Operations Department
500 Water Street
Jacksonville, FL 32202

October 9, 2020

To: All Mechanical Shop Craft(s) Employees

From: Mechanical Department

Re: Train Blocked Policy – Reissued

Effective immediately, in order to be considered "Train Blocked" before a shift assignment, mechanical shop craft employees must make every reasonable effort to allow sufficient time to arrive to their assigned work site on-time. Prior to the assigned shift start time(s), employees must have attempted to enter the yard via one of the designated entrances[1] and immediately call their supervisor in the event they are blocked at the time of their initial arrival.

In addition to immediately notifying their supervisor, employees blocked by a train(s) at a yard entrance(s) should provide photographs (date/time stamped) documenting that they were blocked prior to the start of the shift. Employees who fail to meet any of the above requirements may be considered late, have their pay deducted accordingly, and may be handled under the CSX Transportation Absenteeism Policy.

This Policy does not allow employees to arrive late to work. Again, employees must make every reasonable effort to arrive on-time and ready for work at their assigned work site.

Rod Logan
Head of Mechanical

cc: All Mechanical Shop Craft(s) General Chairmen
Mechanical Managers
Payroll
Labor Relations & Human Resources

[1] Employees should discuss alternate entrance(s) with their local supervisor. Alternate entrances will be designated on a location basis and will be utilized at the direction of local management only after an employee notifies his supervisor of being train blocked at the initial entrance. When establishing alternate entrances, local management will give proper consideration to accessibility and drivability.