



Railroad Waybiling Best Practices



© 2024 Railinc. All Rights Reserved.

Last Updated: January 2024

Legal Disclaimer: Any actions taken in reliance on or pursuant to this document are subject to Railinc's Terms of Use, as set forth in <https://public.railinc.com/terms-use>, and all AAR rules.

Table of Contents

Introduction	3
Definitions	3
Determining Waybill Origin & Destination	4
Determining Origin (F9) & Destination (D9) for Linehaul Only Movements	4
Linehaul Movement Examples	4
Determining Origin (F9) & Destination (D9) for Junction Settlement	4
Junction Settlement Examples	5
Determining Origin (F9) & Destination (D9) for Reciprocal Switch	5
Reciprocal Switch Examples	6
Determining Origin (F9) & Destination (D9) for Handling Carriers	8
Handling Carrier Examples	9
Determining Origin (F9) & Destination (D9) for Empty Waybills	10
Haulage	11
Haulage Examples	11
Joint Facility Location	12
Routing	13
Parties	14

Introduction

The purpose of this publication is to document railroad waybilling best practices and thereby serve as a guide for railroads when working with customers and partner railroads to ensure the accuracy of interline waybills. Accurate waybilling facilitates the proper movement of customer shipments, the issuance of accurate freight bills, and dispute free settlements between railroads.

Definitions

The following definitions of commonly used railroad terms have been included to aid in the understanding of the railroad waybilling best practices covered within this guide. Where possible, said definitions were sourced from other industry publications (i.e., [Railway Accounting Rules](#)) to ensure alignment.

Linehaul Carrier/Roadhaul Carrier - A rail carrier that collects or receives revenue, in accordance with the Freight Mandatory Rules, for the movement of freight between two stations that are not located within the switch limits of each other.

Reciprocal Switch - An interline switch that involves the movement of a loaded car from a plant or industry located on one rail carrier to the point of interchange with a connecting linehaul carrier or vice versa, where:

1. The movement occurs within the switch limits of the same station
2. The rail carrier performing the movement is operating as a switch carrier
3. The plant or industry is open, by tariff or special agreement, to the connecting linehaul carrier and
4. The switch charge assessed by the switch carrier against the connecting linehaul carrier for handling the loaded car includes the handling of the empty car in the reverse direction, when applicable

Handling Carrier (HC) - A rail carrier that performs rail service for another rail carrier under an operating agreement for a portion of a rail move but does not participate in interline or switching settlement.

Junction Settlement Carrier - A railroad that participates in waybilling and inter-carrier price negotiations with the customer but is not a party to ISS/RCH settlement. A junction settlement railroad receives its revenue through an agreed arrangement with the connecting interline settlement carrier.

Revenue Station – Point established by a railroad at a location (i.e., SPLC) for revenue purposes.

Revenue Route - A sequence of rail carriers and junction points as defined in a price authority(s) to define an interline rate. A revenue route will either be the same as a movement route for full interline rate application or be a subset of the movement route.

Joint Facility - A Joint Facility situation exists in SCRS when two (2) or more carriers have agreed to utilize the same lead track into the facility. Such situations which would constitute a Joint Facility include when each carrier does its own switching of the industry (including trackage rights situations), or one of

the carriers performs the switching (including situations where carriers alternate switching of industry on a rotating basis, e.g., every five years). When entering a Joint Facility record in SCRS, the switch type code "JF" is used. The switch status is Restricted, and the condition code 'RSJF' should be used.

Determining Waybill Origin & Destination

For rail shipments, the origin (F902) is the revenue capable station of the origin linehaul carrier, and the destination (D902) is the revenue capable station of the destination linehaul carrier.

By definition, reciprocal switching, handling, and junction settlement carriers are not linehaul carriers, and as such they would not be used to determine the revenue capable station.

Determining Origin (F9) & Destination (D9) for Linehaul Only Movements

Movements that do not include any special circumstances.

