

# Provincial Railway Guides

## Safety Management Plans Guideline – RRD 4000

Provincially regulated railways include all railway operations within the province of Saskatchewan that are not federally regulated. Any industrial operation that loads, handles or moves railcars, or owns operable railway infrastructure is considered to be a railway as per *The Railway Act*.

All industrial railways are required to:

1. Obtain an Operating Authority Certificate (OAC) from the Highway Traffic Board.
2. Provide proof of insurance to the Highway Traffic Board.
3. Submit rail related accident/incident reports in accordance with prescribed timelines.

Depending on the size and type of railway operations, an industrial railway may also be asked to:

1. Submit a Safety Management Plan.
2. Submit a request for a partial exemption from *The Railway Act* (at the discretion of the railway owner/operator).
3. Provide any other information required by the minister to ensure railway operations are being conducted safely.

Industrial Railway Operators are responsible to provide up to date information in the data sheet below, which reflects current operations to Railway Programs: [rail.services@gov.sk.ca](mailto:rail.services@gov.sk.ca)

This data sheet must be provided to the Highway Traffic Board as part of the OAC application and renewal process.

## INDUSTRIAL RAILWAY DATA SHEET

### Company

Company Name		Company Contact Name	
Company Contact Phone Number		Company Contact Email	
Company Address /Physical Location		Company Mailing Address	

### Infrastructure and Equipment

Total Length of Tracks (ft)	
Number of Switches/Turnouts	
Number of Public Grade Crossings	
Number of Private Grade Crossings	
Number of Bridges	
Number of Locomotives	
Number of Mobile Car Movers	
Number of Car Pullers	

### Maintenance Programs

Track is maintained by:  Railway company staff  Third party contractor

Locomotives/car movers maintained by:  Railway company staff  Third party contractor

### Capital Programs

Are you planning any major track or equipment purchases, repairs or upgrades in the next three (3) years?

YES

NO

If yes, please specify: \_\_\_\_\_  
 \_\_\_\_\_

### Railway Operations

Railway service provider:  Canadian National  Canadian Pacific

Other \_\_\_\_\_

Internal car switching conducted by:  Railway company staff  Third party contractor

Third party contractor name (if applicable): \_\_\_\_\_

**Commodities**

Dangerous Goods		Non-Dangerous Goods	
Product Name	UN I.D.	Product	UN I.D.
Approximate Number of Cars Handled per Year:		Approximate Number of Cars Handled per Year:	

**Railway Safety**

- Do you conduct monthly track inspections?  Yes  NO
- Has your staff been trained on car handling/securement?  Yes  NO
- Do you have car handling procedures?  Yes  NO
- Has your staff been trained to operate locomotives/car movers?  Yes  NO
- Do you utilize blue flags?  Yes  NO
- Do you have derails installed at your location?  Yes  NO

**Contact**

For more information: Railway Programs  
 800 – 1855 Victoria Avenue  
 REGINA SK S4P 3T2  
 Phone: 306-787-9468  
 Email: [rail.services@gov.sk.ca](mailto:rail.services@gov.sk.ca)