

CONTRACTOR AUGMENTATION

Contractor Partner Responsibilities

- Employee is trained for required tasks.
- Employee has completed CSXIT training sponsored at ISNetworld.
- Employee has an ISN badge in their possession (or can show on ISN mobile app).
- Employee reviews and agrees to abide by contractor briefing materials at www.csxintermodalterminals.com.
- Employee is briefed on responsibility to professionally represent parent company.

Contractor Employee Responsibilities

- Agrees to follow CSXIT rules.
- Understands and follows policy on use of electronic devices.
- Acknowledges onboard recording devices in CSXIT equipment.
- Understands and wears PPE correctly.
- Participates in pre-shift job briefings.
- Ask questions.
- If in doubt, stop and ask questions.

CONTRACTOR AUGMENTATION

CSXIT Terminal Leader

- Schedule session with contractor employee prior to starting work on Day 1.
- Verify qualifications for performing duties safely and responsibly (review contractor employee tasks above).
- Provide access to rule book and SOP. Review the safety and performance expectations associated with the duties to be performed during the augmentation period.
- Escort the contractor employee on a terminal tour to familiarize them with:
 - Mishap reporting procedures
 - Emergency actions including evacuation, fire extinguishers, first aid kits, spill plans and radio procedures.
 - Terminal SOP for speed limits, ramp travel directions, establishing track protection.
 - Lot and zone names/ restricted zones.
- Provide copies of emergency contact list and address of nearest medical facility.
- Reinforce expectation to Operate Safely and how that is measured.
- Review Intermodal Critical Rules (from Safety Plan) and ask for the contractor employee's commitment to Operate Safely with CSXIT.
- Reinforce these lessons learned:
 - Seatbelts will be correctly used.
 - Hoodies not worn over head, face or under hard hat.
 - Stop signs are for stopping. Look both ways, safely proceed.
 - Electronic devices include watches. Don't wear a connected watch.
 - Video of rule violations is forwarded to contractor company for disposition.