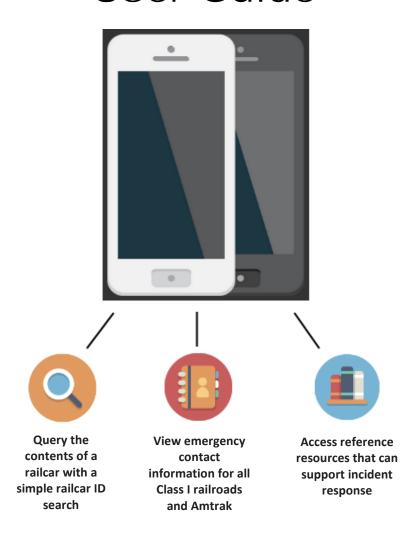


(Internet Ready Device Version)

User Guide



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Table of Contents

Learning about AskRail	
Overview	
System Requirements	
Accessing AskRail Technical Support	
Getting Started	3
Gaining Access to AskRail IRD	
Register to Use Railinc SSO	
Logging In	
Logging Out	
Looking Up Railcar Contents	5
Locating the Equipment ID	
Searching for and Viewing Railcar Contents	
Contacting Railroads and Emergency Response Resources	
Contacting the Railroads	
Contacting Emergency Response Resources	
Looking Up Information about Hazardous Materials	
Viewing the Hazardous Materials List	
Viewing the Top 125 Hazardous Materials List	
Viewing the Emergency Response Guidebook	
Viewing Isolation Zone Information	
Using AskRail to View Information about an Entire Train	
Glossary	

Learning about AskRail

Important:

Upon arriving at a rail incident, an emergency responder should first attempt to locate the train's conductor and get the train consist, which is a document that describes the make-up of the train. If the conductor is not available, the emergency responder can obtain the train consist by contacting the railroad directly. The emergency responder can also use AskRail® to query the Equipment ID for a specific railcar to find out its contents.

AskRail displays the last known information about railroad equipment contents. This information is expected to be current and correct; however, it may not be due to various data quality impediments or delays in data transmission. It is recommended that emergency responders use AskRail temporarily for safety isolation, evacuation, and/or assessment from a distance while securing the proper shipping paper. The train consist or waybill should be secured before offensively approaching the railcar. The AskRail application should only be utilized by industry-qualified hazmat emergency responders.

Note: The sequencing of the cars in the application may not match the sequencing of the cars on the paper consist, which is the compliance document and takes precedence in any discrepancy.

Overview

AskRail is a free application that provides immediate access to accurate, near real-time information about railcars carrying hazardous materials on a train. It serves emergency responders who arrive first to the scene of a rail incident and helps them make informed decisions about how to respond to a rail incident. AskRail is available as a mobile application and as an internet-ready application:

- AskRail Mobile (or simply AskRail), is available through the Apple App Store (for iOS devices) and Google Play (for Android devices).
- AskRail Internet Ready Device (or AskRail IRD) is available through Railinc (contact your sponsoring railroad for access). This version can be used on any functioning browser.

This document describes AskRail IRD. Most functionality is similar to the mobile version.

Because certain information available through AskRail is sensitive, only qualified users and users who have completed industry-sponsored training for emergency responders, have registered for a Railinc Single Sign-On (SSO) ID, and have validated their email address with Railinc can gain access to AskRail Internet Ready Device. Note that the railcar lookup functionality should only be used for actual emergency situations and/or training purposes.

As an emergency responder and authorized user, you can use AskRail to:

- Query the contents of a railcar with a simple Equipment ID search to see whether a railcar is carrying hazardous materials. AskRail returns the following information:
 - Loaded or empty status
 - Weight of the shipment

- United Nations/North America (UN/NA) Identification Number for any located hazardous materials
- o Proper shipping name (PSN) for the railcar's contents
- o Technical name of hazardous materials (if available)
- o Hazard class for the railcar's contents
- o Poison Inhalation Hazard information (if applicable)
- Railroad name
- o Railroad's emergency contact information
- View information about locomotives and end-of-train devices, including the fuel capacity
 of locomotives.
- Read published guidance about how to respond to situations involving any located hazardous materials.
- Read published guidance about isolation zones for certain hazardous materials.
- View a list of the Top 125 hazardous materials most commonly shipped via rail as
 reported in the latest AAR/BOE Annual Report of Hazardous Materials Transported by
 Rail. This list represents aggregated data from the North American freight rail industry,
 measured by loaded tank car originations during a calendar year.
- Access a list of emergency contact phone numbers for all seven Class I railroads (the largest freight railroads) and Amtrak passenger railroad.
- Access contact information for Emergency Response Resources.

