials unsuitable for the Company's use.

The Company's workmen not allowed to labor on work for private individuals

The use of the Company's materials for other than the Company's purposes forbidden.

S E C T I O N F I F T H .

Wood Agent's Department.

I. The Wood Agent shall purchase, take charge of and distribute at the several stations, in accordance with the orders of the General Superintendent, all the wood which may be Duties of the Wood Agent. needed for the operations of the Road. It shall also be his duty to see that fuel is at all times prepared and in readiness for the use of the engines employed on the road.

II. Agents at Wood Stations will be required to keep an account of all the wood received by them; and also an account of its daily use, stating the engine and train to which it is Account of receipt and use of Wood to be kept by Agents at Wood Stations. delivered and the station to which it is sent, or whatever other disposition may have been made of the same; such account must be forwarded to the General Superintendent, at the end of each month, for examination and comparison.

III. Agents at stations where wood is first delivered will receive orders from the General Superintendent or the Use, and disposal of Wood. Wood Agent, from time to time, as to the use and disposal of the same.

IV. When a vessel shall have discharged its cargo, the wood must be measured by an Inspector duly authorised for that purpose,

whose certificate of measurement must be attached to the bill of ^{Wood delivered} cost, together with the Order of the Wood Agent who _{in vessels.} purchased the wood. The correctness of such certificate must be attested by the signature of the Wood Agent.

V. The Treasurer is authorised, upon the order or draft of the ^{Payment of} General Superintendent approved by the President, to _{Wood Bills to be} appropriate funds in advance for the payment of Wood _{made in advance} Bills at stations where wood is brought in vessels. _{in certain cases.}

SECTION SIXTH.

Department of Trains.

I. It shall be the duty of the Supervisor of Cars and Trains to see that the Trains make the regular time prescribed by the Time Table, and that the Train Hands are at their respective posts when duty requires. Duties of Supervisor of Cars and Trains.

II. He must also attend to the proper distribution of Passenger Cars at the different points along the line of the Road, where they may be required, and see that the same are kept neat and clean, and in good condition for service. In case they require repairs, he must give information to that effect to the General Superintendent. Distribution and Repairs of Passenger Cars.

III. He will be required to assist the Master of Transportation in distributing Freight Cars at those points along the line of the road, where they may be needed, and to attend to the distribution of wood, at the proper stations, for the use of the Engines. Distribution of Freight Cars and Wood.

IV. He will be held responsible for the good order and condition of Stations and Station Grounds, and must never allow cars to stand in any place whereby the passing of trains may be endangered. Stations and Station Grounds

V. He must forthwith report to the General Superintendent all defects in Engines, Cars, Stations, Bridges, or Fixtures, and any neglect of duty on the part of the Operatives.

All defects in the road or machinery must be reported to the General Superintendent.

VI. Every Passenger Car, at the end of each trip must be inspected by the person appointed for that purpose, at the station where it remains to be cleaned, warmed, or repaired. Agents and Conductors are required to report to the General Superintendent, any neglect on the part of the Car Inspector to keep the Cars in proper order and condition.

Duties of Car Inspectors.

VII. Passenger Trains must in all cases be provided with an Alarm Cord passing through the Train, and attached to the bell of the Engine. Conductors and Engine Drivers will be held responsible for the execution of this order.

Alarm Cord.

VII. Conductors must be at their posts at least thirty minutes previous to the time of departure, and see that everything connected with their Train is in proper order. They must give the signal for starting and stopping the Train, and report to the General Superintendent, in writing, all detentions of the Trains under their control, and the cause thereof. In case of accident, they must forward to the General Superintendent, a detailed account of such accident, and all the circumstances therewith connected.

Duties of Conductor.

IX. Conductors must report to the office of the General Superintendent all free passengers, the distance each one rides, and by whose orders they are passed. They must carefully examine and collect all Tickets and Passes, and not allow any person to ride over the road without a Ticket, or Pass signed by the President, Superintendent, Treasurer, a Director, or by the

Free Passengers

Local Agent at Baltimore or Philadelphia. All passes must be sent to the General Superintendent's office for registration. Conductors must also note, on each Way Bill, the number of passengers paying fares in the cars, and the distance each one rides.

