# MOW Rules of the Day

## Aug 2018

A second Safety Rule is to be selected by the Maintenance Supervisor, applicable to the day's job assignment(s) and discussed with all employees.

All Maintenance Supervisors will ensure that the MOW Daily Supervisory Checklist is completed each day.

Rules 3.71 to 3.82 are from the NYCT Rules and Regulations Book, all others are from the MOW Safety Book

<table>
<thead>
<tr>
<th>Day</th>
<th>Rule Number</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, August 01, 2018</td>
<td>9.24</td>
<td>&quot;Tyvek&quot; (type/brand) disposable coveralls are to be worn only by employees who are exposed to potentially infectious waste or are engaged in asbestos or lead (non-hot work) abatement.</td>
</tr>
<tr>
<td>Thursday, August 02, 2018</td>
<td>9.16</td>
<td>In the event of an emergency, a designated employee must notify supervision, and MOW Operations (212-712-4120), of the extent of the emergency and potential for harm to other employees or the environment.</td>
</tr>
<tr>
<td>Friday, August 03, 2018</td>
<td>8.54</td>
<td>Specialized, fire resistant disposable coveralls are to be worn while performing lead abatement activities requiring oxy-acetylene or oxy-mapp gas torches. This type of coverall is also to be used when engaged in work which is adjacent to unprotected energized circuits and require &quot;Tyvek&quot; (type/brand) coverall protection.</td>
</tr>
<tr>
<td>Saturday, August 04, 2018</td>
<td>12.47</td>
<td>Whenever material is handled through the shaft of an underground facility, such as a substation, the door leading to the shaftway must be left open and either a danger sign must be hung in the opening or an employee assigned to warn any person leaving the substation through the shaftway door.</td>
</tr>
<tr>
<td>Sunday, August 05, 2018</td>
<td>8.15</td>
<td>Sources of heat must be isolated from contact with combustible materials: • Combustibles must not be stored within 3 feet of all space heaters. • Combustibles must not come into contact with steam pipes. Pipes must be insulated where they pass through woodwork. • Combustibles must not be used as lampshades.</td>
</tr>
<tr>
<td>Monday, August 06, 2018</td>
<td>10.21</td>
<td>Wire connections must be made in such a manner that they do not pose a tripping hazard.</td>
</tr>
<tr>
<td>Tuesday, August 07, 2018</td>
<td>10.49</td>
<td>Do not come into physical contact with a third rail. Consider the third rail to be energized (live) at all times.</td>
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**IF THERE IS ANY CONFUSION, REFER TO THE SPECIFIC RULE IN ITS ENTIRETY**

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Wednesday, August 08, 2018

Use extreme caution when floors are wet. If possible, use an alternate route rather than walking on wet floors.

Thursday, August 09, 2018

Smoking is prohibited in all Maintenance of Way/Station Enviroment Maintenance work/reporting areas. Smoking is prohibited in any indoor area of Transit property that is accessible to the public.

Friday, August 10, 2018

Sitting, standing on, or straddling a pry bar or tool lever for leverage is prohibited. Place it securely and be properly braced and alerted to prevent injury due to unexpected movement. Have foot, hand, and body in a safe and proper position to avoid being caught between bar or lever and any other object.

Saturday, August 11, 2018

Employees must know and observe MOW/SEM safety rules applicable to assigned duties.

Sunday, August 12, 2018

All vehicles must be operated carefully and defensively at all times with due regard for the rights of others and the care of the equipment being transported. Every precaution must be taken by all concerned to prevent damage to private property and accidents involving pedestrians and employees.

Monday, August 13, 2018

When carrying large tools and/or equipment (tools and/or equipment which require two or more employees to carry it) over an energized Third Rail, a 7’ Third Rail Mat must be placed over the energized rail where the employees will cross. This mat must have the same color stripe and expiration date as the full length mats in service.

