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# Mechanical Reference Repository (MRR) – Rule 88

New Application process for  
AAR Interchange Rule 88 - Webinar

Railinc Corporate  
Cary, NC  
December 4<sup>th</sup>, 2014



# Agenda

- ❖ Introduction to MRR
- ❖ AAR Interchange Rule 88
  - ❖ Purpose of the Rule
  - ❖ Users for Rule 88 Application
- ❖ Accessing MRR
- ❖ Rule 88 Rebuilt Unit process
- ❖ Rule 88 Modified Unit process
- ❖ Application Statuses and Approval process
- ❖ Notifications
- ❖ Q&A

# Mechanical Reference Repository

- ❖ The Mechanical Reference Repository (MRR) **centralizes and automates** elements of the AAR Interchange Rule 88 process
- ❖ Helps Equipment/Car owners to reduce **manual work** to submit the application (Rule 88 forms)
- ❖ The new online application will allow the Car owners to
  - ❖ Submit **application form online**
  - ❖ Receive **notification(s) and approval letter via email**
  - ❖ Request **car inspection from Mechanical Inspection Department (MID)**
  - ❖ Validate their submitting **cars against Umler**
  - ❖ Validate the **Quality Assurance (QA) Code**
  - ❖ Check their **application status real-time in their dashboard**
- ❖ The Equipment Engineering Committee (**EEC**) **manager can review** and take appropriate action(s) for a submitted application
- ❖ This helps to keep information **up to date across systems** and reduces data inconsistencies

# Agenda

- ❖ Introduction to MRR
- ❖ **AAR Interchange Rule 88**
  - ❖ **Purpose of the Rule**
  - ❖ **Users for Rule 88 Application**
- ❖ Accessing MRR
  - ❖ Purpose of the Rule
  - ❖ Users for Rule 88 Application
- ❖ Application Statuses and Approval process
- ❖ Notifications
- ❖ Q&A

# AAR Interchange Rule 88

- Rule 88 of the AAR Interchange Rules provides guidance on minimum mechanical requirements necessary to ensure the safety and structural integrity of the following listed units that are to be used in interchange service.
  1. New (N)
  2. Newly Acquired (NW)
  3. Modified (MOD)
  4. Increased Gross Rail Load (IGRL)
  5. Rebuilt (RB)
  6. Increased Life Status Units (ILS)
- Railinc - MRR will support the following applications after December 2014 release
  - **Modified Unit (MOD)**
  - **Rebuilt Unit (RB)**
- Equipment Owners, Consultants and Freight Car Repair Shops have the ability to apply for a Rebuilt and Modified program in MRR.

# Agenda

- ❖ Introduction to MRR
- ❖ AAR Interchange Rule 88
  - ❖ Purpose of the Rule
  - ❖ Users for Rule 88 Application
- ❖ **Accessing MRR**
  - ❖ Rule 88 Rebuilt Unit process
  - ❖ Rule 88 Modified Unit process
  - ❖ Application Statuses and Approval process
  - ❖ Notifications
  - ❖ Q&A

# Accessing MRR

- MRR Application is accessible from Railinc's corporate page at [www.railinc.com](http://www.railinc.com)
- Existing customers must enter **User ID and Password**
- **New customers** must register for a Railinc SSO ID by clicking the "Need to Register" link under the Login button

The screenshot displays the Railinc website's header and a customer login sidebar. The header features the Railinc logo on the left and a search bar on the right. Below the header is a navigation menu with links for 'ABOUT US', 'WORKING WITH RAILINC', 'PRODUCTS & SERVICES', 'CAREERS', and 'CONTACT US'. The main content area shows a banner image of a train in a mountainous landscape with the text 'Railinc Keeps You Moving'. On the right side, a red sidebar contains the 'CUSTOMER LOGIN' section, which includes input fields for 'User ID' and 'Password', links for 'Forgot User ID?' and 'Forgot Password?', a 'LOGIN' button, and a 'Need to Register?' link.

# Accessing MRR

## Requesting Access

- A car owner must request “**Car Mark Owner**” permission and provide their valid Railinc **Company ID/Mark**
- Access will be granted per the Railinc Data Access policy

ⓘ Mechanical Reference Repository  
no permission granted

**Request**

**Mechanical Reference Repository**

\* **Select Role**

**AAR Consultant**  
AAR Consultant who reviews the Rule88 application.  
**Effective Date** 11/26/2014   **Expiration Date**

**Car Mark Owner (company required)**  
Car Mark Owner who submits application for Rule88.  
**Effective Date** 11/26/2014   **Expiration Date**

\* **Mark**

**Comment**

**Submit**



# Accessing MRR

- The link to “**Mechanical Reference Repository**” will display under your Launch pad applications (once the access is granted).