X. All Tickets collected by the Conductors must be forthwith sent to the General Superintendent's office, where they will be compared with the accounts of sale kept by the Ticket Clerk.

Tickets to be sent to the General Superintendent's office.

XI. Conductors will have charge of the Engine Drivers, Brakemen and Baggage Masters, connected with their respective Trains.

Train Hands to be under the control of the Conductor.

XII. The Conductor and Train Hands must use all possible means to prevent passengers from endangering their safety, by imprudent exposure or carelessness, such as standing on the platforms of the cars, or putting their heads or arms out of the windows. The Conductor must, if possible, restrain all disorderly persons while in the cars. If by the use of mild measures he is unable to accomplish this object, he is fully authorised and empowered to resort to all reasonable means to ensure the safety and comfort of the Passengers committed to his charge.

Safety of Passengers.

XIII. On stopping the Train at any station the Conductor must distinctly announce, or cause to be announced in each car, so as to be heard throughout the car, the name of such station. Sufficient time must in all cases be allowed for passengers to leave or enter the train in safety, prudent dispatch being taken to avoid delay.

Name of stopping place to be announced in the car.

XIV. In cases of difficulty or danger, the Conductor must consult and advise with the Engine Driver.

Cases of difficulty or danger.

XV. The Conductor must attend to the prompt and careful delivery of all Letters, Manifests, and other documents connected with the Company's business, entrusted to his care.

Delivery of Letters, Manifests and other documents.

XVI. Each Conductor and Engine Driver must possess a good, accurate, and reliable Time Keeper, which must be regulated daily by the clock in the Ticket Office, at the Philadelphia Station.

Time Keeper.

XVII. Each Conductor and Engine Driver must, when on duty, be furnished with a Time Table. Special instructions on the Time Table will remain in force only while such Time Table continues in use.

Time Table.

XVIII. Conductors and other Train Hands must never attempt to influence passengers in favor of or against particular Hotels or other public establishments. If consulted on the subject they must endeavor to act impartially.

Attempts to influence passengers in favor of, or against, particular Hotels forbidden.

XIX. The Conductor must not permit the sale of Books, Papers, or Refreshments, in the Cars by any person not duly authorized by the General Superintendent.

Unauthorised sale of Books, Papers, or Refreshments in the Cars prohibited.

XX. In case a Train is behind time and liable to be overtaken by a following Train or met by an approaching one, special care must be taken by the Conductor and Engine Driver to guard against danger.

Avoidance of Collisions.

XXI. Conductors, Baggage Masters, and Brakemen, while on duty, must invariably wear their appropriate badges.

Badges.

XXII. On the arrival of a Train at its Terminus, the Conductor, Engine Driver, Baggage Master, and Brakemen, must report themselves to the Agent for instructions before leaving the Station. Train Hands must report to the Station Agent.

XXIII. In case a Conductor is disabled the Engine Driver will be held responsible for the safety of the Train until some other person is appointed to take charge of the same. Disability of a Conductor.

XXIV. Engine Drivers must be on their Engines at least thirty minutes before the time for starting the train, and see that they are in good running order. They must start promptly at the signal given by the Conductor, taking care not to separate their Train. Duties of Engine Drivers.

XXV. They will be held responsible for making time between Stations, and must keep a constant look-out on the Track, and pay careful attention to their Trains. They must scrupulously observe all Signals of Caution and Danger, and keep a particular look-out at Switches, first ascertaining that each Switch is in its proper place before crossing the same. They must never enter upon any Draw Bridge without knowing that everything connected with the Bridge is in a perfectly safe condition. Engine Drivers must make time Observance of Signals, and attention to Switches. Draw Bridge.

XXVI. In passing over Bush and Gunpowder Bridges, the rate of speed must in no case exceed sixteen miles per hour. In running during or after a storm every precaution must be taken to guard against the possibility of danger. In case of accident, the Engine Driver must keep Bush and Gunpowder Bridges. Running during or after a storm. Accidents.

an exact account of all the facts relative to the same, so as to be able to testify to them before a judicial tribunal.