Linehaul Movement Examples

Fort Worth to Scotford – Physical city different from rail station name

R2*UP*S*EPORT
R2*CPRS*1

F9*53134*FT WORTH*TX*****668200
D9*8518*SCOTFORD*AB*****083481

SCRS Details					
SCRS Details		Price Authority		Charges/Junctions	
SCAC:	CPRS	Location Name:	SCOTFORD	SCRS Customer Details 2028616470000 Customer Name: SHELL CANADA ENERGY DBA Name: CIF: 2028616470000 Merge CIF: Address: 55522 RG RD 214 City: FORT SASKATCHEWAN State: AB Country: CA ZIP: T8L 4A4 Phone: 7809923600	
FSAC:	08518	State/Province:	AB		
CIF ID:	00202861647 0000	OPSL Name:	SCOTFORD		
SPLC:	083481000	CIF Name:	SHELL CANADA ENERGY		
Effective Date:	09-30-2014	DBA Name (if applicable):			
Reciprocal Switch Code:	O - OPEN	Expiration Date:	12-31-9999		
Switch Type Code:		Response Code:	YES - Physically Served		
Absorbed/Unabsorbed Amount:		Absorbed/Unabsorbed Flag:			
Shipment Condition Description:					
Comment:					
Source:	CIF CPRS	Last Timestamp:	09-29-2014 13:14:13		

Determining Origin (F9) & Destination (D9) for Junction Settlement

Waybills covering shipments originated on junction settlement carriers must show the actual origin junction settlement carrier's origin station (FSAC) and city, state in the F905, F906 and F907. The junction settlement carrier must be shown as the first carrier in the route segment. The linehaul carrier's revenue capable FSAC and city, state must appear in the F901, F902 and F903.

Waybills covering shipments terminated on junction settlement carriers must show the actual destination junction settlement carrier's destination station (FSAC) and city, state in the D905, D906 and D907. The junction settlement carrier must be shown as the last carrier in the route segment. The linehaul carrier's revenue capable FSAC and city, state must appear in the D901, D902 and D903.

Junction Settlement Examples

Example 1

ESPN (East Penn Railroad) is a non-ISS participant and junction settlement carrier at Telford, PA. Customer Centennial Energy LLC shows physical served by the ESPN at Quakertown JS FSAC 63500 (Telford).

SCRS Details	Price Authority	Charges/Junctions	Shipment Conditions
SCAC:	ESPN		Location Name: QUAKERTOWN
FSAC:	00420		State/Province: PA
CIF ID:	00802078345	8021	OPSL Name: QUAKERTOWN
SPLC:	207069000		CIF Name: CENTENNIAL ENERGY LLC
Effective Date:	07-31-2020		DBA Name (if applicable):
Reciprocal Switch Code:	R - RESTRICTED		Expiration Date: 12-31-9999
Switch Type Code:	JS - Junction Settlement		Response Code: YES - Physically Served
Absorbed/Unabsorbed Amount:			Absorbed/Unabsorbed Flag:
Shipment Condition Description:	Serving carrier is a junction settlement for CSXT at 63500.		

Junctions			
Row	Rule260 Code	SCAC (Carrier in Route)	select
1	TELFO	CSXT	<input type="radio"/>

Origin

Route: ESPN-JO-TELFO-CSXT-S

F9*18012*TELFORD*PA00420*QUAKERTOWN*PA**

F902- Origin station for movement (corresponding FSAC in F901 should be supplied, but not required per guidelines)

F905, 06, 07 – origin FSAC and station for junction settlement carrier

Destination

Route: CSXT-S-TELFO-ESPN-JD

D9*18012*TELFORD*PA00420*QUAKERTOWN*PA**

D902- destination station for movement (corresponding FSAC in D901 should be supplied, but not required per guidelines)

D905, 06, 07 – destination FSAC and station for junction settlement carrier

Determining Origin (F9) & Destination (D9) for Reciprocal Switch

1. It is preferred to use the interchange junction between the last linehaul carrier and the destination switch carrier.
 - a. Railroads can use the SCRS application to determine the above.
 - b. Rail customers can use Rail Service Finder or contact the appropriate carrier for this information.
2. It is also acceptable to use the serving carriers rail station when the linehaul carrier also uses that station.

Example 1


ATLANTIC FOREST PRODUCTS LLC
 DBA:
 CIF #: 116930698-0000
 7000 FOREST DR
 SPARROWS POINT, MD - 21219.

Serving Carrier	Connecting Carrier	Station Name	State	Status	Service Description
TPR	CSXT, NS	SPARROWS PT	MD	Open	Customer is served by TPR and is open to CSXT, NS . Contact CSXT, NS for freight rates and routing information. Reciprocal switch charges may apply.