AskRail IRD has two levels of functionality, depending on user permission:

- Single car lookup returns information about an individual railcar.
- *Consist lookup* returns information about individual railcars plus full consist details (i.e., returns information for all railcars on a train).

This User Guide is focused mainly on the single car lookup. For information about consist lookup, see "<u>Using AskRail to View Information about an Entire Train</u>" on page 16.

For more information, refer to the following:

AskRail home page at http://www.askrail.us/	Contains basic information about AskRail.
Emergency Response Guidebook (ERG)	Provides information about hazardous materials and guidance for incident response.

System Requirements

AskRail IRD can be used on any device with a functioning internet browser.

Accessing AskRail Technical Support

The Customer Support Center provides reliable, timely, and high-level support for AskRail. Representatives are available to respond to emails from 7:00 a.m. to 7:00 p.m. Eastern time, Monday through Friday. To access AskRail Technical Support, send an email directly to support@askrail.us.

Getting Started

AskRail Internet Ready Device (AskRail IRD) is available through the Railinc Single Sign On (SSO), which can be accessed from the Railinc portal at http://www.railinc.com. The SSO log in is located at the upper right of the page.

Gaining Access to AskRail IRD

To gain access to AskRail IRD, you must contact a Class I railroad for sponsorship.

Once you attain sponsorship, you need to register to use Railinc SSO, which is the interface that provides access to AskRail IRD.

Register to Use Railinc SSO

Each AskRail IRD user must register to use Railinc Single Sign On. Refer to the *Railinc Single Sign On/Launch Pad User Guide* for information about the use of Railinc Single Sign On.

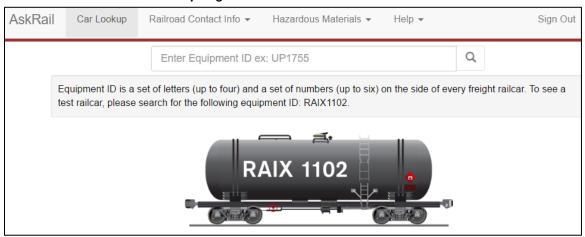
Once you have attained sponsorship and have completed your SSO registration, you can log in to AskRail IRD.

Logging In

To log into AskRail IRD:

- 1. Open your internet browser.
- 2. Open the Railinc portal at http://www.railinc.com.
- 3. Log in to SSO (at upper right).
- 4. Select the **My Applications** link. Your authorized Railinc applications are displayed.
- 5. Select AskRail Internet Ready Device.
- 6. The AskRail IRD Car Lookup page is displayed (see Exhibit 1).

Exhibit 1. AskRail IRD Car Lookup Page



Continue by selecting an AskRail IRD application menu item (refer to <u>Exhibit 2</u>). AskRail IRD has the following menu items:

Exhibit 2. AskRail IRD Menu Items

Car Lookup	Enables users to search for and view railcar contents. See "Looking Up Railcar Contents" on page 5.
Railroad Contact Info	Provides railroad and emergency response resource contact information. See "Contacting Railroads and Emergency Response Resources" on page 10.
Hazardous Materials	Enables users to research information about hazardous materials. See "Looking Up Information about Hazardous Materials" on page 12.
Help	Enables users to access the "About" page, which provides basic information about AskRail and contains a link to the <i>Field Guide to Tank Cars</i> as well as a link to the <i>AskRail User Guide</i> .

Logging Out

Select the **Sign Out** link to end an AskRail IRD session. You are returned to the SSO Login Page.

If your session has been idle for more than 30 minutes, a warning message is displayed and you must log back in as directed.

Looking Up Railcar Contents

As an emergency responder, you can use AskRail IRD to search the contents of an individual railcar or an entire train – see "<u>Using AskRail to View Information about an Entire Train</u>" on page 16 for more information). A single railcar search returns information describing whether the contents of the railcar are hazardous or non-hazardous, whether the railcar is loaded or empty (or has dangerous residue), the quantity of material contained, the Proper Shipping Name (PSN), the Technical Name (if available), the Hazard Class, the UN/NA Identification Number, Poison Inhalation Hazard (if applicable), the name of the handling railroad, and the railroad's emergency phone number. AskRail should be used when the train consist is not available or while waiting for the proper shipping document to be secured from the railroad representative.