XXVII. Engine Drivers must approach Stations, where they are required to stop, at such a rate of speed as will render it unnecessary to reverse the Engine, or slide the wheels to stop the Train. They must be careful to bear in mind the fact that the lives of the Passengers are entrusted to their care, and that any neglect of duty, or carelessness on their part may be productive of the most serious consequences, and will render them liable to a summary dismissal from the Company's service.

Approach to Stopping Places.

Necessity of care on the part of Engine Drivers.

XXVIII. The Engine Driver must see that his Engine is at all times provided with a pair of Jack Screws, Red and White Lanterns and Flags, and such duplicate portions of Machinery as may be needed to remedy such slight derangements as may happen to his Engine.

Engine Drivers must furnish their Engines with certain tools for emergencies.

XXIX. The greatest care must at all times be taken to avoid the scattering of sparks, cinders, or fire, in any shape, from the Engine Chimneys. Spark Arresters and Ash Pans must be thoroughly examined, at the beginning and end of each trip, and if found defective or dangerous, they must be immediately repaired, and put in a safe condition.

Scattering of Sparks, Cinders, or fire to be avoided.

XXX. On arriving at the end of his route, the Engine Driver must carefully inspect his Engine, and report its condition to the Master Machinist. He will be required to make such repairs or render such assistance as may be necessary.

Inspection of Engines.

XXXI. A careful account must be kept by each Engine Driver of the Oil and Waste consumed on each trip by his Engine, the cost of repairs on the same, all accidents happening to his train, the number of miles run, and the time made by his Engine.

Accounts to be kept by Engine Drivers.

XXXII. Engine Drivers will not be permitted to leave their Engines while attached to Trains or standing on the Main Track.

Engine Drivers must not leave their Engines.

XXXIII. On approaching Bridges, steam must be shut off before the Engine reaches the Bridge, and so continue until the rear Car has passed over the same, provided the speed of the Train be sufficient for that purpose.

Crossing bridges

XXXIV. No person, except the Supervisor of Cars and Trains, the Master of Transportation, the Road Master, the Master Machinists, the Supervisor of Bridges, Supervisors of Track, on their respective Sections, Bridge Tenders, and the Conductor of the Train, will be allowed to ride on the Engine or Tender without permission from the President, General Superintendent, or a Master Machinist. Engine Drivers will be held responsible for the strict enforcement of this rule.

What persons may ride on the Engine.

XXXV. Upon approaching a Draw Bridge, if a RED TARGET is shown by day, or a Red Light at night, at the signal Mast Head, or at any point on or near the Bridge, or if there is no Light or Target seen at all, the Engine Driver must stop his Train, and ascertain the cause before proceeding. In no case must a Train proceed across a Draw Bridge, unless a WHITE TARGET by day, or a White Light by night, be seen at the signal Mast Head, and a corresponding one at the end of the Bridge nearest the approaching Train.

Regulation to be observed on approaching Draw Bridges.

XXXVI. On approaching the Susquehanna River at night, ^{Regulation to be observed on approaching the Susquehanna River.} when the track is wet or frosty, the Train must come to a full stop before the Engine is uncoupled, and the Cars must be pushed on the Boat by the Engine. In no case must the speed of the Train be so great that the Boat Hands cannot get upon the Cars with safety, at least fifty rods before the Train reaches the Station. The Boat Hands will be under the direction ^{Duties of the Captain of the Ferry Boat.} of the Captain of the Ferry Boat, who will take charge of the Train and be held responsible for the same, from the time the Cars are ready to come on board of the Boat, until they are discharged on the opposite side of the River.

XXXVII. On approaching a Railroad Crossing, the Train must advance at a moderate speed, and the Engine Driver must see that ^{Approaching Railroad Crossings.} the way is clear. In case of the slightest doubt as to the safety of proceeding, the Engine Driver must invariably stop his Train until all danger is removed.

XXXVIII. The Engine bell must be rung, or the whistle sounded at a distance of eighty rods, at least, from any Road Crossing, unless ^{Precaution to be observed at Road Crossings.} there be a municipal regulation to the contrary. This precaution must be continued until such Crossing shall have been passed by the Train. In case of accident, whereby a Car obstructs the Track, Brakemen or other Train Hands must be immediately dispatched in the direction of approaching ^{Cases of Accident.} Trains, with a Red Flag by day, or a Red Lantern at night, to give warning of the danger and stop such Trains. The messengers must proceed sufficiently far so as to prevent all danger of collision.