**RAILINC** | Launch Pad RRAWEBIN : RAIL - RAILINC CORPORATION | [Contact Us](#) | [Sign Out](#)

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**Your Applications** ✎

[Mechanical Reference Repository](#)

**Your Notifications** ✎

[Current Notifications](#) | [Past Notifications](#)

Date	Type	Subject
No Notifications		

**My Support Cases** ✎

[Your Open Cases](#) | [All Your Cases](#) | [Search Your Cases](#)

Case #	Last Updated	Title	Status
There are no matching cases.			

Customer Support 1-877-RAILINC  
Support Hours: Monday - Friday, 0700 - 1900 Eastern Time

[Create a New Case](#)

**My Subscriptions** ✎

Application	Type
<a href="#">Subscribe to more...</a>	

**User Services** ✎

- [Edit My Profile](#)
- [Edit My Profile](#)
- [Change Password](#)
- [View/Request Permissions](#)
- [Check Status of Permission Requests](#)
- [User Guide](#)

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# Accessing MRR

- ❖ The Car Mark Owner will view the home page with the below tabs on the menu bar
  - **Home**
  - **Certifications**
  - **My Applications**
  - **User Guide**

**RAILINC** | Mechanical Reference Repository Launch Pad ▾ Contact Us Sign Out

Home Certifications ▾ My Applications User Guide

## Welcome to the Mechanical Reference Repository

The Mechanical Reference Repository (MRR) centralizes current and historical operational reference data such as Quality Assurance codes and Running Repair Agent IDs in a single database that is shared among the freight rail industry participants, the Association of American Railroads (AAR), the Transportation Technology Center Inc. (TTCI) and Railinc. MRR provides an automated means for collection of this data through Rule 88 and Running Repair Agent workflows and enables reductions in inconsistencies, inefficiencies and redundancies across the industry.

# Agenda

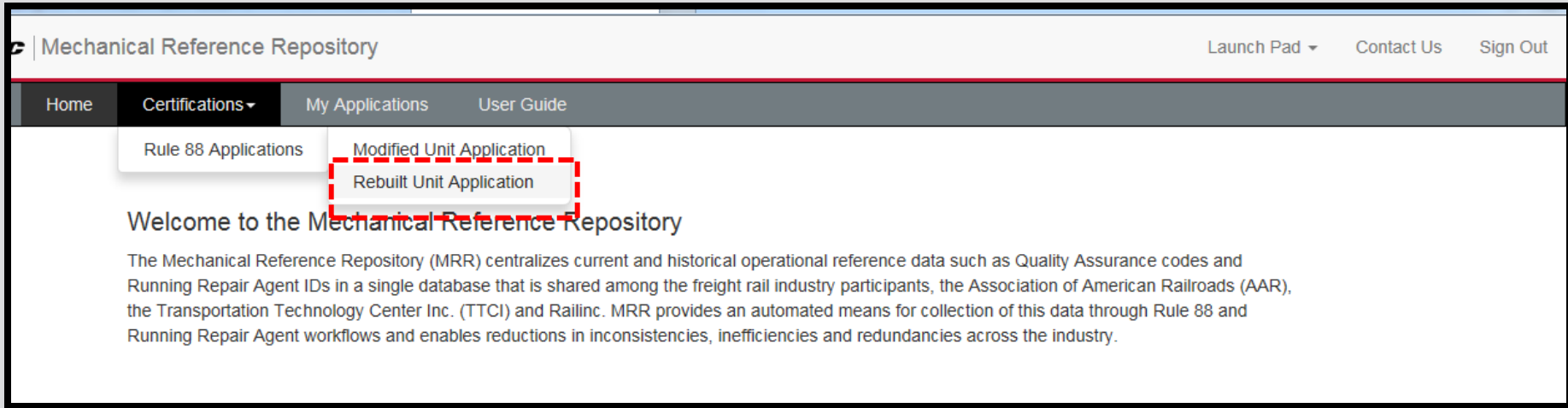
- ❖ Introduction to MRR
- ❖ AAR Interchange Rule 88
  - Purpose of the Rule
  - Users for Rule 88 Application
- ❖ Accessing MRR
- ❖ **Rule 88 Rebuilt Unit process**
- ❖ Rule 88 Modified Unit process
- ❖ Application Statuses and Approval process
- ❖ Notifications
- ❖ Q&A

