



Suggested Hopper Car Unloading Guidelines

1. Unloading operations should be performed by persons authorized and instructed in hopper car unloading and safety.
2. Brakes should be set and wheels chocked on all cars being unloaded. Further protection should be provided by installing and locking a derail device or locking out the track switch leading to the rail siding on which the car is located.
3. Caution signs should be placed on the track or cars to give necessary warning to persons approaching the cars from the open end of the siding. The signs should remain in place until unloading is completed.
4. Cars should be properly electrically grounded before unloading begins.
5. Before starting the vacuum system, the hatch cover should be opened for the compartment to be unloaded. An exception is for the DUPX cars which are stenciled: “NOTICE: VENTED HOPPER CAR – IT IS NOT NECESSARY TO OPEN HATCH COVERS TO UNLOAD THE CAR.”
6. Open the outlet caps on both ends of the unloading tube and attach the vacuum hose to the nozzle.
7. Rotate the handle to the open position and start the vacuum unloading system. Adjust the flow rate by positioning the handle between the open and closed positions.

PLEASE NOTE: For cars with gates showing a “far side” and a “near side” open position, rotate the handle to “far side” open position and adjust the flow rate by positioning the handle between the “open” and “closed” positions. Once the “far side” is completely unloaded, rotate the handle to the “near side” open position and adjust for flow to complete the unloading operation.
8. When compartment unloading is complete:
 - A. Shut off vacuum unloading system.
 - B. Verify compartment is empty.
 - C. Rotate unloading outlet handles to the closed position.
 - D. Remove unloading hoses.
 - E. Put outlet covers back on unloading outlet and secure with latch.
 - F. Close all top hatch covers and secure with latch.

NOTE: In the event a hopper car is partially unloaded, it must be balanced before shipping (product should be in each end compartment or both ends empty and product in one or both middle compartments).
9. Follow steps 5 through 8 for each compartment.
10. When the hopper car has been completely unloaded, check to ensure that all the outlet caps and hatch covers are properly secured, then disconnect the grounding connections and prepare the car for shipment.

NOTE: Before shipping, ensure all unloading valves are completely closed.

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