XXXIX. In any case where there is the slightest doubt as to the right of the road, or the safety of proceeding, the *safe* course ^{Cases of doubt.} must invariably be adopted, and signals exhibited in

each direction, at a sufficient distance, so as to guard against even the *possibility* of danger from approaching Trains.

XL. In running within the city limits of Philadelphia, Wilmington, or Baltimore, extreme care must be taken by the Engine Driver to comply with the existing ordinances of such city, re-^{Observance of City ordinances.} stricting the speed of Locomotive Engines and Cars within its boundaries. Any Engine Driver who shall violate this rule will be held responsible for all damage the Company may suffer from his carelessness.

XLI. One sound of the Whistle is the signal to let go the Brakes ; two sounds to stop the Train ; three sounds to back the Train ; four sounds for a Switchman ; and five sounds to wood up. ^{Signals by the Whistle.} A Train following a Passenger or other Train must proceed with extreme caution, keeping at least one mile in the rear of the forward Train.

XLII. Whenever it is necessary, from any cause, to stop a Train on the Road, such stoppage must take place where the view of the track is clear and uninterrupted, and signals ^{Stoppage of Trains.} must be exhibited in such a position as to guard against the possibility of collision with approaching Trains.

XLIII. In case it becomes necessary to back a Train to a Station, a man must be sent in advance of the rear car ^{Backing Trains.} of the Train to give warning to approaching Trains, and every precaution must be adopted to ensure safety.

XLIV. Firemen, while on duty, will be under the direction of the Engine Driver. At the end of each trip they must ^{Duties of Firemen.} see that their Engines are properly wiped off and cleaned. Neglect

to remove dirt or rust from their Engines will be deemed a sufficient cause for dismissal from the Company's service.

XLV. All Brakemen—one of whom must always be stationed on the rear car of the Train—must invariably keep their places at Duties of Brakemen. the Brakes, ready for service, while the Train is in motion. They must promptly apply and let go their Brakes according to the signal given by the Engine Driver. Care must be taken not to slide the wheels, except in cases of imminent danger.

XLVI. At all Stations where the Train stops, and where there is no Car Inspector it shall be the duty of the Brakemen to Duties of Brakemen at stations where there is no Car Inspector examine carefully every part of the Train, and ascertain that all is right before proceeding. On arriving at the Terminus of the route, they will be required to assist in cleaning and putting in order the cars of their respective Trains. Neatness and care in this respect are absolutely indispensable.

XLVII. The Baggage Master of the Train must be at his post at least forty-five minutes previous to the time of departure. He must Baggage Masters of Trains. attend to the reception of Baggage, and see that it is properly checked and placed in the Baggage Car, so that it may be safely carried to its place of destination. At the Collecting and sorting Baggage Checks. end of each trip he must collect and sort the Baggage Checks, taking particular care that corresponding numbers are put together, so as to guard against any mistake which might arise from a discrepancy between the number on the check given to a passenger, and the number on the Check attached to his baggage. In case such a discrepancy should occur through the negligence or carelessness of the Baggage Master of the Train, he will be held pecuniarily responsible for any damage the Company may suffer thereby.

XLVIII. The Baggage Master of the Train will be held responsible for the Baggage from the time it is placed under his charge until it is delivered to the owner or other rightful person, or to the Local Baggage Master or Agent, as the case may be. Responsibility of the Baggage Master of the Train.

XLIX. The Baggage Master of the Train shall act as Brakeman upon approaching Stations, or when the signal is given to apply the Brakes. He must not allow any person to ride in the Baggage Car, except by special permission of the Conductor. In certain cases to act as Brakeman.

L. Local Baggage Masters or Agents, as the case may be, shall have charge of, and be held responsible for all Baggage, from the time it is received from the owner until it is delivered to the Baggage Master of the Train; and from the time it is received by them from the Baggage Master of the Train until it is delivered to the owner or other rightful person. Local Baggage Masters.

