

Understanding Waybills as used on the Delmarva Model Railroad Clubs HO Layout

By Bill Deeter

As most of you are aware, we use Car Cards and Waybills (CC&WB) on the Delmarva Model Railroad Clubs HO layout, which models parts of both the B&O's Monongah & Ohio Newark Divisions.

Throughout this article, I will include links to more info, as it would take the entire newsletter to even come close to a full explanation. However, I will do my best to give you the basics.

However before you are even concerned with the waybill, you will need to read your train instruction sheet to determine if you have any pick-ups


# 23.2	CH Local	12 Noon
 Mill Turn Chillicothe to Mead Paper & Return		
Chillicothe (CH) (Renick Yrd)	*	
Mead Paper	* P/U S/O	
Litter Propane	* P/U S/O	
Return	*	
<ol style="list-style-type: none">1 Couple to train when directed by the yard master. Once cleared by the Renick Yard Master, contact the Dispatcher for instructions to proceed.2 Work Mead Paper Picking Up & Setting Out Following local track chart for correct spot numbers. Request use of the passing siding with head room to Renick as needed.3 Also, work Litter Propane Ask for use of main and head room to West junction while working.4 Once train is set to return to CH Contact Dispatcher for permission to proceed.5 At Renick Jet Contact CH Yard Master for instructions to enter yard. Yard train as directed by yard master. Cutoff motive power and proceed to engine service area.		
<p>* Unless instructed otherwise, obtain clearance from the Dispatcher at all interlocking's.</p> <p>Remember to return all turnouts to the normal position.</p>		

Fig 1

7/30/2018

(P/U) or set-outs (S/O) along the way. The Train Instruction Sheet is the Sheet the Dispatcher gives you with your train assignment. (See fig 1) See the Red P/U and S/O in Fig 1. If the sheet shows, you have **no** P/U or S/O's then there is little need to read the waybills for this run. Although, it is best if you check to see whether you have car cards for all the cars in your train.

Ok, now back to our waybills. They are created using Peter White's Waybill

program. Follow this link for more info on the program.

<http://www.shenware.com/waybills.html>

We use four sided waybills but you should **never** need to turn them during a session. The person in charge of staging for the next session will turn any waybills that need turned.

The chart on page 4 Fig 5 is one of the newer color-coded waybill versions. Unfortunately, there are many earlier versions still in use from hand written to different versions of typed waybills. Some of the typed ones are from the waybill program and some not. It is an ever-evolving process as the layout advances.

So on page 4 Fig 5 let us start at the top with (Fig 5 # 1) it is the Association of American Railroads Car Codes General referred to as AAR Code. These two links explain more about ARR codes.

<http://www.opsig.org/pdf/AARFreightCarCodes.pdf>

<https://www.aar.org/>

(Fig 5 # 2) this is the Waybill Title and it will be "Waybill" for any industry that is not on the layout. If it has a color and a title other than "Waybill" then it is for a location on the layout. The different designations for on layout locations include things like "M/L OH" for Main Line Ohio, "WV M/L" for West Virginia Main Line and "W&PC" for Wieland and Port Charles Railroad. This designation comes from the first part of the CLIC which will talk more about later.

The next line is **Rte:** (Fig 5 #3) this explains the route of the car by the yard designations across the layout. In the example on side 1 the car would start in Grafton Staging and goes next to PH High which is Parkersburg High Yard and then to CH which is Chillicothe Yard. This explains the basic headings on a waybill.

Now we come to the part you need to understand to know where to move a car on the layout. In other words, what you actually need to know about a waybill as an engineer/conductor on our layout.

Understanding Waybills as used on the Delmarva Model Railroad Clubs HO Layout

By Bill Deeter

All right, so back to the Train Instruction Sheet and if it says you have S/O's now what?

As you continue reading, follow along with **Fig 5** the sample waybills.

In order to determine how to handle a car look on the waybill at the **Via:** (#Fig 5 # 4) to see if it is a yard or interchange other than the one you are in. If the **Via:** contains another yard or interchange point along your route that also matches a SO on your Train Instruction Sheet then that car goes to that yard or interchange point.

