



LIVE STOCK

Now that it's in our care—

**Load it Properly
Move it Promptly
Handle Carefully**



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To all Santa Fe Employees concerned with the handling of live stock

The object of this pamphlet is to disseminate practical and proper methods for the loading and handling of live stock. In the preparation thereof, no attempt has been made to cover any of the classification requirements, quarantine rules and regulations, etc., involved in the loading, billing, shipping and movement of live stock. Information contained herein is not to be construed as superseding any rules or regulations carried in any applicable tariff, or in Santa Fe Circular No. 2240 or reissues thereof.

To stress the importance of properly handling live stock you will find herein a statement of claim payments for the past five years. This statement clearly indicates that all of us concerned with the handling of live stock must give it our best attention, as improper handling is not only costly to the Santa Fe but to our shipper friends as well.

W. E. GOODLOE
General Live Stock Agent
Kansas City, Mo.

January 1, 1946

SYSTEM CLAIM PAYMENTS ON LIVE STOCK!

1944	\$298,388.36
1943	\$260,804.84
1942	\$152,405.95
1941	\$ 98,418.52
1940	\$ 85,065.48

*almost
a million dollars
in 5 years*

The above payments segregated as to causes

	1944	1943	1942	1941	1940	TOTAL
Shortage.....	\$ 29,670.17	\$ 16,499.55	\$ 9,620.51	\$ 3,903.45	\$ 3,329.55	\$ 63,023.23
Unlocated Damage.....	226,772.53	212,251.75	103,959.42	78,801.18	70,700.51	692,485.39
Rough Handling.....	2,101.90	3,550.07	1,934.58	1,416.81	721.43	9,724.79
Defective Equipment ...	823.03	463.31	196.12	528.65	204.24	2,215.35
Delay.....	15,020.99	13,425.74	9,406.48	7,465.08	4,281.89	49,600.18
Theft.....			1.29			1.29
Wreck.....	1,623.07	4,542.42	11,154.63	1,395.76	104.80	18,820.68
Fire.....			888.20	100.82	835.47	1,824.49
Error of Employee.....	22,376.67	10,072.00	15,244.72	4,806.77	4,887.59	57,387.75
Total.....	\$298,388.36	\$260,804.84	\$152,405.95	\$ 98,418.52	\$ 85,065.48	\$ 895,083.15

\$895,083.15

This is the amount paid
by Santa Fe System Lines
on Live Stock claims
1940 through 1944

**HELP
STOP
IT!**



IT IS A SHAME—After so much time, money, and effort has been expended in preparing live stock for market, that in the last stages of handling before converting it into meat, so much is lost through careless shipping and handling en route.

WHAT SHOULD BE DONE—by us as railway employes to eliminate this large waste, and conserve for our employer the huge sums paid annually in claims.

ALWAYS REMEMBER LIVE STOCK IS PERISHABLE!!

- 1. LOAD IT PROPERLY**
- 2. MOVE IT PROMPTLY**
- 3. HANDLE CAREFULLY**

A FEW OF THE MORE IMPORTANT THINGS TO REMEMBER IN THE HANDLING OF LIVE STOCK



STOCK YARDS: This is our "warehouse" for live stock. We are required to keep it in condition suitable to the satisfactory handling of the commodity prior to shipment. Therefore the pens, gates, chutes, water troughs, etc., must be kept in first class condition. They should be inspected often by the agent, and any unsatisfactory conditions reported promptly to the Superintendent and General Live Stock Agent. Outside gates and scales should be kept locked.

CARS: Orders for cars should be taken in writing on the proper form specifying the size car wanted, and signed by shipper or his agent. Agent should transmit order to the Chief Dispatcher in the usual manner, and endeavor to ascertain if and when cars will be furnished. Be careful to furnish accurate information to the shipper, to prevent bringing the stock to the stock yards with no cars available. This causes the shipper to have to furnish feed, the stock shrinks, and we have a dissatisfied shipper. Defective cars cause delay in transit and damage to the stock. Cars should be inspected before they are loaded to see that there are no holes in the floor, and

that there are no defective boards in the sides of the car and no protruding nails or other obstructions that could injure the stock. This inspection will be made by mechanical inspectors at stations where they are located. At other points, agents will be held responsible for seeing that cars are in proper condition. At non agency stations, conductors should determine that cars are fit to load.

