

ANNUAL REPORT (due March 31)

NAME OF RAILWAY _____ **for Calendar Year** _____

Provide any **new or changed** information.

Position/Title	Name	PERSONNEL		Email address
			Phone #	

Have there been any changes to your (if yes, please attach details):

- Insurance coverage Yes No Amount of insurance _____
- Timetable Yes No
- GOI and/or special instructions Yes No
- Infrastructure* Yes No
- Volume/weight of traffic hauled Yes No
- Number of passengers hauled Yes No
- Dangerous Goods hauled Yes No

* Include changes to track, sidings, buildings, loading facilities, etc.

For EACH subdivision or line or portion of track you operate or are responsible for (add more pages if required):

Name of subdivision, line or track _____

How many trains did you operate (on average)? ____/ day ____/ week ____/ month

Cargo hauled _____

Estimate per year:	Total trains	_____	Total loaded cars	_____
	Total miles	_____	Total empty cars	_____
	Total gross tons	_____	Total passengers	_____

I certify that the information and responses to all questions in this document and any attachments are true, accurate and complete to the best of my knowledge, information and belief.

By entering your name in the "Signature" box, you are signing this Agreement electronically. You agree your electronic signature is the legal equivalent of your manual signature on this Agreement.

Completed By (Please Print): _____

Signature: _____

Title or Position: _____ Date: _____

ANNUAL REPORT REQUIRED DOCUMENTATION
MARCH 31 of each year for the previous calendar year

ATTACH the following documents from the previous calendar year, to this report:

- Evidence of Insurance
- Copy of current TC-approved Safety Management System; updates in subsequent years
- Dates of all TRACK inspection reports, including passive crossings
- Dates of all TURNOUT inspection reports: at least one per calendar quarter
- Dates of any ADDITIONAL TRACK/TURNOUT inspections after storm, fire, flood, etc.
- Dates of VEGETATION CONTROL program work
- Date of GEOMETRY CAR inspection if applicable
- Date of SPERRY CAR inspection if applicable
- Dates of most recent 1/2/4/10 year SIGNAL inspections
- Dates of all weekly, monthly, quarterly and 6-month SIGNAL inspections
- Copies of the current Cab Cards for all LOCOMOTIVES
- Dates of CAR inspections if applicable
- List of current CREW credentials, certifications, medicals, etc. with expiry dates
- Maintenance/Repair ACTION PLAN, based on all the above and the results of last year's compliance and engineer's inspections. It must include a list of work done in 2018, and a schedule of work planned for the upcoming season.

The following documents must be provided upon request of the RSO:

- Selected samples of any reports listed above
- Selected samples of work/rest records
- Geometry car/Sperry car inspection reports, if applicable
- Selected samples of TDG records, if applicable
- Documentation to support inspections, repairs and maintenance (invoices, work orders, etc.)