Locating the Equipment ID

To search the contents of an individual railcar, you first need to locate the Equipment ID for that railcar. The Equipment ID is a set of letters (up to 4) and numbers (up to 6) on the side and each end of every railcar that serves as a unique identifier for that piece of railroad equipment (for example, in Exhibit 3, the Equipment ID is "ARTX 275724").

Exhibit 3. Locating the Equipment ID





For Intermodal Shipments (Containers): For intermodal shipments that have a container on a railcar, each container has a Container Number, which is similar to an Equipment ID. To check the contents of a container, be sure to enter the Container Number in the AskRail Search field – do not enter the railcar Equipment ID. The letters in a Container Number always end in "U". If there are seven digits in the Container Number, do not enter the last (seventh) digit in the AskRail Search field – this is a check digit that verifies the validity of the Container Number.

Searching for and Viewing Railcar Contents

Once you have located the Equipment ID on the side of the railcar (the Equipment ID may also be located on the end of the railcar), use the following procedure to look up information about railcar contents:

1. Open the AskRail application. The AskRail Car Lookup page is displayed (see <u>Exhibit 4</u>).

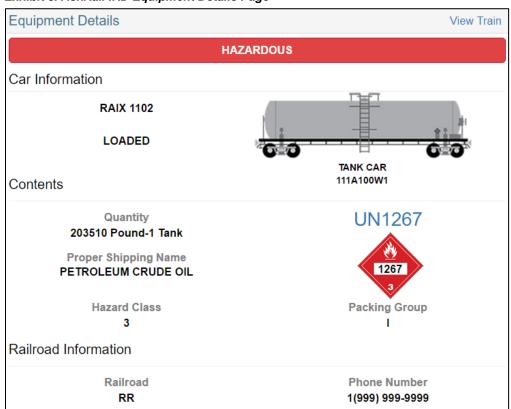
Exhibit 4. AskRail IRD Car Lookup Page



2. Enter the railcar's Equipment ID in the field at the top of the Car Lookup page, and select the magnifying glass icon (Q). The Equipment Details page is displayed (see <u>Exhibit 5</u>).

Note: You can enter "RAIX1102" as a test Equipment ID.

Exhibit 5. AskRail IRD Equipment Details Page



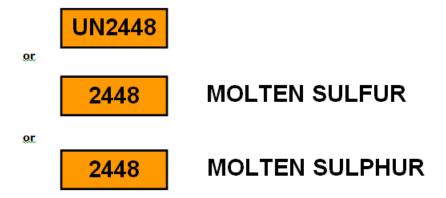
The Car Lookup page displays the following information:

Equipment ID	A set of letters (up to 4) and numbers (up to 6) on the side and each end of every railcar that serves as a unique identifier for that piece of equipment.
Loaded/Empty	Indicates whether the railcar is loaded, empty, or contains residue.
Hazardous/ Non-Hazardous Status	 If the railcar is carrying hazardous material, the word "Hazardous" is displayed in red (i.e., HAZARDOUS). If the railcar is carrying non-hazardous material, the word "Non-Hazardous" is displayed in green (i.e., NON-HAZARDOUS).
UN/NA ID	You can select the UN/NA Identification Number to link to corresponding text in the Emergency Response Guidebook (ERG) (see "Viewing the Emergency Response Guidebook" on page 14). United Nations/North American (UN/NA) Identification Numbers are four-digit numbers used to identify hazardous chemicals or classes of hazardous materials in the transportation industry. A chemical in its different physical states (e.g., solid, liquid, or gaseous) may receive multiple UN numbers if the hazardous properties differ significantly between states (for example, "Nitrous Oxide, compressed" is UN1070; however, "Nitrous Oxide, refrigerated liquid" is UN2201). Substances with different levels of purity (or concentration in solution) may also receive different UN numbers. Non-hazardous materials do not have UN numbers. North American (NA) numbers (also known as DOT numbers) are similar to UN numbers. Refer to 49 CFR 172.101 Purpose and use of hazardous materials table for additional information about UN numbers and NA numbers.
Proper Shipping Name / Description of Non-Hazardous Materials	A name that identifies the hazardous material being shipped. Refer to 49 CFR 172.101 Purpose and use of hazardous materials table for additional information. If the material being shipped is non-hazardous, a short description is included instead of the Proper Shipping Name. Note: For non-hazardous bulk shipments, the description is displayed; however, for non-hazardous materials shipped in intermodal containers/trailers, this field is blank.
Technical Name	A name that augments the Proper Shipping Name. If available, the Technical Name of the hazardous material being shipped is displayed in parenthesis below the Proper Shipping Name.
Inhalation Hazard	Depending on the hazardous material, "Poison Inhalation Hazard" or "Inhalation Hazard" is displayed if the hazardous material being shipped is a substance that exhibits an inhalation hazard.