SCRS Details		Price Authority		Charges/Junctions	
SCAC:	TPR			Location Name:	SPARROWS PT
FSAC:	00010			State/Province:	MD
CIF ID:	00116930698	0000		OPSL Name:	SPARROWS PT
SPLC:	232357000			CIF Name:	ATLANTIC FOREST PRODUCTS LLC
Effective Date:	12-11-2019			DBA Name (if applicable):	
Reciprocal Switch Code:	O - OPEN			Expiration Date:	12-31-9999
Switch Type Code:				Response Code:	YES - Physically Served
Absorbed/Unabsorbed Amount:				Absorbed/Unabsorbed Flag:	
Shipment Description:					
Comment:					
Source:					

Reciprocal Switch Web | SCRS Customer Details 1169306980000 - Work - Microsoft Edge

<https://www.railinc.com/reciprocalswitch/customerDetail.do?cif=1169306980000>

 **RAILINC**

SCRS

MONTSS: CSXT | Launch Pad | Contact Us

SCRS Customer Details 1169306980000

Customer Name: ATLANTIC FOREST PRODUCTS LLC

DBA Name:

CIF: 1169306980000

Merge CIF:

Address: 7000 FOREST DR

City: SPARROWS POINT

State: MD

Country: US

ZIP: 21219

Phone: 4107528092

Junctions			
Row	Rule260 Code	SCAC (Carrier in Route)	select
1	SPAPT	CSXT	<input type="radio"/>
2	SPAPT	NS	<input type="radio"/>

CSX's rail station associated with SPAPT is Balt Sparrows Point. NS' rail station associated with SPAPT is Sparrows Point. The TPR's rail station is Sparrows PT.

Showing 1 to 3 of 3 entries							
SPLC	SCAC	FSAC	Effective Date	Expiration Date	Junction ABBR	Station Name	St/Prov
232357000	CSXT	70099	2009-03-15	9999-12-31	SPAPT	BALT SPARROWS POINT	MD
232357000	NS	70953	2016-10-20	9999-12-31	SPAPT	SPARROWS POINT	MD
232357000	TPR	00010	2016-11-01	9999-12-31	SPAPT	SPARROWS PT	MD

EDI guidelines state that equipment should be billed using the revenue FSAC of the origin/destination linehaul carrier which means traffic should be billed to either Balt Sparrows Point (70099) or Sparrows Point (70953) – never to Sparrows PT (00010).

Sample routing to this customer:

D9**BALT SPARROWS POINT*MD

...

R2*UP*S*ESTL

R2*CSXT*1

Sample routing from this customer:

F9**BALT SPARROWS POINT*MD

...

R2*CSXT*S*ESTL

R2*UP*1

Example 2

Rail Service Finder shows Chemtrade is served by the NS in Toledo Airline, OH. NS is also open to switch to the AA, CN, and CSXT at Toledo. As the serving carrier, the NS has a registered revenue station at Toledo Airline, OH.

CHEMTRADE SOLUTIONS LLC DBA: CIF #: A00050651-0000 1661 CAMPBELL ST TOLEDO, OH - 43607.					
Serving Carrier	Connecting Carrier	Station Name	State	Status	Service Description
NS	AA, CN , CSXT	TOLEDO AIRLINE	OH	Open	Customer is served by NS and is open to AA, CN , CSXT . Contact NS or AA, CN , CSXT for freight rates and routing information. When NS does not participate in the linehaul route, reciprocal switch charges may apply.

SCAC:	NS	Location Name:	TOLEDO AIRLINE
FSAC:	72028	State/Province:	OH
CIF ID:	00A00050651	OPSL Name:	TOLEDO AIRLINE
SPLC:	343138000	CIF Name:	CHEMTRADE SOLUTIONS LLC
Effective Date:	02-15-2019	DBA Name (if applicable):	
Reciprocal Switch Code:	O - OPEN	Expiration Date:	12-31-9999
Switch Type Code:		Response Code:	YES - Physically Served
Absorbed/Unabsorbed Amount:		Absorbed/Unabsorbed Flag:	
Shipment Condition Description:			

SPLC	SCAC	FSAC	Effective Date	Expiration Date	Junction ABBR	Station Name	St/Prov
343138000	NS	72028	2016-10-20	9999-12-31	ALJCT	TOLEDO AIRLINE	OH

