Card Order
Basics

Card Order Basics

- ## What is It?
  - An advanced scheme for operating a model railroad

  - Allows for a realistic means of determining what car goes to what location & when

  - Uses individual pieces of paperwork (the "Card Cards") for each rolling stock
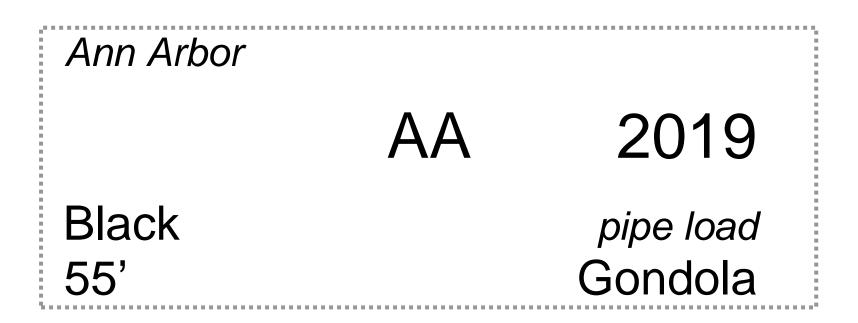
Card Order Basics

- How does it work?
  - The waybill tells the train crew: what industry in which town to spot the car.

  - The yard sorts cars based on the destinations on the waybills

  - Train crews only work on cars for which they have paperwork
    - Set-out cars with waybills in the train pack
    - Pick-up cars with waybills in the pick-up box

Elements of the Card Order System

- Car Cards
  - Rolling Stock Sleeves
  - Waybills
  - Engine Cards
  - Caboose Cards
  - Train Packs
- Card Pockets in Towns
- Call Board
- Yard Operations

Car Cards

- ## Rolling Stock Sleeves
  - ### Provides identifying information for the car
    - Road Name
    - Reporting Marks & Number
    - Type of Car, Color & Length

Car Cards

- Rolling Stock Sleeves
  - Let's look at a sample:

Ann Arbor

AA   2019

Black   *pipe load*
55'   Gondola

Car Cards

- Waybills
  - Provides information about where the car is to be transported
    - Shipper
    - Consignee
    - Type of Load
    - Type of Car
    - Special Instructions

Car Cards

- Waybills
  - Let's look at a sample:

WAYBILL 528   .

Shipper: **Consignee:**
   Consolidated   Royal Oak Ice
   Coal Co.   & Coal Co.
   Buckhannan   Royal Oak
   WV   SOC

Coal Hopper   Note: NO
                            locomotives on
Coal   coal dock – use
                            idler car

Car Cards

- Engine Cards

ENGINE

GT

6048

Address: 6048

Type: GP-7

Color: Blue

Owner: M. McCreight

Car Cards

- Caboose Cards

CABOOSE

GTW

75002

Orange   35'
Owner: S.O.C.

Car Cards

- Train Packs
  - Collects all of the car cards for a train in a convenient carrying pouch
  - All made-up trains will have a train pack
    - Trains ready for departure will include a caboose card as the last card in the train pack
    - Train crews reporting for duty in Pontiac must collect the appropriate engine card and place it in the train pack of their train
    - Trains in staging will have the engine card already included in the train pack

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Card Pockets

- Located at each town or industry
- Holds the car cards for each piece of rolling stock spotted at the town
- Split into 3 sections
  - Set-Out
  - Hold
  - Pick-up

Card Pockets

- The "Set-Out / Hold / Pick-Up" box cycles rolling stock through the industries in a realistic manner.

- All of the cars with paperwork in the Pick-Up box are ready to be removed from the industries and taken back to the yard.

- Cars in the Hold box are still in the process of being loaded/unloaded, and should be left at their current locations.