Hazard Class Hazardous materials are divided into the following classes (and several subcategories) on the basis of the specific chemical characteristics producing the risk: Numbered Hazard Classes and Divisions 1 - Explosives 1.1 - Explosive with mass explosion hazard 1.2 - Explosive with projection hazard 1.3 - Explosive with predominately fire hazard 1.4 - Explosive with no significant blast hazard 1.5 - Very insensitive explosive: blasting agent 1.6 - Extremely insensitive detonating substance 2 - Gases 2.1 - Flammable gas 2.2 - Nonflammable, nonpoisonous (nontoxic) compressed gas 2.3 - Gas poisonous (toxic) by inhalation 3 - Flammable Liquids 4 - Flammable Solids and Reactive Solid/Liquids 4.1 - Flammable solid 4.2 - Spontaneously combustible material 4.3 - Dangerous when wet material 5 - Oxidizers and Organic Peroxides 5.1 - Oxidizer 5.2 - Organic peroxide 6 - Poisonous (Toxic) Materials and Infectious Substances 6.1 - Poisonous (toxic) material 6.2 - Infectious substance 7 - Radioactive Materials 8 - Corrosive Materials 9 - Miscellaneous Hazardous Materials Worded Hazard Classes Combustible Liquids (regulated in bulk packagings; also regulated in non-bulk packagings if a hazardous substance, hazardous waste or marine pollutant) ORM-D (Other Regulated Materials - D) - (exempt from placarding and labeling in rail transportation, but subject to packaging, marking, and possibly shipping paper requirements) **Note:** The Hazard Class is often indicated by a diamond-shaped sign, with the number of the class written on the sign (see the graphic on the right and the notes following this table). Railroad Name (mark) of the handling railroad. **Railroad Phone** Emergency contact phone number for the handling railroad. **Note:** Emergency contact information for some Short Line railroads may not be available at this time.

Notes about placards and hazardous materials regulations:

- The placard image displayed in AskRail is expected to be correct; however, it may not be due to various data quality impediments or delays in data transmission. The paper consist is the compliance document and takes precedence in any discrepancy.
- There are many differences between the Canadian and U.S. Regulatory Agency Rules; and specific rules may apply to certain materials. For example: Molten Sulphur is a regulated substance and subject to Special Provision 32 in Canada and Special Provision 30 in the U.S., which exempts it from placarding requirements. A tank car of Molten Sulphur will be marked in one of the following ways:



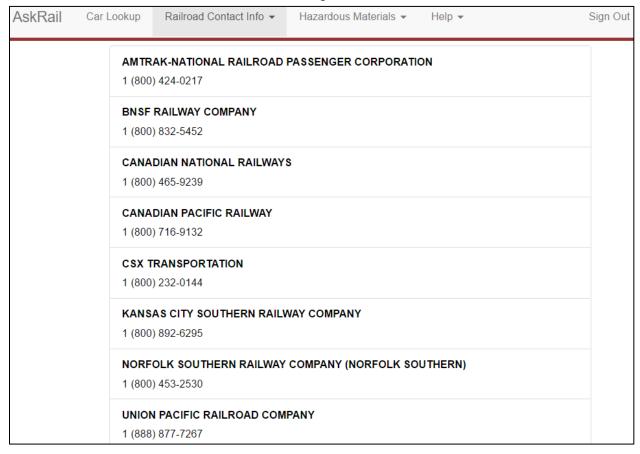
Contacting Railroads and Emergency Response Resources

AskRail provides information that enables you to contact the Class I Railroads, Amtrak, and emergency response resources.

Contacting the Railroads

To look up contact information for the Class I freight railroads and Amtrak passenger railroad, select the **Railroad Contact Info** menu item at the top of the page, and then select **Railroad Contact Info**. The Railroad Contact Information page is displayed (see Exhibit 6).