It is very important that cars be properly bedded. Any accumulation of old, foul bedding should be removed and clean sand evenly distributed over the floor to enable the animals to maintain their footing. Approximately 2 inches of sand, evenly distributed makes ideal bedding. Cinders are very undesirable. An accumulation of old bedding soon becomes slick allowing the live stock to get down and be trampled. Straw in liberal quantities should be used for bedding cars for hog shipments in cold weather. This prevents them from piling and smothering trying to keep warm. Bedding should be wet down before loading hogs in warm weather and kept wet in transit.

LOAD IT PROPERLY!

MOVE IT PROMPTLY!!

LOADING

In order to know that live stock is loaded properly, it should be supervised by a responsible employe whenever possible, extra effort being made to do so. This is very important. An accurate, positive, record should be maintained and recorded in book Form 1558 at time shipment is loaded. Obtain an accurate count as the stock goes into the car. All questions on Form 1558 should be fully and accurately answered. At non-agency stations, conductor should make every effort to make a record of the condition of car and bedding, as well as the live stock, and count it if possible. A large sum of money would be saved if the Claim Departments knew ALL the facts in connection with the live stock when loaded, as well as accurate information with respect to the equipment into which it is loaded. Any irregularities in loading, such as wing gates slipping, animals falling off the dock or between dock and car, escaping, fighting in pens, chutes, or car, etc., should be made a matter of record. If shipper insists on loading sick or deformed animals, or animals, which in the opinion of the supervisor are too weak or otherwise unsafe for shipment, record should be made of that fact and suitable notation placed on live stock contract and waybill. A large percent of injuries are caused by smaller and weaker animals being knocked down and trampled by larger and stronger animals in the car. Seldom do we find a large, healthy animal dead from injury. **DO NOT LOAD A DEAD ANIMAL.**

Overloading or crowding invari-

ably results in damage, and shippers should be cautioned not to overload cars. If they insist on doing so, proper record should be made in book Form 1558 and contract and waybill endorsed "Overloading protested by agent" or similar wording. Bulls should be tied and smaller stock partitioned from larger animals when required by our rules or tariff. Partitions are to be furnished at shipper's expense and installed without defacing the interior of the car. In loading hogs, sufficient space must be allowed for each animal to lie down comfortably. This fact must be impressed upon the shipper.

When shipments consist of, or include, horses and mules, high roof cars must be used. Handle live stock humanely when loading. Do not rush or excite the animals. Never use prod poles of any kind on hogs. Use slappers. Never use sharp pointed poles or steel bars on any live stock. Electric prod poles are not injurious. Show time zone after loading time.

Inquire if shipper wants any specific amount of feed furnished at feed points. If more than government minimum, make proper notation on contract and waybill. If several cars of same ownership are to be kept separate at feed points and destination, place such information on contract and waybill. **DO NOT PUT SPECIAL INSTRUCTIONS IN BODY OF WAYBILL.** Place them in the upper left corner in the space provided for that purpose. This is very important.

LOAD IT PROPERLY, COUNT IT AND MAKE AN ACCURATE POSITIVE RECORD!

A SAFE LOADING GUIDE

CATTLE

AVGE. WEIGHT PER HEAD	300	400	500	600	700	800	900	1000	1100	1200	1300	1400
Size Car 36'—No. Head.....	60	50	42	36	33	30	27	25	23	22	21	19
Size Car 40'—No. Head.....	67	56	46	40	37	33	30	27	25	23	22	21

HOGS

AVGE. WEIGHT PER HEAD	100	125	150	175	200	225	250	275	300	325	350	400
Size Car 36'—No. Head.*.....	130	115	100	89	79	73	68	62	60	57	54	48
Size Car 40'—No. Head*.....	145	127	110	98	88	81	76	69	66	64	60	54

* Single deck cars.

