

Metrolink Bureau Unit Order 610-02 Track Blocks

Los Angeles County Sheriff's Department

METROLINK BUREAU

Unit Order: 610-02

Effective Date: 09-19-01

Revision Date: 10-01-13

Annual Review: 10-01-17

Subject: TRACK BLOCKS

Reference: SCRRA METROLINK SCO #00-54

PURPOSE OF ORDER:

The purpose of this order is to establish procedures for track blocks (e.g., rail closures, tunnel closures, etc.).

SCOPE OF ORDER:

This order has been devised in cooperation with the Metrolink Operations Center (MOC), and supercedes all existing orders or procedures regarding track blocks. This order shall apply to all personnel assigned to Metrolink Bureau, and to all personnel assigned to the Transit Services Bureau dispatch center.

ORDER:

All track blocks shall be coordinated through the Rail Operations Center (ROC).

ROC RESPONSIBILITIES

When an agency contacts the ROC to request a track block, the ROC shall:

- Obtain the agent's name, identification/badge number, and call-back number.
- Obtain the reason for, and estimated duration of, the closure.
- If a tunnel is affected, advise the agent that the tunnel shall not be entered until the ROC confirms that the track block is in effect.
- Instruct the agent to advise the ROC when the track is clear, and also to advise the ROC if authority to clear the track is transferred to another individual.
- Request that MOC implement a track block.
- Relay this information to Metrolink Bureau units, and dispatch a Metrolink Bureau unit to the incident location to act as liaison during the operation.

- Confirm with the MOC that the track block is in effect before advising the agent that it is safe to conduct the necessary activity (e.g., tunnel entry).
- Monitor the situation pending a request that the track be released.
- Prior to releasing the track, confirm that the agent releasing it was the same one who requested the closure and that the individual is on-scene.
- If a tunnel is involved, confirm that all personnel involved in the operation are accounted for, and that the tunnel is clear.
- Notify the MOC and all Metrolink Bureau units of the release.

MOC RESPONSIBILITIES

In the event that any law enforcement agent contacts the Metrolink Operations Center (MOC) to stop any train traffic at any location due to police activity, the MOC will first determine whether the situation is an emergency.

- If it is determined that the situation **IS NOT** an emergency, the MOC will direct the caller to contact the ROC to request the track block. The ROC will then contact the MOC and request a track block.
- If the MOC determines that the situation **IS** an emergency, it will receive and relay all in-take information as described in the preceding section to the ROC.
- In either case, the MOC will notify all required Metrolink Bureau personnel of the activity via Nextel text message.
- If the MOC releases the rail, it will advise the ROC and required Metrolink Bureau personnel of this fact.

METROLINK BUREAU FIELD UNITS RESPONSIBILITIES

- If dispatched to the incident location to assist another agency, assume liaison duties between the handling agency and the ROC.
 - When participating in a joint response with another agency, request to be patched into that agency's communication system for direct communications.
 - Route any and all requests for, or information regarding, track blocks through the ROC.
 - If a Metrolink deputy has requested a track block, that same individual must request the clearance. If the authority to clear the rail is transferred to another individual, the requesting party must notify the ROC of this fact. The ROC shall then notify MOC regarding the change in authority to lift the track block.
 - Personnel not on-scene shall not authorize a track block to be cleared.
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