Tuesday, August 14, 2018

Fall Protection equipment, such as safety harnesses, life lines and lanyards must be visually inspected by untwisting the strands at various points to determine if any are frayed or broken or affected by dry rot. If any sign of deterioration is found in these lines or ropes, they must be considered unsafe for use and must be immediately removed from service, and replaced.

Wednesday, August 15, 2018

The use or discharge of fire fighting equipment for any other reason other than fire fighting is prohibited.

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<td>Thursday, August 16, 2018</td>
<td>6.19</td>
<td>Employees engaged in work along the Right of Way, in shops, yards, stations, manholes, or on street areas must wear hardhats at all times. The hardhat must be worn with the brim facing forward. Placing adhesive stickers on hard hats is not acceptable as it reduces the ability to identify defects.</td>
</tr>
<tr>
<td>Friday, August 17, 2018</td>
<td>10.65</td>
<td>Do not place clothing, lunch, tools, clothes hangers, or other unauthorized items in or about the power or control cabinet, switch box, or on top of electric cabinet.</td>
</tr>
<tr>
<td>Saturday, August 18, 2018</td>
<td>11.16</td>
<td>When you are using a knife, cut away from your body and/or anyone near you.</td>
</tr>
<tr>
<td>Sunday, August 19, 2018</td>
<td>17.24</td>
<td>Do not step into an adjacent track when clearing-up for a train unless precautions are taken to clear for an approaching train on that track.</td>
</tr>
<tr>
<td>Monday, August 20, 2018</td>
<td>14.34</td>
<td>Raise extension ladders to the vertical position (or against the wall) before extending. Leave ample overlap between sections; for extended lengths up to 36 feet, have a 3 foot overlap; 36 to 48 feet, have a 4 foot overlap; and for 48 to 60 feet, have a 5 foot overlap.</td>
</tr>
<tr>
<td>Tuesday, August 21, 2018</td>
<td>17.27</td>
<td>No work must be performed in “No Clearance” areas unless proper flagging protection is provided, in accordance with NYCT Flagging Rules (dated 12/5/02 or later).</td>
</tr>
<tr>
<td>Wednesday, August 22, 2018</td>
<td>11.09</td>
<td>When clearing track, place tools so that trains or other right-of-way equipment will not strike them.</td>
</tr>
<tr>
<td>Thursday, August 23, 2018</td>
<td>5.26</td>
<td>Jewelry, free flowing long hair, and loose clothing must not be worn in the vicinity of moving trains or machinery, such as drill presses, lathes, and engines. Operators of rotating machinery at ground level, such as on the tracks, must tie their trouser legs or tuck them within their boots.</td>
</tr>
<tr>
<td>Friday, August 24, 2018</td>
<td>6.03</td>
<td>Employees must use Personal Protective Equipment only for its intended purpose.</td>
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Saturday, August 25, 2018  
7.17
Employees walking on structures must exercise caution due to loose or rotted walkways and/or protruding nails. Report these conditions to MOW Operations (212) 712-4120 immediately.

Sunday, August 26, 2018  
14.23
An A-Frame ladder must be fully opened before being used.

Monday, August 27, 2018  
20.03
Always wear a harness when entering any confined space.

Tuesday, August 28, 2018  
21.12
Work train crews engaged in loading and unloading operations on the track ways must have appropriate flagging protection for such operations.

Wednesday, August 29, 2018  
5.31
When lifting avoid jerking or twisting positions. Secure your footing. Bend knees and keep your back as erect as possible. Take a firm grip on the object and slowly straighten your legs. If necessary, obtain assistance.

Thursday, August 30, 2018  
6.24
All employees performing work on Transit property are required at all times to wear approved safety glasses, non prescription, or prescription, as medically required. Supervisors must ensure that the proper protective eye equipment is made available to their employees.

Friday, August 31, 2018  
10.61
If it is necessary to remove an object from the third rail, use a dry non-conductive tool, such as a wood stick. If necessary remove third rail power.