HORSES

AVGE. WEIGHT PER HEAD	700	800	900	1000	1100	1200	1300	1400	1500	1600	1700	1800
Size Car 36'—No. Head.....	29	27	25	24	23	22	21	19	18	18	17	17
Size Car 40'—No. Head.....	32	30	28	27	26	24	23	21	20	19	19	18

SHEEP OR LAMBS

AVGE. WEIGHT PER HEAD	50	75	100	125	150	180
Single Deck 36'—No. Head.....	150	125	105	95	85	75
Single Deck 40'—No. Head.....	165	138	116	105	94	82
Double Deck 36'—No. Head.....	300	250	210	190	170	150
Double Deck 40'—No. Head.....	330	276	236	210	188	164

In loading proper animals in double deck cars, the number loaded on the upper deck should be eight to ten (8 to 10) head less than on the lower deck.

The above tables were devised by the Western Weighing & Inspection Bureau Veterinarian Service after much research and study, and may be used as a guide in determining the approximate number of head that can be loaded with safety.

HANDLING EN ROUTE

Live stock depreciates (shrinks), and the opportunity for damage increases, in proportion to the length of time it is in transit. Therefore agents should obtain an accurate figure from the dispatcher as to when the train will arrive, and have the live stock loaded as little in advance of arrival as possible. Unlocated Damage constitutes our largest claim payment. Unlocated Damage is just what the caption implies. Damage that is done for which we can locate no specific cause. Manifestly there is a cause probably due to some handling the shipment received en route.

Kicking or dropping cars containing livestock is against the rules our company, and must never be done. So far as possible live stock should be handled on the head end of the train and should not be switched with. When necessary to set over, or place in another train, cars should be handled with the air cut in.

Train crews should observe condition of live stock in their train at every opportunity and a proper record of any exceptions made. They should notify caretakers of stock found down, making a record of such notification, and whether or not gotten up.

A live stock contract must be completely filled in and signed by the shipper or his agent, and a company representative. All orders or requests en route covering the handling of a shipment should be in writing, signed by the owner or caretaker and securely attached to the original waybill, conductor making proper record of such change. Any changes made on the waybill must be signed and dated by the employe making the change, and authority therefor shown.

THIS IS VERY IMPORTANT.

Courtesy to the owner or man in charge should not be overlooked by Agents, Yardmasters, or Trainmen. This is a small thing in itself, but means more than you know in



the long run. Keep the owner or caretaker in a good humor; give him no grounds for complaint. Human nature is the same the world over; a man who feels he has been ignored or insulted will go out of his way to put in a claim to "get even." Every jolt of the way car is a break in two to him and so reported. Some of his questions or remarks may be irritating, however give him a civil answer. It will pay.

Road and terminal delay should be reduced to a minimum. We can not bring live stock into a terminal, permit it to stand several hours before being taken to the stock yards, or while making up an outbound train, and reverse the process after the stock has been fed and watered, and not expect damage to result. Neither can we bring live stock into a terminal market and permit it to stand several hours waiting for other stock to arrive to consolidate, before taking it to the stock yards to be unloaded, without increasing our loss and damage payments. We reiterate that live stock depreciates in value in proportion to the length of time it is on board cars. **MOVE IT PROMPTLY.**

Division officials should cooperate closely with each other to keep live stock moving without delay toward destination.

HANDLE IT CAREFULLY!

FEEDING IN TRANSIT

Stock Yard Foreman at feed point should make a careful and accurate record of the condition of the live stock as unloaded and reloaded. Cars should be inspected to see if they are in proper condition to reload. If additional bedding is

necessary, it should be supplied. If there are any dead animals, make a record of that fact, giving a description of the deads and approximate weight. If cause of death or injury is apparent, record that information. If an abnormally large number of dead or sick animals, call in a reputable veterinarian to make an anti-mortem, or post mortem examination, sending his findings with his bill to the Live Stock Claim Department. Careful attention must be given to the feeding and watering of live stock. Water troughs must be kept clean and filled with fresh water. Hay should not be thrown on the ground to be trampled under foot and wasted, but should be put where the stock can get to it, in racks, etc. Foreman should see that all animals have access to feed and water, but horses should not be watered for about 2 hours after they have been fed. Get an accurate count of the stock as unloaded and reloaded. An inaccurate count is worthless. If not sure of the count, count it over. Stock Yard Foreman and employes must cooperate with caretakers and owners of live stock and work in harmony with them. Stock Yard Foreman must see that chutes, gates, unloading bridges, water troughs, mangers, feed bunks, and all other appurtenances are in good repair, reporting to Superintendent any defects. All pens should be numbered and have the number painted on or over the gate and record kept of the pen into which the stock is placed. Pens should be kept clean.