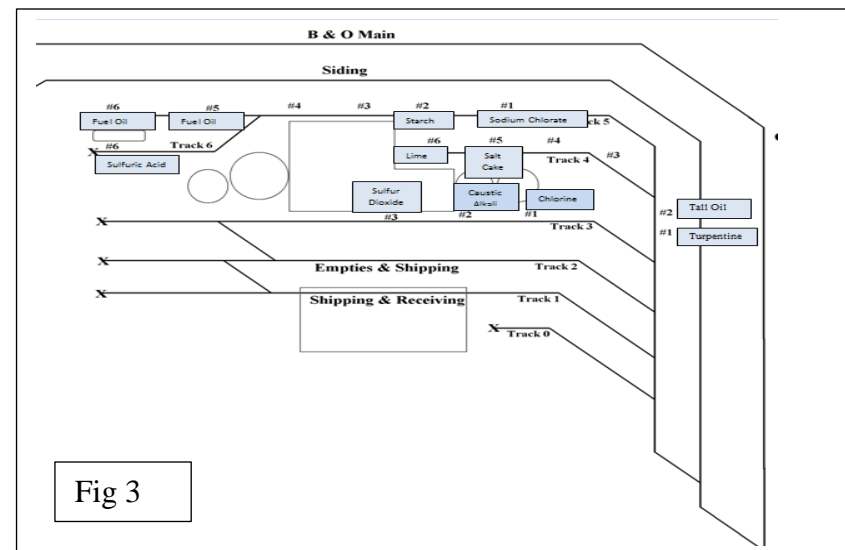
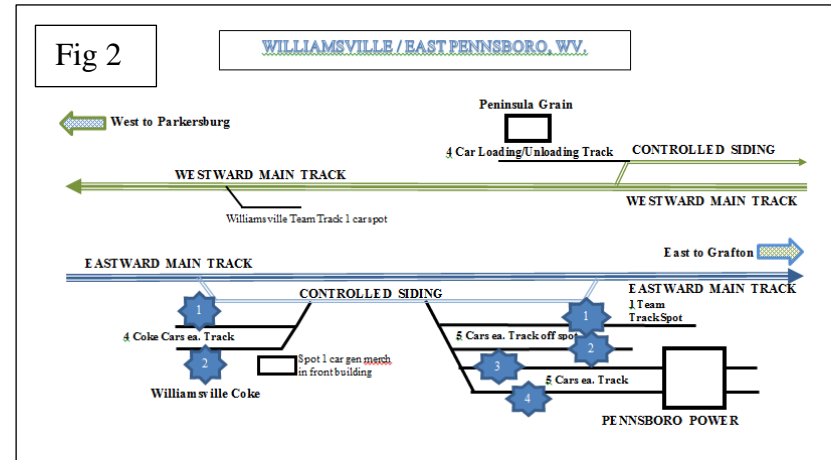
If the **Via:** is the yard you are in then you will need to look at the **TO:** (Fig 5 #5) The **TO:** starts with the town where the industry is located so you need to compare it to your Train Instruction Sheet to make sure the town is one of your S/O's or drops. The next line is the name of the industry in that town where you will spot the car. Most of the industries have signs and/or are on the track maps.

The **CLIC:** (#Fig 5 # 6) starts with the code shown in the Waybill Title covered earlier and *sometimes* contains the track and spot number at the industry as well. (CLIC is a Santa Fe Railroad term for their spot numbering system. I assume B&O had something similar but I have not found any info yet. Besides the CLIC heading was available for use in the waybill program). Here are a couple links with more info on CLIC

<https://sfrhms.org/members-area/atsf-clic-books/>

<https://www.rm-dp.de/index.php/ar/o-r/115-clic>

Unfortunately adding CLIC detail is part of the on-going improvement process. In a perfect world, this would have been done in the planning stage, as it is much harder after the fact. The only industry on the layout that there is CLIC spot info for is Mead Paper, however not all Mead's waybills have been updated with spots but there is a spot and commodity diagram at Mead Paper. Until we get more done on explaining the spots check your Train Instruction Sheet for details. Also, check the back of your Train Instruction Sheet for a map with spotting info. It may look something like this: Fig 2 or 3.



Understanding Waybills as used on the Delmarva Model Railroad Clubs HO Layout

By Bill Deeter

If there is no detail on spotting on the Train Instruction Sheet or in the CLIC, then try to spot cars so they could be logically loaded or unloaded. If there is no room in the loading/unloading spot(s), you can leave extra car(s) off spot at the industry if there is space without blocking roads or passing siding(s). If there is no clear place to leave them check with Dispatch to determine if you need to take them back, or if he has somewhere else for you to park them.

Now just which cars do you Pick-up (P/U)?