Card Pockets

- When the train crew arrives at the town to be switched:
    - Paperwork for cars in the train to be spotted at industry spurs in town is placed in the "Set-Out" box
    - Cars to be picked up and placed into the train have paperwork in the "Pick-Up" box
    - Cars to remain at their current location are found in the "Hold" box

Example

- You are assigned a train with engine, caboose, and two revenue cars.
  - You would have four card cars in your train pack
    - Two car cars for the revenue cars
    - The engine and caboose also have car cards
  - Each revenue car has a waybill
    - The first car is 'billed' to Birmingham
    - The second car is 'billed' to Royal Oak

Example

- You proceed to Birmingham. . .
  - You set-out the revenue car billed to Birmingham at the industry specified
    - The car card is placed in the Set-out Box in Birmingham
    - Don't 'turn' the waybills – just follow the instructions on the waybills

  - The other revenue car is left in the train (remember that it is billed to Royal Oak)

Example

- While in Birmingham. . .
  - If there are car cards in the Pick-up Box in Birmingham, you <u>must</u> place the associated revenue cars in your train.
    - Take the paperwork with you!!!!

  - When you leave town:
    - The number of car cards in your hand matches the number of revenue cars in your train
    - There are no card cards left in the Pick-up Box
    - The card cards for your set-outs are left in the Set-out Box

Example

- Then, you can move on to Royal Oak
  - Where you repeat the process . . .

- When you have set-out all of the revenue cars you started with, you return to your originating yard.

Everyone's Job:

- When a card order session has been set-up (*when there are car cards in the pockets*), please do not move trains or cars around
  - Unless you also move the paperwork…

- Any new rolling stock or caboose added to the layout <u>must</u> have paperwork created for it – inform Michael McCreight <u>prior</u> to placing new cars on the layout

Everyone's Job:

- Do not 'flip' or change the waybills in the car cards. That is done only by the Trainmaster; or during set-up of a session.

- All engines used during card order sessions must have a blue locomotive card – blanks cards are available

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Call Board

- List of trains & crews
- Shows the order of trains to be 'called' / run during the operating session.
- Allows train crews to 'sign-up' for train assignments, or 'mark-off' to take a break
- Trains should be run in the order posted on the Call Board.

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Yard Operations

- Pontiac Yard is the main classification yard for the layout
- Ferndale Yard is the secondary yard for local consists and storage
- All local crews will go on-duty at the Pontiac Yard office
- Train crews are responsible for 'hostling' their own engines

Yard Operations

- Pontiac Yard Track Assignments
  - Tracks 1 – 4   Arrivals & Departures
    - Car cards for each train are in a Train Pack, and placed in the appropriate numbered box
  - Tracks 5 – 8   Classification Tracks
    - Cars being sorted for outbound destinations
    - Car cards placed in appropriate numbered box
  - Track 9 (thoroughfare)   no car storage
    - Keep track empty for movement of locomotives

Yard Operations

- Pontiac Yardmaster will classify cars into cuts as follows:
  - Locals, Eastbound (Birmingham, Royal Oak)
  - Locals, Westbound (Waterford, Holly, Linden, Gaines)
  - Ferndale Transfers (Pleasant Ridge, Ferndale, Seven Mile, Chrysler Center, Milwaukee Junction)
  - Eastbound Manifests (to Detroit staging)
  - Westbound Manifests (to Durand staging)
  - Storage / To Be Classified

Card Order Sessions

Crew Assignments (in order)

1. Trainmaster
2. Dispatcher
3. Pontiac Yardmaster
4. Pontiac Top Job (switcher)
5. Train Crew
6. Train Crew
7. Train Crew
8. Train Crew
9. Ferndale Yardmaster
10. Pontiac #1 Job (switcher)
11. Train Crew
12. Train Crew
13. Additional train crews. . .

Whew!

I think that is enough for now.

So . . .

Any QUESTIONS?

This has been a presentation of:

SOUTH OAKLAND COUNTY

MODEL RAILROAD CLUB

GRAND TRUNK WESTERN S.O. DIV.