LI. In case a loss of baggage is alleged by any passenger a minute description of such baggage, together with the name of the person losing the same, the date of such loss, and the name of the Train from which such baggage was lost, must be immediately communicated to the Local Agent at Philadelphia or Baltimore. Upon receiving such information the Local Agent must make diligent inquiries for such baggage from the different Station Agents along the line of the road. If these efforts prove unsuccessful, the Local Agent must give information of the loss of such baggage to the Agents of the connecting roads, in order that proper measures may be taken to recover the same if lost on the line of their road. Full particulars respecting every claim for lost baggage must be sent, without delay, to the General Superintendent by the Local Agent at Philadelphia or Baltimore, as the case may be. Loss of Baggage.

LII. No person, not an officer of the Company, nor attached to the Train, will be permitted to ride upon any Freight Train, without Freight Trains. a special ticket for that purpose, or a written pass from an officer of the Company duly authorized to give the same.

LIII. Agents granting permission to any person to ride upon a Freight Train must stipulate with such person, as a Persons riding on Freight Trains must take all risk of injury on themselves. condition upon which such permission is granted, that he shall take upon himself all risk of injury or danger, and the attention of such passenger must be specially directed to the terms of the Freight Train Ticket.

LIV. The fare for each passenger on a Freight Train, for any distance under ten miles, will be ten cents more than is required Fare by Freight Trains. from first class passengers on Regular Passenger Trains; for all distances over ten miles an additional charge of one cent per mile will be made, unless a Passenger Car be attached to such Freight Train.

LV. The Rear Car of every Freight Train must be furnished with a Brake, and a Brakeman must be in attendance The Rear Car of a Freight Train must be furnished with a brake. upon such Brake while the Train is in motion.

LVI. The speed of Freight Trains must never exceed the rate Speed of Freight Trains. prescribed in the Time Table, unless, in case of unavoidable delay arising after such Train left the last Stopping Place, a higher rate of speed becomes necessary in order to keep fifteen minutes out of the way of approaching Passenger Trains, or unless a special order to the contrary be issued by the General Superintendent or Supervisor of Trains.

LVII. Freight Trains must keep at least fifteen minutes out of

the way of Passenger Trains, and Gravel Trains must keep at least fifteen minutes out of the way of all other Trains. Freight and Gravel Trains must keep out of the way of other Trains.

LVIII. Night Trains must in all cases carry a Red Light on the rear end of the last Car and a White Light in front of the Engine. Night Trains.

LIX. Freight, Gravel, and Wood Trains must in all cases take the Side Track at places where they will be met or passed by other Trains. Freight, Gravel, and Wood trains to take the side-track.

LX. When an Irregular Train or Engine is intended to follow another Train or Engine, information to this effect must be made as public as possible along the line of the road by written or other positive notice, given by the party under whose authority such Irregular Train or Engine is dispatched. Irregular Trains and Engines.

LXI. No extra Engine, with or without a Train, will be allowed to pass over any portion of the Track, without the written permission of the General Superintendent, or in his absence, of the Supervisor of Trains. Extra Engines.

LXII. Extra Engines and Trains must keep out of the way of Regular Trains, unless proper notice to the contrary be given by a Red Flag borne on the Engine of the preceding Train. Extra Engines must keep out of the way of regular Trains.

LXIII. No Train must, under any circumstances, leave a Station before its regular time of departure as specified in the Time Table. Departure of Trains.

LXIV. The Clock in the Ticket Office at the Philadelphia Station shall be taken as the standard of Time, by which the movements of Standard of Time. Trains and all operations on the Road must be regulated. Station Agents must compare their time, daily, with that of the Conductor of each Passenger Train from Philadelphia stopping at their respective Stations.

LXV. At all Wood Stations the Train Hands will be required, Duties of Train Hands at Wood Stations. after performing their respective duties at such Stations, to assist in taking on board fuel for the use of the Engine, so that unnecessary delay at such stopping places may be avoided.

LXVI. Conductors, Engine Drivers, Train Hands, and other Employés at Philadelphia or Baltimore to be subject to the Local Agent at such Station. Employés, at the Station in Philadelphia or Baltimore, will be under the direction of the Local Agent at such Station, and must promptly obey all orders given by such Agent in shifting Trains and attending to other duties about the Station.