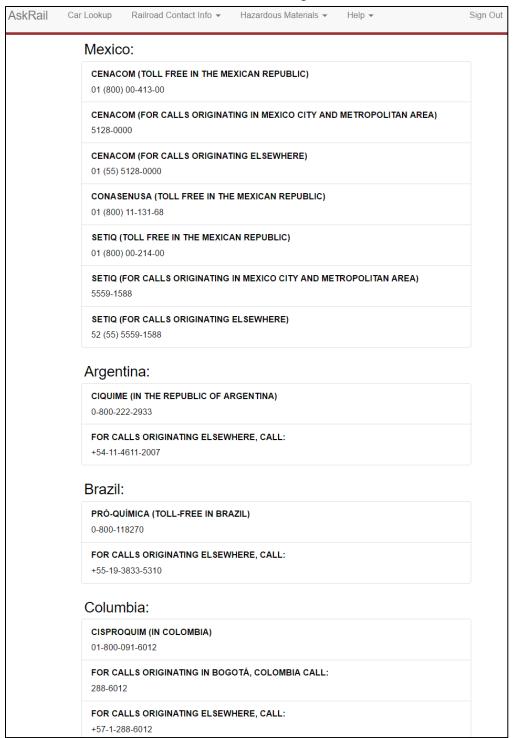
Exhibit 6. AskRail IRD Railroad Contact Information Page



Contacting Emergency Response Resources

To look up contact information for the emergency response resources listed in the Emergency Response Guidebook, select the **Railroad Contact Info** menu item at the top of the page, and then select **ERG Contacts**. The ERG Contacts page is displayed (see Exhibit 6).

Exhibit 7. AskRail IRD ERG Contacts Information Page



Looking Up Information about Hazardous Materials

AskRail enables you to look up information about hazardous materials. You can view the following information:

- Hazardous Materials List
- Top 125 hazardous materials most commonly transported by rail
- ERG Guides

Viewing the Hazardous Materials List

To view information about hazardous materials, select the **Hazardous Materials** menu item at the top of the page, and then select **Hazardous Materials**. The Hazardous Materials page is displayed (see <u>Exhibit 8</u>).

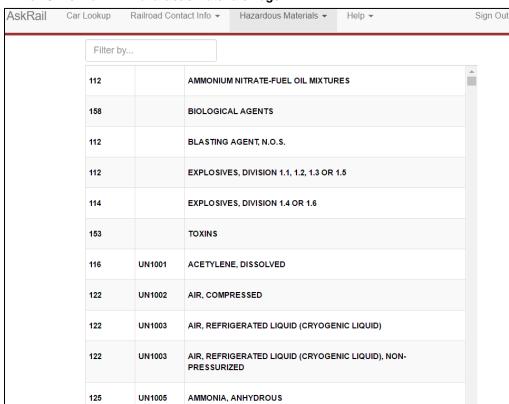


Exhibit 8. AskRail IRD Hazardous Materials Page

The Hazardous Materials page provides a listing of hazardous materials, including the ERG number (see "<u>Viewing the Emergency Response Guidebook</u>" on page 14), the UN/NA Identification Number (a 4-digit code used to identify hazardous materials), and the Proper Shipping Name (PSN).

You can scroll through the list, or use the filter to narrow the results. To use the filter, simply type the string you are looking for (numbers and/or characters) in the "Filter by..." box. The filter applies to any and all columns, and it operates as you type.

Once you locate a material to research, select its ERG number, UN/NA Identification Number, or Proper Shipping Name to view pertinent information. The Options popup is displayed (see <u>Exhibit 9</u>).

Exhibit 9. AskRail IRD Options Popup



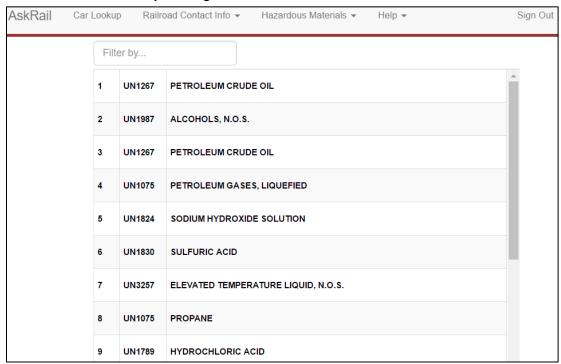
Use the Options popup to select the type of information you want to view:

- Emergency Response Guidebook (ERG) information (see "<u>Viewing the Emergency Response Guidebook</u>" on page 14).
- Isolation Zone information (see "Viewing Isolation Zone Information" on page 15).

