

safety SAFETY safety

PASSENGERS

- ☐ **Keep feet on the running board and hands somewhere safe.** (dragging feet could get caught in points)
- ☐ **Don't grab at plants.** (passengers have been pulled off)
- ☐ **Keep good balance** (you could tip off the track)
- ☐ **Wait until stopped, before getting off.**
- ☐ **Wear old clothes behind a steam engine** - Steam engines can spit sparks.

DRIVERS

- ☐ **Keep an eye on your passengers. Glance back often.**
- ☐ **Wave to everyone so they know you are enjoying yourself!**
- ☐ **Let people know where you are - Use the HORN!**
- ☐ **#2970 can kick up its heels - Take It easy on the curves and points - PARTICULARLY through the FACING POINTS. We don't need derailments.**
- ☐ **Take care coming into the station - don't assume everyone will get out of the way.**
- ☐ **Be ready to STOP!**
- ☐ **Don't allow running around with the train.** - Get them to run well inside the raised track.

ROSTER & OPERATION -

Hutt Valley Model Engineering Society

GENERAL -

As a means of sharing the work load of running the track we would like all members to be on the roster. For various reasons some members will prefer not to, and with an explanation this is acceptable to the Committee. (Auckland have introduced a separate fee scale for those not involved in running the club but so far we have not done so !!)

Three members are listed for each Sunday afternoon and we endeavour to actually run between 1-00pm and 4-00pm. Some keen operators like to make arrangements to start earlier and this is often worth a lot under some conditions. Preparation and putting away times need to be allowed for.

One knowledgeable member is designated the 'Run Manager' and marked accordingly on the roster which is produced with Blast Pipe approx. every second month. With about 17

participating, most members will be rostered about ten times in a year and the weather takes its toll of about one third of these Sundays so the burden is not that

great. If by some rostering quirk you get too many 'turns', or not enough, make an appeal to Peter Anderson Ph232-4533.

At least two members with driving tickets are in the team for handling the trains carrying members of the public. This is a safety requirement for our own protection. (It is hoped that all members will pressure the Driver Certification member to get their certification completed to make for easier rostering and so that all can participate in the passenger hauling).



Duties

- 1.. Open clubhouse - check water in urn
 - switch mains on, and urn on (white urn switch is not on automatic).
- 2..Open Ticket Office - get 'float' cash out and check amount at \$60.
 - cashbox will have tickets and record book in it. Note numbers of tickets sold for accounting. Rides are now \$1-00 and we don't always charge for 'minders'. For security keep the lid closed and well away from the window when not using.
- 3..Open tunnel shed - pull #2970 out and check fuel (1/3 tank is needed for the afternoon)

The **HONDA GX160** engine is a four stroke of 163cc displacement set up for unleaded (and unoiled!) petrol. Cont. Rating 3.5HP @ 2500rpm. (5.5HP max.)

Start with the brakes on, using the electric start button. (clutch tends to drag when cold)

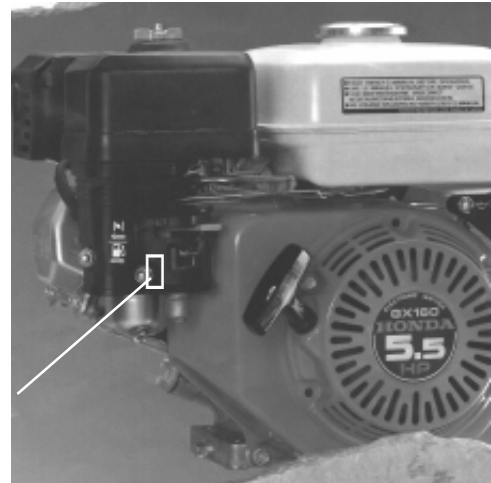
If there is trouble in starting you have probably forgotten to -

- Turn petrol on
- Apply the choke
- Open throttle - push cab lever forward.
- Turn ignition and battery switches on.

The **CHOKE** pull button is in the cab, having a bowden cable to the top lever at the front of the engine. When the engine starts to splutter and emit black smoke try pushing the choke control back in!!

The **PETROL VALVE** is the yellow lever inside the front flap on the top of the bonnet close to the front of the engine - ON is toward the longitudinal centre line of the of the engine (and loco) Anti clockwise looking down on the valve lever to save confusion.

To STOP the engine - switch the IGNITION OFF



4.. Extra trollies may be required from the store at the back of the clubhouse

5.. Put out the sign "**TRAIN RIDES**". It goes on the island opposite the petrol station, and has to be retrieved at the end of the day.

6.. Hoses will also be needed in the summer if steam trains are running, in case of grass or shrubbery fire. Watering hoses will also be needed for the locos. Turn the water on behind the door in the ticket office. The ashpan will be needed in the steaming bay area.

7.. Close the swinging arm if the raised track is to be used. Key and pins are to the left inside the ticket office door. Install the screw out points levers for the ground level track.

8.. Sliding gate should be closed to encourage people to go over the footbridge. If pushchairs turn up, the gate can be opened, but guide people through between trains. The padlock key is the special council one on the ring.

9.. Running duties - One certificated person for DRIVER, One on TICKET SALES, One on STATION, Extras on RELIEF. (and don't forget the afternoon tea) Rotate the jobs to prevent boredom. Station duties includes helping load the trains, nipping tickets, advising passengers of safe practice, riding as 'Guard' if necessary, generally watching to keep a SAFE OPERATION.

10.. **Locking up.** Make sure all is put away, and secured, with the power turned OFF. Turn WATER OFF behind the door in the station. Attend to -- Points levers and hoses, Swinging arms, Sliding gate, Ticket office, Tunnel shed, Trolley store (including bringing in the TRAIN RIDES sign) The keys hang beside the Video in the clubrooms.

If **Speedy** has been run, remember to fill in the log book located by the first aid kit.

The First Aid Kit --

is on the bench opposite the sink in the kitchen area of the clubhouse.

There is a notebook to list any accident and the material used from the kit.

The aim is to have an enjoyable and social time, helping others to enjoy our trains and facilities.

The above information has been compiled to help you do the job effectively, safely, and to have fun. The spinoff is that we make some money for the club in the process.