LXVII. All messages involving the safety of a Train, the Track, Bridges, or anything appertaining to the Road, must be communi- Messages involving danger must be reduced to writing. cated in writing, and no reliance must be placed on any verbal order. In case a telegraphic message is sent, involving the safety of a Train or of anything connected with the Road, the same must be answered before it is acted upon.

SECTION SEVENTH.

Signals.

I. A Red Flag displayed on the Road by day, or a Red Lantern at night, or anything waved over the Track, with the apparent intention of stopping the Train, must be regarded as a Signal of Danger. Signal of Danger. In such case the Train must stop, and not proceed until the danger is removed, so that the Train may pass with perfect safety.

II. A White Flag displayed on the Road by day, or a White Lantern at night, is the signal that all is right. Signal of Safety.

III. All Trains or Engines running in the evening or night must display a Red Lantern in the rear as a signal to Trains or Engines following. A Red Lantern must be displayed on the rear of Trains or Engines at night.

IV. A Red Flag, borne on the front or top of an Engine by day, or a Red Lantern at night, is a signal that an Extra Train or Engine is following, which must be looked out for, and kept out of the way of, the same as a regular Train. Signal for keeping out of the way of an extra train or engine.

V. A White Flag, borne on the Engine by day, or a White Lantern at night, is a signal that a Train or Engine is following, which will look out for, and keep out of the way of, all Regular Trains. Signal that a train or engine will keep out of the way of regular trains.

VI. Engine Drivers carrying Signal Flags or Lanterns on their Engines must give notice, at all Stations where they stop, of the Duties of Engine Drivers in regard to Signals. Trains which are following. They must also, as far as possible, call the attention of the Supervisors, Track Repairers and Bridge Tenders to the Signals which they carry, and each Supervisor, Track Repairer, and Bridge Tender must take notice of each Engine as it passes, and ascertain the Signal it carries.

VII. At all Draw Bridges, a White Target, at the Signal Mast Head, together with a White Flag at the end of the Bridge nearest Signal of Safety at Draw Bridges the approaching Train, exhibited by day, and a White Light shown at the same places respectively, at night, constitute the Signal of Safety for crossing the Bridge.

VIII. In case the Signal of Safety for crossing a Draw Bridge Cases of doubt as to crossing Bridges. is not exhibited, the approaching Train must come to a full stop, and not proceed so long as there remains the slightest doubt as to the safety of crossing the Bridge.

IX. A Red Target at the Signal Mast Head exhibited by day Signal of Danger at Draw Bridges. or a Red Light shown at the same place at night, constitutes the Signal of Danger, and requires the immediate stoppage of the approaching Train.

SECTION EIGHTH.

Road Department.

I. It shall be the duty of the Road Master to have charge of the Track, Switches, Frogs, Turn-outs, Crossings, Culverts, Duties of the Road Master. Cattle Guards, Drains and Fences, and to keep the Road in a safe condition for running Trains.

II. The Supervisors of Track will be subject to the directions of the Road Master, who will be held responsible for the Supervisors of Track to be under the direction of the Road Master. faithful performance of their respective duties.

III. The Road Master must require each Supervisor of Track to pass over his section every morning before the passing Supervisors of Track must pass over their respective Sections every morning before the passage of Trains. of any Train, to ascertain the condition of the road. *Particular* attention must be paid to all Switches and Guard Rails.

IV. In all cases of delay or accident, the Road Master, or, in his absence, the nearest Supervisor, must, at the request of the Conductor of the Train, furnish all the assistance in his Delays and Accidents. power. At such times he must carefully avoid any interference with the duty of the Conductor, to whose charge is committed the safety of the Train.

V. The Road Master, employing an Engine for the purpose of cleaning or repairing the Track, will have control of the same, and be held responsible for the same.

The Road Master is responsible for Engines in his employ.