# Applying for Rebuilt Unit(s)

- Car owner can select “**Rebuilt Unit Application**” from the “**Certifications**” menu item
- Car owner can complete and submit the application by providing the below information
  - Contact details
  - Unit details
  - Repair/Rebuilt shop details (QA Code must be certified with B26 commodity code)
  - Attach any reports/inspection results/compliance documents
- Car owner can request for MID Inspection
- Car owner will provide inspection date and equipment location
- EEC Manager will receive an email notification upon successful submission with a given Case number

# Applying for Rebuilt Unit(s)

➤ Select “Rebuilt Unit Application” from the “Certifications” menu item



# Applying for Rebuilt Unit(s)

- Review Guidelines page
- Select form of payment used to pay service fees defined in Appendix E

Home Certifications - My Applications User Guide

## Rebuilt Units: Guidelines:

GUIDELINES CONTACT DETAILS UNIT DETAILS QA CODE ATTACHMENTS

### Guidelines:

**Application fee** - Please refer to Appendix E in AAR Office Manual for complete fee details.

**Appeal Process** - Should a dispute arise over the submitted engineering analysis, the Equipment Engineering Committee will serve as the "Arbitration" body to render a final decision regarding the disposition of the application. A request should be made in writing through the AAR Executive Directory - Rules and Standards.

**Waivers** - Requests for waivers of any provisions, as contained in this Rule, shall be submitted in writing to the AAR Executive Director - Rules and Standards.

**Modified Unit Applications** - If the applicant has not conducted a sample car inspection or is not prepared to schedule an inspection, and if the applicant would like a design review by the AAR before proceeding with the application, please contact the AAR Equipment Engineering Committee manager by email at [EEC@aar.com](mailto:EEC@aar.com)

**Important Contact Information**  
EEC Manager, Rules and Standards : [EEC@aar.com](mailto:EEC@aar.com)  
AAR Executive Director for Tank Car Safety : [kdorsey@aar.org](mailto:kdorsey@aar.org) and CC to: [mforister@aar.org](mailto:mforister@aar.org)  
Railinc Customer Support : [csc@railinc.com](mailto:csc@railinc.com)

### Application Fee:

Which form of payment was used to initiate this application?

Wire Transfer  
 By Check  
 Credit Card

Note\* Approval will not be granted until the payments are made for the given application according to Appendix E in AAR Office Manual

Exit Continue

# Applying for Rebuilt Unit(s)

- Select Contact type
- Review the contact details and make necessary changes
  - Contact information is prepopulated from the user's SSO profile

**Rebuilt Units: Contact Details:**

GUIDELINES    CONTACT DETAILS    UNIT DETAILS    QA CODE    ATTACHMENTS

**\* Denotes required field**

Contact Type: *	<input type="text" value="Equipment Owner"/>
Company *	<input type="text" value="Consultant&lt;br/&gt;Freight Car Repair Shop"/>
First Name: *	<input type="text" value="Sophie"/>
Last Name: *	<input type="text" value="Bolla"/>
Title:	<input type="text" value="BA"/>
Phone Number: *	<input type="text" value="5402827814"/>
Email: *	<input type="text" value="sophie.hamida@railinc.com"/>
Address Line1 *	<input type="text" value="700 Weston PKWY"/>
Address Line2	<input type="text"/>
City *	<input type="text" value="Cary"/>
State/Province *	<input type="text" value="NC"/>
Country *	<input type="text" value="United States"/>
Postal Code *	<input type="text" value="27560"/>
Website	<input type="text"/>

# Applying for Rebuilt Unit(s)

## ❖ Entering Unit Details

- Enter **valid Car IDs** (e.g. RAIL200) up to 150 cars can be entered
  - List of Car IDs can be **copied from Excel document** and paste in the provided input field
- Select a **valid Equipment group** (only one can be selected per application)
- Enter **Car Mark after rebuilt** (if applicable)
- Rule 88 process will verify the given Car IDs against **Umler**
  - Displays all the valid and invalid cars on the page
  - The invalid cars **WILL NOT** be part of the application
- Cars in errors can be viewed on Unit Details page.



# Applying for Rebuilt Unit(s)

GUIDELINES
CONTACT DETAILS
UNIT DETAILS
QA CODE
ATTACHMENTS

\* Denotes required field

Equipment Group to be modified \*

Is the High side Gondola car chords built before March 01, 1985  Yes  No

i Car Mark and Numbers \*

Car Mark after Rebuilt

Verify Unit Details
Reset

8 car returned with errors. Click to review the errors i x  
 The cars with errors WILL NOT be added to the application. Please make necessary changes.