DRENCHING HOGS

Water should never be applied to

the heads or backs of hot hogs. Many hogs have been instantly killed by having water sprayed over them while hot. When necessary to cool hogs in transit, water should be allowed to run on the floor of the car, providing a cool place for them to lie. During warm weather (70° to 75° or higher) car floor should be drenched before, or immediately after hogs are loaded at origin, and at every opportunity in transit and recorded on waybill and in station records showing time and place this service was performed. Upon arrival at terminal, floor should be drenched at once, and car not allowed to stand around. If unavoidably delayed at terminal, car should be set to a track where there is ample circulation of air, and in no case be allowed to stand between strings of cars on adjacent tracks. Hogs expel heat through their lungs which have a very limited capacity, and must be kept cool. Hogs do not perspire through the skin. **DRENCH OFTEN!**

RECORDS

Too much cannot be said concerning the records that should be maintained, covering the handling of live stock. Upon the records that are kept, and furnished the Claim Department, settlements are made. If the records are good, reasonable and equitable adjustments can be made with the claimants. If the records are bad, or missing, our Company is embarrassed and oft-times penalized in the settlement of claims. Positive records should be made. Negative records are very unsatisfactory. Records should be made at the time the shipment is

handled, and on the proper forms. They should be of a permanent nature and filed where they can be readily located. The name of the person making the record should be shown thereon, so that he can be located if wanted as a witness in case of suit. Do not trust to memory. Write everything down while it is fresh in mind. Make a record of any witnesses present. Details which may not seem important to you, are important to the Claim Department in the adjustment of claims. A description of dead, sick, or crippled animals, showing approximate weight, sex, flesh, color, physical condition, thin or fat, horned, etc., is a big help in arriving at an equitable adjustment of the claim. Many dollars can be saved our Company by maintaining good records.

CLAIMS

When requested, agents will assist shippers in presenting their claims, furnishing them proper claim form and insisting on shipper furnishing proper evidence of value, etc. When forwarding claim to the Live Stock Claim Department, agents will attach thereto copy of all records pertaining to the shipment with a letter of explanation, if necessary. If claim is presented to agent at origin, he will attach copy of live stock contract and Form 1558-A being sure that all questions on this form are fully and completely answered. Destination agent will furnish form 822-A answering all questions thereon, also original or copy of paid freight bill. All inquiries with respect to claims from System or Foreign Line claim offices should

receive prompt attention and reply should cover every fact in detail. Requests from Foreign Line claim officials should be answered direct to them. Settlements are based on the information contained in your records, therefore include everything you know concerning any particular shipment. Answer all correspondence promptly.

THE JOB AHEAD

THE WAR IS OVER!!! The railroads deserve and have received due credit. You did a fine job in the face of handicaps that at times seemed insurmountable. For this performance the Management thanks every one of you.