VI. During or after a storm, a careful examination must be made, by each Supervisor of Track, of all Bridges, Embankments, Deep Cuts, Culverts, and Masonry on his Section. If any obstruction to the safe passage of Trains be found on the Road Bed, Track, or Bridges, prompt and energetic measures must be immediately taken to remove such obstruction, and seasonable warning must be given to approaching Trains, by waving a Red Flag by day, or a Red Lantern at night, across the Track, at a distance of at least one half of a mile from the place of danger. A White Flag, waved across the Track by day or a White Lantern at night, will be the signal for such Trains to proceed.

Duties of Supervisors of Track.

VII. The Supervisors of Track must observe the Signals on the passing of each Train; they must attend to the condition of fences on their respective section, and see that all Land Owners, who are required to keep their fences in repair, do not neglect their duty. They must not permit any gates to remain open, or any bars to be left down, for a longer space than is absolutely necessary.

Observance of Signals, &c.

VIII. The Road Master, Supervisors of Track, and the men under their charge will be required to give their exclusive and undivided attention to their respective duties, taking every possible precaution to ensure the safety of the Trains, and protection of life and property.

The Road Master, Supervisors of Track, and their men must give their undivided attention to their duties on the Road.

IX. In all cases when repairs of the Road Bed or Track are in progress, so as to obstruct or endanger the passage of Trains, a Red Flag, by day, or a Red Lantern at night, must be exhib-

Repairs of Track

ited on the Track, in both directions, so as to be seen from an approaching Train at a distance of half a mile at least from the place of danger. When extraordinary repairs are required, immediate notice must be sent to the General Superintendent.

X. The Supervisor of Bridges shall have charge of all the Bridges along the line of the Road, and shall be responsible for the safe condition of the same. The Bridge Tenders and Repairers shall be subject to his control, and will be held Duties of the Supervisors of Bridges. accountable for the faithful discharge of their respective duties. Any negligence or carelessness on their part must be immediately reported to the General Superintendent. He will be required to see that all needful repairs of Bridges are promptly made and that the Signals are properly adjusted and kept in good order. In case extraordinary repairs are required, he must report the same to the General Superintendent for his instructions.

XI. It shall be the duty of each Bridge tender, immediately before and after the passage of any Train, and after a storm, to make a careful inspection of each and every Bridge com- Duties of Bridge Tenders. mitted to his charge, and see that the same is kept in a perfectly safe condition. All joint-pieces must be screwed up securely so as to prevent the possibility of lateral motion between them and the rail. Every precaution must be taken to guard against the danger of fire from the engine or other cause, and means must always be in readiness to extinguish it, in case a fire breaks out.

XII. Bridge Tenders will be held to the strictest accountability for the proper adjustment of all Draws and Signals Accountability of Bridge Tenders. entrusted to their keeping, the safe position of the rails in the line, and the seasonable display of correct and *unmistakeable* signals of safety or danger, as the case may require.

XIII. Switchmen will be held responsible for the proper position of the Switches under their charge. The Switch Rails must be kept Duties of Switchmen. locked in a line with the Main Track, except when it is necessary to shift Cars, Engines or Trains on or off the Turn-out. A Switchman must never leave his Switch, unless it is so placed that Trains may pass on the Main Track, and securely locked in that position.

XIV. Each Switchman must be at his post at least twenty Switchmen must be at their posts twenty minutes before any Regular Train is due. minutes before any Regular Train is due, to attend to the shifting of Cars and Engines without unnecessary delay.

Approved,

S. M. FELTON,

President Philadelphia, Wilmington and Baltimore Railroad Company.

PART SECOND.

RULES AND REGULATIONS

FOR THE MANAGEMENT OF THE

New Castle and Frenchtown Railroad.

I. The foregoing Rules and Regulations in force on the Philadelphia, Wilmington and Baltimore Railroad, shall govern the official conduct of the Agents and Employés of the New Castle and Frenchtown Railroad Company, except as hereinafter specified and provided.

Rules and Regulations in force on the Philadelphia, Wilmington and Baltimore Railroad shall govern unless otherwise provided.

II. There shall be a Chairman of the Committee on Accounts, and General Agent of the New Castle and Frenchtown Railroad Company.

Chairman of the Committee on Accounts and General Agent.

III. The Assistant Treasurer shall act as the General Accountant, and Receiving and Disbursing officer.

Duties of Assistant Treasurer.