Junctions			
Row	Rule260 Code	SCAC (Carrier in Route)	select
1	TOLED	AA	<input type="radio"/>
2	TOLED	CN	<input type="radio"/>
3	TOLED	CSXT	<input type="radio"/>

If the NS is the origin/destination linehaul carrier, then the origin/destination should be Toledo Airline, OH. If the AA, CN, or CSXT are the origin/destination linehaul carriers, then the origin/destination station would be Toledo which reflects the registered revenue FSAC of those carriers (and also corresponds to the interchange junction). The NS would be listed as the origin/delivery switch.

SPLC	SCAC	FSAC	Effective Date	Expiration Date	Junction ABBR	Station Name	St/Prov
343100000	AA	00001	1997-08-26	9999-12-31	TOLED	TOLEDO	OH
343100000	CN	55465	2012-01-27	9999-12-31	TOLED	TOLEDO	OH
343100000	CSXT	86260	2014-01-01	9999-12-31	TOLED	TOLEDO	OH

Determining Origin (F9) & Destination (D9) for Handling Carriers

- The adopting carrier's rail station should always be used for billing.
 - All handling carrier stations, where customers are served, are adopted by the railroads that have the handling carrier relationship with the handling carrier. The railroad should always have a revenue capable station at the rail station shown on the SCRS record.
 - The purpose of the railroad adopting the handling carrier's rail stations in CSM is so the actual rail stations can be used on billing and pricing.
 - These procedures apply to any carriers with handling carrier relationships, because adopting the handling carrier stations is an industry rule.
 - EDI guidelines state that equipment should be billed using the revenue FSAC spellings of the origin/destination linehaul carrier.

Handling Carrier Examples

Routing:

R2*CSXT*S*ESTL

R2*UP*1

F9**JACKSONVILLE*FL

D9**COFFEYVILLE*KS

Shipper:

N1*SH*CARGILL INC

N3*4325 SPG GROVE AVE

N4*JACKSONVILLE*FL*32209*US

Consignee:

N1*CN*COFFEYVILLE RESOURCES NITROG

N3*701 E MARTIN ST

N4*COFFEYVILLE*KS*673371911*US

PER*NT**TE*6202521900

SCRS Record:

SCRS Details	Price Authority	Charges/Junctions	Shipment Conditions
SCAC:	SKOL		
			Location Name: COFFEYVILLE
			State/Province: KS
FSAC:	61500		OPSL Name: COFFEYVILLE
CIF ID:	00142905293	0000	CIF Name: COFFEYVILLE RESOURCES NITROGEN FERTILIZERS LLC
SPLC:	587970000		DBA Name (if applicable):
Effective Date:	10-24-2013		Expiration Date: 12-31-9999
Reciprocal Switch Code:	R - RESTRICTED		Response Code: YES - Physically Served
Switch Type Code:	HC - Handling Carrier		Absorbed/Unabsorbed Flag:
Absorbed/Unabsorbed Amount:			
Shipment Condition Description:	Serving carrier is a handling carrier for BNSF. Serving carrier is a handling carrier for UP.		
Comment:			
Source:	WEB:ASUMMIT SKOL		Last Timestamp: 10-23-2013 14:04:08

Determining Origin (F9) & Destination (D9) for Empty Waybills

For rail shipments that are empty but require either a revenue or non-revenue movement waybill, the origin station (F902) and destination station (D902) in the empty waybill should each be flagged as a revenue type station within Railinc's Centralized Station Master (CSM).

For verification, the billing road for the empty move should ensure they have a current version of Railinc's CSM file and the location type(s) for each station. In addition, ensure they have the SCAC/FSAC combination used for origin and destination stations are each flagged at a minimum as a Revenue Type or R value within the Location Type field in the rail station details. See a station record example from Railinc's MRIRF application below.

CSM - Centralized Station Master

Station Details: PURCELL ✕

SCAC: BNSF	Location Name: PURCELL
FSAC: 43389	Location Type: R O
Effective Date: 2018-02-21	Location ZIP: 78112
Expiration Date: 9999-12-31	Location State: TX
Expire Code:	Location County: BEXAR
SPLC: 687468000	Latitude: +029.229960
R260 Abbreviation:	Longitude: -098.300261
333 Abbreviation: PURCELL	

By definition, reciprocal switching, handling, and junction settlement carriers are not linehaul carriers, and as such they would not be used to determine the revenue capable station.

