



## Canton Railroad Flagging



The Canton Railroad Company is a preeminent short line headquartered in Baltimore, Maryland. Since 1906, Canton Railroad Company has provided rail logistics and freight services to industrial, manufacturing, and port-related shippers.

Canton Railroad Company  
1841 S. Newkirk Street  
Baltimore, Maryland 21224  
Office: (410) 633-9200



CANTON RAILROAD  
COMPANY

"Since 1906"

Permit Number:
Permit Holder or Requestor Name:
Flagger Term Date (s):

CANTON RAILROAD COMPANY  
FLAGGING REQUEST FORM

COMPANY BILLING INFORMATION

CONTACT NAME:	ADDRESS	CITY	STATE and Zip	Phone	Email

PROJECT INFORMATION - WORK DAYS – PLEASE CHECK ALL THAT APPLY

Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  Sunday

Total Duration:	Start Date:	End Date:
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PROJECT LOCATION

PROJECT DESCRIPTION

Agreed and Accepted by:

\_\_\_\_\_ Date: \_\_\_\_\_

Agreed and Accepted by:

\_\_\_\_\_ Date: \_\_\_\_\_

Canton Railroad Company

## Canton Railroad Flagging

The requester is responsible for the flagging service provided by the Canton Railroad Company (Canton RR), and the fee shall be *\$100.00 an hour per person. \$150.00 an hour per person after eight hours. \$300.00 an hour per person for emergency flagging.* Billing will be for the person (s) and is separate from the Permit fee. The fee (s) shall be paid to the Canton RR via a cashier or business check. The requester has agreed to compensate the Canton RR for their employee's time, equipment, and material.

Railroad flagging is necessary whenever **people, vehicles, or equipment are 20 feet within the tracks.** For example, flagging may be required for the following,

- Surveying within 20' of the tracks
- Boring under the tracks
- Bridge inspections
- While working over the tracks (on a bridge or with overhead utility lines)
- 20 feet within a railroad signal facility
- 20 feet within a grade-crossings
- Tracked equipment operating over at-grade crossings.
- Sweeper trucks that are being used at grade crossings.
- In or near a grade-crossing (on foot) near a grade-crossing
- Removing instruction within 20 feet of the tracks

Railroad flagging personnel are provided to protect CANTON personnel, equipment, passengers, and facilities from work being performed and to protect CANTON operations to parties working within CANTON's right of way. The requestor shall coordinate the flagging with Mr. Tyler Horner, Superintendent, at (410) 633-9200 ext.: 193 to ensure work complies with the Permit and Canton's safety manual.

A single flagger may cover a limited track length, depending on track curves, sight lines, radio contact, and other factors. The CANTON will determine how many flaggers are needed for a project within the work area.

### Onsite Coordination

- CANTON reserves the right to charge the permittee for time spent by CANTON employees assisting on the project. All attempts should be made by parties intending to work on CANTON land to carefully plan and schedule work before contacting CANTON.
- CANTON does not provide inspectors for permittee/requestor projects. However, CANTON reserves the right to observe a project within its right of way as needed to ensure compliance with the terms and conditions of the Permit.
- CANTON reserves the right to inspect the tracks before and after work is performed above or under its track to ensure no damage (s) has been done to its track. If damage has occurred, Canton will provide the permittee/requestor with documentation, and the damage would be at the sole cost and responsibility of the permittee/requestor.

## Scheduling

- CANTON requires permittee/requestors to submit a request for flagging within **five business days** before the start of work. CANTON will contact the permittee/requestor with dates to provide flagging to accommodate contractors' schedules. However, staffing may be limited during certain times and, thus, may not be available at specific times.
- The minimum flagging protection time for which a permittee/requestor shall be responsible is eight (8) hours per day for each flagger.
- For short duration and call-out flagging needs (e.g., emergencies, high-wide loads at crossings), the minimum flag protection time for which a permittee/requestor shall be responsible is 2.5 hours, regardless of the time the assigned flagger(s) worked.
- No single flagger may work more than 8 hours per day, i.e., 40 hours per week.
- If flagging hours exceed the contractor's onsite work hours, that would include weekend work. The permittee/requestor will be responsible for the additional time required for each flagger to print reports for the day, travel to and from the work site, obtain track authority, set up and tear down equipment, and release track authority. These items are required to guarantee the time allotted for flag protection.
- To avoid flagging charges, flagging requests must be canceled at least 72 hours before the scheduled start of flagging operations. Any cancellations received with less than 72 hours' notice are subject to payment of the minimum daily rate, as determined by CANTON, for the number of flaggers assigned to the project.

## Insurance

The following insurance is mandatory, non-negotiable, and shall be kept in force and maintained during the Permit's life.

- Commercial General Liability Insurance limits not less than One Million Dollars (\$1,000,000.00) per occurrence for claims arising from bodily injuries or death and property damages. With those policies with aggregate limits, a minimum limit of Three Million Dollars (\$3,000,000.00) is required. Such insurance shall include coverage for environmental Liability.
- Business Automobile Liability limits not less than One Million Dollars (\$1,000,000.00) per occurrence for all claims arising from bodily injuries or death and property damages. The insurance shall apply to any owned, non-owned, leased, or hired automobile used in the performance of this Agreement.
- Worker's compensation coverage as required by the State of Maryland and any similar coverage needed for this work by applicable Federal or "other States" state law.
- The Canton RR Railroad Company, its elected/appointed officials, department, employees, agents, and representatives shall be covered by endorsement as additional insureds with respect to Liability arising out of activities performed by or on behalf of the GRANTEE in connection with this Agreement.
- Railroad Protective Liability Insurance – if the requestor engages an outside contractor to improve, maintain, repair, or renew the property, then the permittee, in addition to the insurance, the said contractor shall furnish the CANTON RR with Railroad Protective Liability Insurance Policy having

a combined single limit of not less than \$5,000,000 each and \$10,000,000 in the aggregate applying separately to each annual period.

- Said policy shall cover all loss, damage, or expense arising from bodily injury, property damage liability, and physical property damage attributed to acts or omissions at the job site. The standard for Railroad Protective Liability Insurance is as follows.
- The insurer must be rated A - or better by AN. Best Company, Inc.
- The policy must be written using one of the following combinations, or their future equivalent, of Insurance Services Offices ("ISO") Railroad Protective Liability Insurance Form Numbers:
  - CG00350196 and CG28311093; or
  - CG 00 35 07 98 and CG 28 310798; or
  - CG 00 35 10 01 and CG 00 35 12 04.

The name insured shall read.

The Canton Railroad Company  
1841 S. Newkirk Street  
Baltimore, Maryland 21224  
Attention: Cathy Pope, Director  
Real Estate and Contract Services

The description of the operation must appear on the Declaration, match the project description within the Permit, and include the appropriate project and permit identification number. The access location must appear on the Declarations and include the City, State, and appropriate highway (name/number) near the railroad right of way. ***\*Do not include any references to the milepost on the insurance policy.*** The name and address of the Requestor/Prime/Permittee must appear on the Declarations. The name and address of Canton RR must be identified on the Declarations as the owner. No further revisions are to be made to the design plans for the Access of the Access without the written consent of the Canton RR.