In general, locals that start in the same yard as they finish do all the industrial switching. Therefore, in general, anything that is not billed to (To) the industry where it is setting at will be picked up. Currently all but one local is restricted to either open loads or mixed freight, again read your Train Instruction Sheet (Local Mixed or Local Open Loads). If there is a green slip in front of the waybill, that is a reminder that the car was left off spot the last time and needs to be spotted for loading/unloading first, before any cars in your train. In other words if the **Via**: is not an interchange yard that your Train Instruction Sheet tells you to P/U or S/O then everything you pick-up will go back with you to your originating yard. Even if it is an open load for delivery on your route, it will return to the yard with you to be weighed and classified in the correct local for delivery.

Next is the **From**: (Fig 1 #7) This is really for inquiring minds as the need to know where the shipment is from is not truly need to know info. Most prototype conductors pay little if any attention to this. I personally enjoy knowing this kind of information as it helps understand the whole trip of the car.

Contents: (Fig 1 #8) this is also not truly need to know info but it can help you know where to spot a car if the CLIC or the Train Instruction Sheet does not completely explain it. For example, you most likely would not spot a tank car (TM) with Chlorine in front of a loading dock for a boxcar (XM) or a boxcar under a loading rack for a tank car.

The last line on the Waybill is for **Special Instructions** (Fig 1 #9) in this example it is a HazMat warning. The open hoppers ARR code HT or HM move in 4 or 5 car blocks and you will see things like “Moves in 5 car blocks”

Here is a chart of the current Special Instructions Fig 4:

Note
(Clear Note)
Explosive-keep 3 frm Haz loco/cabin
HazMat- 2 cars from loco/cabin
Ice empty before spotting
Moves in 4 Car HM Block
Moves in 4 Car HT Block
Moves in 5 Car HM Block
Moves in 5 Car HT Block
Resdue 1 car fr. loco/cabin

Here is a bonus link to the prototypes track chart for the Ohio-Newark Division of the B&O. As you will notice we have made some compromises along the way to fit the Parkersburg Sub-division on the layout. The prototype chart starts at Cincinnati (CI) which is our west end staging. So go to page 11 to find Chillicothe (CH), which is a Division Point yard on the layout and you can then scroll on through to Parkersburg (PH) the other Division Point Yard on our layout.

http://www.cincyrails.com/files/B+O_OhioDivision_Parkersburg-Cincinnati.pdf

Understanding Waybills as used on the Delmarva Model Railroad Club's HO B&O railroad

By Bill Deeter

Fig 5

Example of a Waybill used on the Delmarva Model Railroad Club's HO B&O railroad

(#1) This is the AAR code for the type of car. This should match the AAR on the Car Card.

(#2) This will be WAYBILL for any destination off the modeled area (staging) with no color. If it is a color and has a letter code, it will be delivered to a destination that is on the layout.

(#3) Rte:
This how the car moves on the layout

(#4) Via:
Is also color-coded and is really the last yard the car ends up in.

(#4) Via: Chillicothe (CH) a yard on the

(#4) Via: Cincinnati (CI) West Staging

(#4) Via: Grafton (GR) East Staging

(#5) To:
This is where the car is going

(#6) CLIC:
This is spot number at the location the car is spotted

(#7) From:
Where the car came from

(#8) Contents:
What is in the car or if empty

(#9) Special notice on car handling:
In this case HazMat. For example, it could also have number of cars in a block or icing instructions.

TM M/L OH 1 Rte: PH High, CH Via: Chillicothe To: Chillicothe, OH Mead Paper CLIC: M/L OH Tk3 Spot 8-1 From: Delaware City, DE Occidental Chemical CLIC: M/L OH Contents: Chlorine HazMat- 2 cars from loco/cabin	TM WAYBILL 3 Rte: PH High, CH, CI Via: Cincinnati To: Kaiser, CA Chem Lab Products From: Delaware City, DE Occidental Chemical CLIC: O/L Contents: Chlorine HazMat- 2 cars from loco/cabin
TM WAYBILL 2 Rte: CH, PH, GR Via: Grafton / Cumberland To: Delaware City, DE Occidental Chemical From: Chillicothe, OH Mead Paper CLIC: M/L OH Tk3 Spot 8-1 Contents: MTY Resdue 1 car fr. loco/cabin	TM WAYBILL 4 Rte: CH, PH, GR Via: Grafton / Cumberland To: Delaware City, DE Occidental Chemical From: Kaiser, CA Chem Lab Products CLIC: O/L Contents: MTY Resdue 1 car fr. loco/cabin