IV. The Assistant Treasurer shall render monthly, to the Treasurer, a detailed account of all his receipts and disbursements, and the Treasurer shall enter the general results to the proper account in the books of the Company.

The Assistant Treasurer will render a monthly account to the Treasurer.

V. No expenditure shall be made, and no article purchased by any officer, on the Company's account, without the written order of the Chairman of the Committee on Accounts, or of the General Agent.

Expenditures and purchase of articles for the Company's use.

VI. Every Bill or Account for expenditures and purchases must be endorsed, with a certificate of its correctness, by the officer incurring the same. Such certificate must state the quantity and quality of each article purchased, and the particular purpose for which it was procured. Each Bill or Account, thus certified, shall be sent to the General Agent without delay. After receiving the approval of that officer, and of the Chairman of the Committee on Accounts, the same will be paid by the Assistant Treasurer.

Bills and Accounts.

VII. The Local Superintendent shall have charge of the Road and its Appurtenances.

Local Superintendent.

VIII. The management and operations of the Steamboats at New Castle and Frenchtown shall be subject to the instructions of the Local Superintendent communicated to the Captains on duty.

Management of the Steamboats.

IX. The Local Superintendent will make a monthly report to the Board of Directors of all the operations in his Department for the preceding month.

Monthly Report of the Local Superintendent.

X. A detailed account of the number of miles run by each Steamboat, and the quantity of fuel, oil, waste and packing used, including a statement of the repairs, shall be sent to the General Agent, monthly, by the Captain of the same.

Monthly Report must be made to the General Agent by the Captain of each Steamboat.

PART THIRD.

General Regulations.

I. Every Operative, in the employ of the Company, must devote himself exclusively to its service, and obey, cheerfully and promptly, all orders received from his Superiors in office. Obedience of Orders. Disobedience of orders on the part of any Employé will subject the offender to immediate dismissal from the Company's service.

II. All persons in the employ of the Company are required to conduct themselves with civility towards those with whom their official duties may bring them in contact. Any infraction Conduct of Employés. of this rule will be deemed a sufficient cause for dismissal from the Company's service.

III. All Agents and Employés are strictly forbidden to trade or traffic in any article produced along the line of the Road. Any Agent or Employé, who shall take advantage of his Private speculation prohibited. official position for the purpose of private speculation, will be forthwith discharged from the Company's service.

IV. All persons in places of trust, in the service of the Company, are required to report to the General Superintendent, or General Agent, as the case may be, without delay, all negligence or misconduct on the part of Negligence or misconduct to be reported to the General Superintendent. any Employé, which may prove injurious to the interests of the Company or endanger the safety of the Road.

V. The use of intoxicating liquors by any operative of the Company will be considered a sufficient cause for removal from his place, and the sale of intoxicating liquors on board of any Steam or Ferry Boat, or on the premises of the Company is strictly forbidden.

VI. If any property, belonging to the Company, shall suffer damage from improper use or carelessness, the person having charge of the same will be held responsible for such damage, and a deduction shall be made from the pay due such person, sufficient to compensate for the loss resulting to the Company, or to replace such property, as may be deemed advisable.

VII. All Books or Papers showing the business or operations of the Company will be considered the property of such Company; and no Agent or Employé will be allowed to keep an official account of the Company's business or affairs in any book belonging to himself.

VIII. Every Agent or Employé, leaving the service of the Company, must previous to his departure, deliver up to the proper officer all Books, Papers or other Property in his possession belonging to the Company.

IX. No person, not duly authorised for that purpose, will be allowed to receive money on account of the Company.

X. A strict compliance with the foregoing Rules and Regulations will be required of each person to whom they are applicable. Ignorance of any Rule or Regulation will in no case be deemed a reasonable or proper excuse for violation or non-observance of the same.

XI. All Rules, Regulations, Orders or Instructions, inconsistent with the foregoing Rules and Regulations, are hereby repealed.

Approved,

S. M. FELTON,

JAMES ROGERS,

J. I. COHEN, JR.

} Committee,
New Castle and French-
town Railroad Company.

S. M. FELTON, *President,*

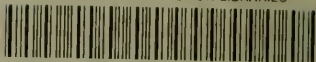
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