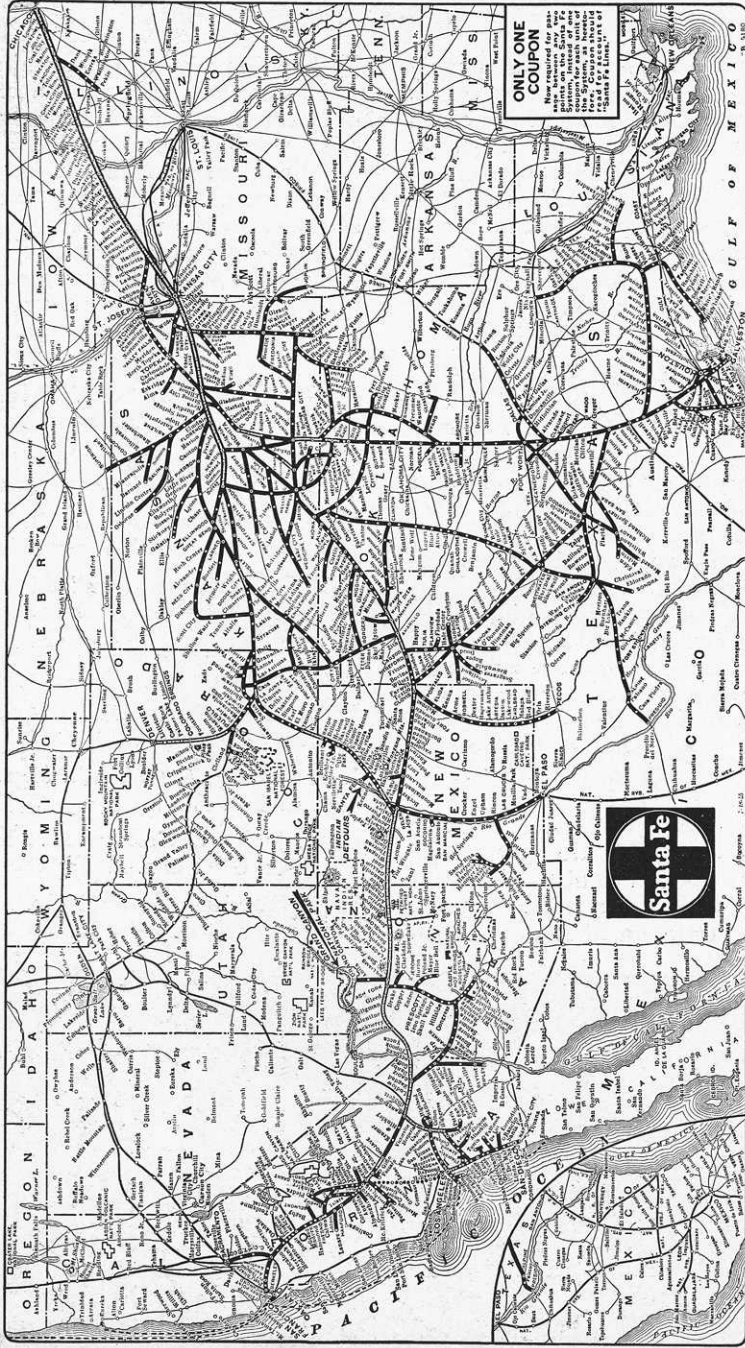
Past handicaps will gradually disappear. Our new and inexperienced men are becoming more and more experienced. A large number of our boys who have been fighting this war for us will soon be back on the job. A new era for the railroads is in the offing. We are going to need new and more business. The Traffic Department will do everything within its power to obtain it. If it is properly and satisfactorily handled with a minimum of loss, we shall

hold it. The Santa Fe has nothing to sell but service. With a physical layout such as we have, we want to offer nothing but first class service.

When our railroad is prosperous, so are you. Let everyone put his shoulder to the wheel and reduce these claim payments on live stock by loading it properly, moving it promptly, and handling it carefully. It can be done.

- P. O'Sullivan, Asst. Gen'l. Mgr.,
Eastern Lines—Eastern District.
- C. S. Cravens, Asst. Gen'l. Mgr.,
Eastern Lines—Western District.
- G. R. Buchanan, Asst. Gen'l. Mgr.,
Western Lines—Northern District.
- E. P. Dudley, Asst. Gen'l. Mgr.,
Western Lines—Southern District.
- F. A. Baker, Asst. Gen'l. Mgr.,
Coast Lines.
- W. L. More, Asst. Gen'l. Mgr.,
Coast Lines.
- J. P. Cowley, Asst. Gen'l. Mgr.,
G. C. & S. F. Ry.
- C. H. Jackson, General Live Stock
Agent, *G. C. & S. F. Ry.*
- W. E. Goodloe, General Live Stock
Agent, *System.*





ONLY ONE COUPON
 New required for passengers on Santa Fe service. See Santa Fe Coupon for details. This coupon is valid for the first 100 miles of travel on any Santa Fe train. Coupon is valid for the first 100 miles of travel on any Santa Fe train.

***** Miles from designated with this symbol

Rate

..... Stations listed

Double lines plus low mile lines between Pacific and Albuquerque

Santa Fe Through Lines