The following cars are added to the application

Car Mark	Car Number	Built Date	Rebuilt Date
AASX	1005	8/1969	8/1992
ABYX	101	1/1975	
ABCX	100106	5/1979	
AC	11358	7/1967	
APPX	1	2/1969	2/1992
AIPX	119	4/1975	

# Applying for Rebuilt Unit(s)

- Example of cars with errors

**8 Erroneous Cars:**

Click on + sign to view the error details

	Car Mark	Car Number	Built Date	Rebuilt Date
-	ARMN	761661	6/1970	6/1990
• The Equipment Group does not match.				
-	AOK	137073	2/1970	
• The Equipment Group does not match.				
-	ANR	378	10/1976	
• The Equipment Group does not match.				
-	ANAX	6001	5/1972	
• The Equipment Group does not match.				
-	AM	3000		
• The Unit mark and number cannot be validated in UMLER.				
-	RAIL	11012		
• The Unit mark and number cannot be validated in UMLER.				

# Applying for Rebuilt Unit(s)

## ❖ Entering QA Code details

- Search for rebuilt shop by QA Code
- Only the **certified Rebuilt shops** where rail freight cars can be rebuilt with valid B26 commodity code will be displayed
- Select the correct QA code from the search results

**Search QA Codes** ✕

QA Code:

Company Name:

City:  State:  Country:  ▼

Select	QA Code	Company Name	Address	City	State	Country	Postal Code
<input type="radio"/>	QA-LRS	LIBERTY RAILWAY SERVICES, INC.		Pueblo West	CO	USA	

# Applying for Rebuilt Unit(s)

## ❖ Schedule MID Inspection

- Provide an estimated date and address for Inspection
- MID inspector will be notified and will contact the car owner to schedule the inspection

Look up rebuilt shop by QA code:

QA Code:

Company Name:

Address:

City:

State/Province:

Country:

Postal Code:

**Schedule an inspection**

Is the Car Inspection location same as QA code shop location?  Yes  No

Estimated date when equipment will be available for inspection:

**Equipment Location for Inspection**

Address Line1:

Address Line2:

City \*

State / Province \*

Zipcode / Postal Code:

Country \*

# Applying for Rebuilt Unit(s)

## ❖ Attaching Documents

- The applicant can attach up to 20 documents including Primary Report and Inspection document.

## ❖ Documents required for Rebuilt Application

- The **Compliance Document** for non-tank cars

- ✓ Gondola Car built before March 01, 1985
- ✓ High side Gondola car chords built before March 01, 1985
- ✓ Box Car built before October 01, 1976
- ✓ Open Top Hopper car built before March 01, 1985

## ❖ Documents required for Tank Cars

- ✓ Certificate of Construction (AAR Form 4-2)
- ✓ Exhibit R-1
- ✓ Drawings of General Arrangement(s)
- ✓ Drawings of Tank Arrangement
- ✓ Drawings of Fitting Arrangement(s)

# Attaching Documentation

- Upload required documents per AAR Interchange Rule 88

## Rebuilt Units: Attachments:

● GUIDELINES● CONTACT DETAILS● UNIT DETAILS● QA CODE● ATTACHMENTS

Supported file extensions: (.PNG, .DOC, .PDF, .GIF, .XLS, .JPG, .DOCX, .XLSX)

Optional Documents

Primary Report and Inspection document	<input style="width: 90%;" type="text"/> Browse...
Attachments (Maximum of 20)	<input style="width: 90%;" type="text"/> Browse...

All Documents below are required

High side Gondola car chords built before March 01, 1985 - Compliance Attachment	<input style="width: 90%;" type="text"/> Browse...
Gondola Car built before March 01, 1985 - Compliance Attachment	<input style="width: 90%;" type="text"/> Browse...

**Acknowledgement:**

By checking this box, I hereby acknowledge that I

- (1) Have acquired, read and understand the latest version of AAR's Office Manual of the Interchange Rules, Rule 88 "Mechanical Requirements for Acceptance"
- (2) Provided the information on this form in accordance with AAR's Interchange Rule 88.

ExitBackSubmit

# Applying for Rebuilt Unit(s)

- Case number is generated upon successful submission
- Applications can be viewed under "My Applications"
- No further changes can be made in "Submitted" Application Status
- When communicating with AAR, please provide your Case Number

The screenshot shows the 'My Applications' section of the Railinc portal. A green notification box at the top states 'Application Form Submitted Successfully: Case Number - 219.399'. Below this is a table titled 'My Applications' with the following data:

Case Number	Application Type	Submission Date	Equipment Group	Application Status
219.399	Rebuilt Units	11/26/2014	GOND	Submitted
219.398	Modified Units	11/26/2014	GOND	Corrective Action
219.395	Rebuilt Units	11/26/2014	BOXC	Corrective Action
219.394	Modified Units	11/26/2014	BOXC	Corrective Action
219.342	Rebuilt Units	11/17/2014	BOXC	MID Inspection
219.341	Rebuilt Units	11/17/2014	GOND	AAR Consultant