Viewing the Top 125 Hazardous Materials List

To view information about the 125 hazardous materials most commonly transported by rail, select the **Hazardous Materials** menu item at the top of the page, and then select **Top 125**. The Top 125 page is displayed (see Exhibit 10).

Exhibit 10. AskRail IRD Top 125 Page



The Top 125 page displays the Top 125 ranking number, the UN/NA Identification Number (a 4-digit code used to identify hazardous materials), and the Proper Shipping Name (PSN) for the 125 hazardous materials most commonly transported by rail.

Filter and select items on this page in the same way as you would when using the Hazardous Materials page (see "Viewing the Hazardous Materials List" on page 12).

Viewing the Emergency Response Guidebook

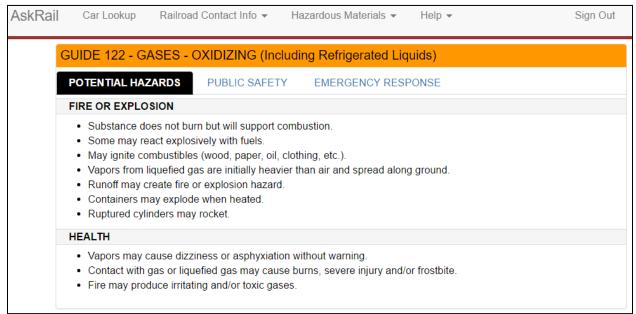
The <u>Emergency Response Guidebook (ERG)</u> consists of numbered guides that describe the potential hazards of a hazardous material, the public safety actions to take in case of an incident involving the material, and the emergency response procedure for the material.

To view ERG information, select the **Hazardous Materials** menu item at the top of the page, and then select **ERG Guides**. The ERG Guides page is displayed (see Exhibit 11).

Note: You can also access the Emergency Response Guidebook by:

- Selecting the UN/NA Identification Number link or the placard on the Equipment Details page after performing a Car Lookup (see "<u>Searching for and Viewing Railcar Contents</u>" on page 6).
- Selecting a hazardous material while viewing the Hazardous Materials page (see "Looking Up Information about Hazardous Materials" on page 12)
- Selecting a hazardous material from the Top 125 page (see "Viewing the Top 125 Hazardous Materials List" on page 13).

Exhibit 11. AskRail IRD Emergency Response Guidebook Page



The Emergency Response Guidebook contains information about dangers associated with hazardous materials as well as guidance for responding to an incident involving that material. Select **Potential Hazards**, **Public Safety**, and/or **Emergency Response** for specific, targeted information.

Viewing Isolation Zone Information

The "Initial Isolation Distance" is a distance within which all persons should be considered for evacuation in all directions from the actual spill/leak source. For more information, refer to the <u>Emergency Response Guidebook (ERG)</u>.

To view Isolation Zone information, locate a hazardous material on the Equipment Details page or the Train Details page and select the UN/NA Identification Number or the placard. The Options popup is displayed (see Exhibit 11).

Exhibit 12. AskRail IRD Options Popup



Select View Isolation Zones. AskRail displays Isolation Zone information, if available (see Exhibit 13).

Exhibit 13. AskRail IRD Isolation Zone Information

					Small Spills Large Spills						pills											
	First			irst	Then				F	First Then												
					Day		Night				Day (wind)					Night (wind)						
ID No.	Guide	Material	m	ft.	km.	mi.	km.	mi.	m	ft.	Low km.	Low mi.	Mod km.	Mod mi.	High km.	High mi.	Low km.	Low mi.	Mod km.	Mod mi.	High km.	High mi.
1005	125	Anhydrous ammonia	30.0	100.0	0.1	0.1	0.2	0.1	300.0	1000.0	1.7	1.1	1.3	0.8	1.0	0.6	4.3	2.7	2.3	1.4	1.3	0.8
1005	125	Ammonia, anhydrous	30.0	100.0	0.1	0.1	0.2	0.1	300.0	1000.0	1.7	1.1	1.3	0.8	1.0	0.6	4.3	2.7	2.3	1.4	1.3	0.8

AskRail lists Initial Isolation and Protective Action Distances for certain Toxic Inhalation Hazard materials that may be more commonly encountered. These materials are:

- Ammonia, anhydrous (UN1005)
- Chlorine (UN1017)
- Ethylene oxide (UN1040)
- Hydrogen chloride, anhydrous (UN1050) and Hydrogen chloride, refrigerated liquid (UN2186)
- Hydrogen fluoride, anhydrous (UN1052)
- Sulfur dioxide/Sulphur dioxide (UN1079)

Note: For all other materials, AskRail displays "No Isolation Zone Data Found".

