



Conductor Flagman Refresher Training

For Flag Service, the PRT recommends a program of up to 2 days of instruction. Employees that request refresher training will be compensated 8 hours per day. Mentors will be compensated 4 hours at straight time.

1. A qualified Conductor may submit a written request for refresher training to the Superintendent of their division. The Superintendent shall approve requests based on manpower and/or flag site availability.
2. Upon approval, employee will schedule and attend a one day Contractor Safety Training class at NJTs Ferry Street Training Facility. The employee will attend a real-time class with Contractors receiving Roadway Worker Training. Following the Contractor Safety Training Class, employee will receive an additional Conductor Flagman specific instruction module (developed by training Dept.)
3. Upon completion of the Contractor Safety Training, including the Conductor Flagman module, the employee will be scheduled for one day in the field with an approved Flag Mentor to mirror the designated Flag Assignment(s) and go through step by step actions of Flagman's duties in real time with mentor's supervision.

Duties to be covered shall include, at minimum:

- Report for duty, gathering paperwork, etc.-Call dispatcher (line dispatcher and Chief)
- Report to flag site and meet with Contact Person
- Conduct SJB with all personnel
- Use of Contractor SJB form, ensuring all workers are Safety Trained
- Request and release of foul time and/or track outage with Form D's
- Ensure contractor compliance with Flagman instructions etc.-Call
- Continuously monitor flag site for any condition that can affect safe movement of trains
- Ensure all contractors are clear of NJT property before leaving flag site and calling Chief Dispatcher

*Upon completion of Refresher Training, Mentor will sign receipt acknowledging completion and forward to superintendent.