Haulage

Haulage agreements take place between two carriers. Customers would not be privy to this agreement, so this section would not be needed in a best practices document that is shared with rail customers.

Given that haulage is an agreement between two carriers the below may not always be true but can be considered general information regarding haulage.

Haulage Definition – When one railroad carries traffic on its own line for the account of another railroad.

- The haulage carrier's participation in the movement should be invisible to the customer and should not be reflected in the interline route.
- The haulage carrier does not participate in the commercial agreement.
- A haulage move can be masked by other types of movements.
- The haulage portion of a move can occur at any point in the movement.

Difference between Haulage and Handling Carrier - A handling carrier is serving a customer on behalf of another carrier. A haulage move is focused on the movement of the car on another carriers tracks from 'point A' to 'point B'. Point B is not necessarily a customer's serving location.

Haulage Examples

If haulage is involved, the customer should refer to the linehaul examples. They do not need to make any specific considerations as far as haulage moves are concerned.

Joint Facility Location

- As with haulage, the nature of the agreement can vary and is invisible to customers.
- It is important that routing properly reflects the intended carrier at the facility, regardless of who actually operates the station.
- For more information regarding Joint Facilities, please refer to the [Serving Carrier Reciprocal Switch \(SCRS\) User Guide](#).

Routing

Route - A sequence of rail carriers and junction points used to define the movement and/or pricing of a rail shipment.

- Route should include all linehaul carriers in the movement regardless of how the shipment is priced. Explanation/example needed of linehaul roles with junctions.
- If you know the waybill route for your movement but have questions about how to enter it on your bill of lading (BOL), contact the customer service department of your origin linehaul carrier or for the carrier that serves your location.
- If you do not know your waybill route, contact the pricing/marketing representatives at the railroads you will be utilizing.

Parties

Define different types of parties and how they are used. For additional definitions, users can refer to the Rail Front Matter in the EDI guidelines:

- **Shipper (SH)** – The party who is shipping the goods and the party considered to be the owner of the goods. The physical rail location of the shipment, unless the ‘Party at Pick-Up Location’ (PU) party is specified.
- **Consignee (CN)** – The party who is to receive the goods in the shipment at the destination and is presumed to be the owner or lawfully entitled to the possession of the goods. The physical point of delivery unless an ‘In Care Of’ (C1) party is specified.
- **Party to Receive Freight Bill (PF)** – The party and mailing address where the freight bill for transportation charges will be sent.
- **Notify Party No. 1 (N1)** – If used, then the PER segment will be used to pass communication numbers (i.e., phone, fax, or data). The party to be notified of an intermodal shipment’s arrival at destination.
- **Beneficial Owner (BO)** – The party on whose behalf the shipment is being handled by the third-party. Considered to be the legal owner of the goods in the shipment and is primarily used in intermodal shipments tendered and consigned by agents or brokers.
- **Ultimate Consignee (UC)** – In rail transportation, this party is a non-rail destination, used in intermodal shipments to relay the party name and address beyond the rail destination. The ultimate receiver of the shipment.
- **Rule 11 Payer (11)** – The party and mailing address where the freight bill for each individual carrier’s freight charges will be sent. This party has no direct relationship to prepaid or collect status of the shipment.
- **In Care of Party (C1)** – The party who is to physically receive the shipment at destination. This party will take the delivery of the shipment and may be responsible for destination demurrage charges associated with the shipment.
- **Pick up Party (PU)** – The party at the physical location where the rail shipment is to be picked up. In absence of other instructions, this is the entity to whom the empty private car will be returned as the care-of party.
- **Freight Forwarder (FW)** – Required for transborder shipments destined to Mexico to identify the party to notify at the border.
- **Broker Parties (XR, XU, XQ, XB)**
- **Ship From (SF)** – In rail transportation, this party is a non-rail origin, used in intermodal shipments to relay the party name and address prior to the rail origin. The party at the actual origin location, physically originating a shipment.

For each waybill party, the address and state (within N3 and N4) is strongly encouraged.

- For the N4, the physical city and state should be referenced (not the location name for the rail station).