As shown in Exhibit 13, AskRail provides Initial Isolation (First) and Protective Action Distances (Then) for small spills and large spills (more than 208 liters or 55 US gallons). It lists distances for spills involving different container types (and therefore different volume capacities), for day-time and night-time situations, and for different wind speeds (large spills only). See Exhibit 14 for wind speeds.

Exhibit 14. Estimating Wind Speed from Environmental Clues

mph	km/h	Wind Description	Specifications
< 6	< 10	Low wind	Wind felt on face; leaves rustle; ordinary vane moved by wind
6 – 12	10 – 20	Moderate wind	Raises dust, loose paper; small branches are moved
> 12	> 20	High wind	Large branches in motion; whistling heard in telephone wires; umbrellas used with difficulty

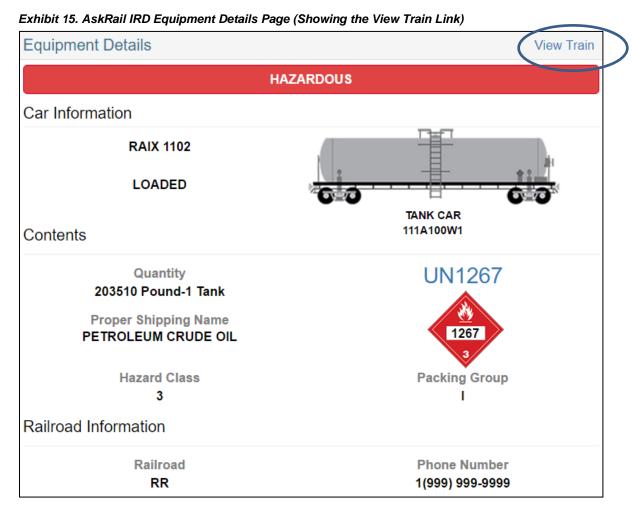
Using AskRail to View Information about an Entire Train

If you have been granted the appropriate permissions, you can enter an individual equipment ID in AskRail and view information for that piece of equipment as well as for all of the pieces of equipment in the consist (i.e., the entire train). This is referred to as the *consist lookup*.

Note: Consist lookup is generally restricted to Department Chiefs, Directors, Chief Officers, Company Officers, and designees of the Chief such as firefighters in charge of a hazmat team (exceptions may apply due to regional differences).

If you have permissions for the consist lookup functionality, a blue **View Train** link is displayed at the top right of the Equipment Details page when you look up railcar contents (described in "<u>Looking Up</u> <u>Railcar Contents</u>" on page 5). The View Train link is circled in <u>Exhibit 15</u>.

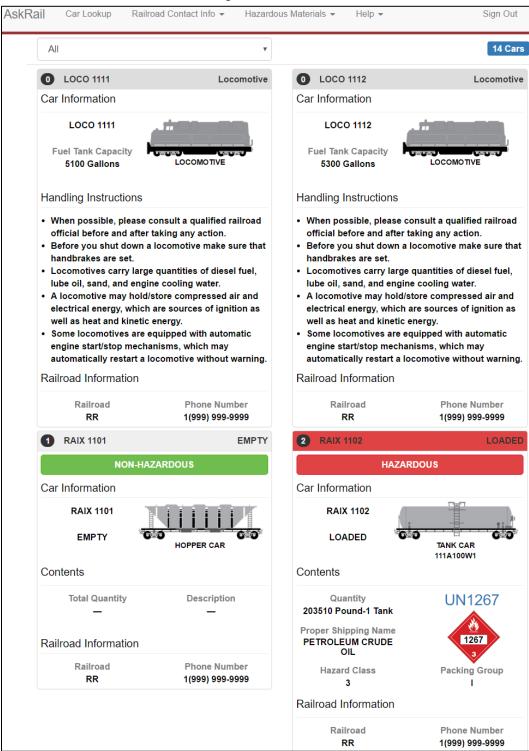
Note: You can use RAIX1102 as a test/demo railcar, and then select **View Train** to view a test/demo consist.



To view the contents of the entire train, select the **View Train** link. The Train Details page is displayed (see Exhibit 16).

Note: If you search for the Equipment ID of a container or trailer, the full consist information is not returned (the **View Train** link is not displayed). To see the train lineup, search for the number of the intermodal flat car the container is on (or search for the Equipment ID of an actual railcar in the lineup).

Exhibit 16. AskRail IRD Train Details Page



The Train Details page displays information about each locomotive, railcar, and end-of-train device in the consist. Note that you can use the box at the top of the page to filter by "Hazardous" or "Non-Hazardous".

Important: The sequencing of the cars in the application may not match the sequencing of the cars on the paper consist, which is the compliance document and takes precedence in any discrepancy.

The Train Details page is similar to the Equipment Details page (described in "Looking Up Railcar Contents" on page 5) except that it shows the number of cars in the train and provides a scrollable view of the contents of the locomotives and railcars that comprise the train. The page shows a total count of cars in the consist (locomotives and end-of-train devices are not counted), lists the equipment IDs in their order of appearance on the train, and displays a number indicating the order (i.e., the first railcar is listed as number "1", the second railcar is listed as number "2", etc.).

Important: For Union Pacific (UP) trains, the line-up (consist) is sequenced from the rear forward. This means that for UP only, the railcar listed as number "1" is actually at the rear of the train.

If the equipment ID is red, this indicates at a glance that the railcar contains hazardous material or hazardous residue. You can also see whether the railcar is loaded, empty, or contains residue.

To view the contents of any railcar on the train, simply scroll up or down.

While viewing railcar contents, you can select a hazardous materials UN/NA ID or placard to view information about hazardous materials, and view contact information for the railroad responsible for the train (see "Searching for and Viewing Railcar Contents" on page 6).

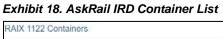
Note: When viewing a consist lookup, the same railroad contact number is listed for all of the pieces of equipment on the train.

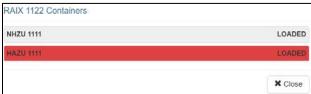
For a railcar carrying container(s), AskRail displays a View Containers button (see Exhibit 17).

RAIX 1122 LOADED Car Information **RAIX 1122** LOADED INTERMODAL FLAT CAR Contents **View Containers**

Exhibit 17. AskRail IRD Train Details Page (Showing a Railcar Carrying Containers)

Select the View Containers button to view the containers carried by the railcar. AskRail IRD lists the containers' Equipment ID(s) and their loaded/empty status. Any containers carrying hazardous materials are highlighted in red (see Exhibit 18).





Select a container's Equipment ID to view detailed information about the material in the container. Select **Close** when you have finished viewing container information.

When you have finished viewing the contents of the train, select an AskRail IRD menu item to perform another task.

Glossary

Emergency Response Guidebook — The guidebook for first responders during the initial phase of a dangerous goods/hazardous materials transportation incident. This guidebook was developed jointly by Transport Canada (TC), the U.S. Department of Transportation (DOT), the Secretariat of Transport and Communications of Mexico (SCT) and with the collaboration of CIQUIME (Centro de Información Química para Emergencias) of Argentina, for use by fire fighters, police, and other emergency services personnel who may be the first to arrive at the scene of a transportation incident involving dangerous goods/hazardous materials.

Handling Railroad — The name of the railroad that is handling the shipment.

Hazmat Hazard Class — The specific hazard classification prescribed for the proper shipping name as listed in dangerous goods/hazardous materials transportation regulations.

Initial Isolation Distance — A distance within which all persons should be considered for evacuation in all directions from an actual spill/leak source. For more information, refer to the Emergency Response Guidebook (ERG).

Poison Material Indicator — A code that indicates specific statements required for a material with an inhalation hazard, when shipped to the US (I = Inhalation hazard; B = Poison inhalation hazard). After performing a Car Lookup, if a code is returned, either "Inhalation hazard" or "Poison inhalation hazard" is displayed under the placard on the Equipment Details page for materials with an inhalation hazard. See "<u>Searching for and Viewing Railcar Contents</u>" on page 6 for more information.

Proper Shipping Name (PSN) — The Proper Shipping Name contains the hazardous materials shipping name(s) required by dangerous goods/hazardous materials transportation regulations.

Technical Name — A name that augments a Proper Shipping Name.

UN/NA Identification Number — The United Nations/North America (UN/NA) Identification Number.