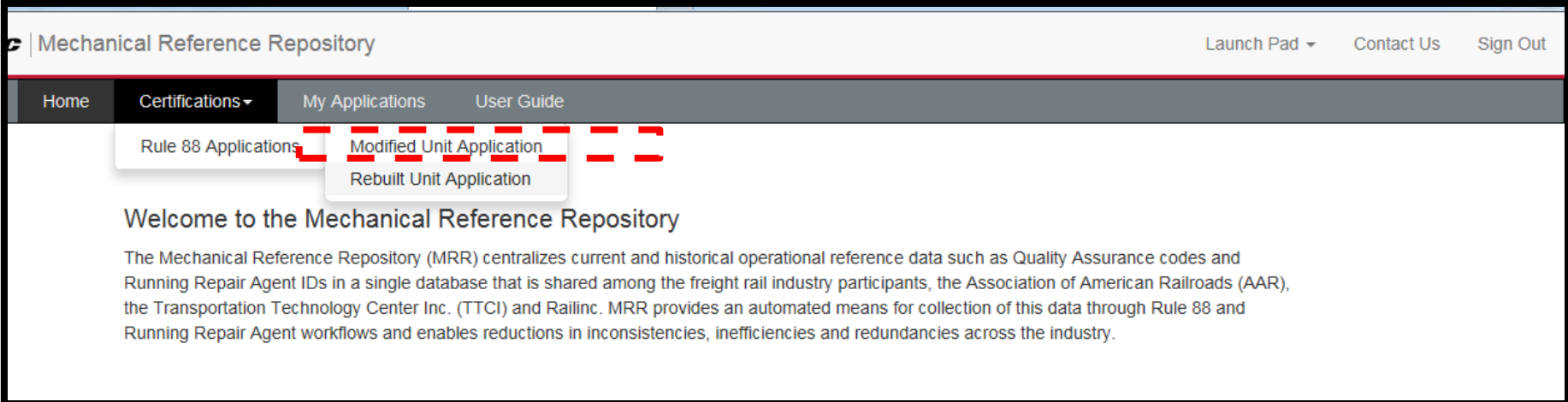
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# Applying for Modified Unit(s)

- Select “Modified Unit Application” from the “Certifications” menu item



The screenshot shows the Mechanical Reference Repository website. The top navigation bar includes 'Mechanical Reference Repository', 'Launch Pad', 'Contact Us', and 'Sign Out'. Below this is a secondary navigation bar with 'Home', 'Certifications', 'My Applications', and 'User Guide'. The 'Certifications' menu is open, showing 'Rule 88 Applications', 'Modified Unit Application', and 'Rebuilt Unit Application'. The 'Modified Unit Application' option is highlighted with a red dashed box. Below the navigation is a welcome message: 'Welcome to the Mechanical Reference Repository'. The text below the welcome message reads: 'The Mechanical Reference Repository (MRR) centralizes current and historical operational reference data such as Quality Assurance codes and Running Repair Agent IDs in a single database that is shared among the freight rail industry participants, the Association of American Railroads (AAR), the Transportation Technology Center Inc. (TTCI) and Railinc. MRR provides an automated means for collection of this data through Rule 88 and Running Repair Agent workflows and enables reductions in inconsistencies, inefficiencies and redundancies across the industry.'

# Applying for Modified Unit(s)

## Modified Units: Unit Details:

● GUIDELINES
 ● CONTACT DETAILS
 ● UNIT DETAILS
 ● QA CODE
 ● ATTACHMENTS

\* Denotes required field

Equipment Group to be modified \*

i Car Mark and Numbers \*

Car Mark after Rebuilt

Equipment Group after modification

2 car returned with errors. ! Click to review the errors ✕

The cars with errors WILL NOT be added to the application. Please make necessary changes.

The following cars are added to the application

Car Mark	Car Number	Built Date	Rebuilt Date
AASX	1005	8/1969	8/1992
ABYX	101	1/1975	
ABCX	100106	5/1979	

# Applying for Modified Unit(s)

- Select applicable Modification details of units of interchange Service

## Modified Units: QA Code Details:

GUIDELINES

CONTACT DETAILS

UNIT DETAILS

QA CODE

ATTACHMENTS

Units for interchange service, if modified to include any of the changes listed below, must have all structural members subject to increased stresses conforming to AAR Specification M-1001 Specifications for Design, Fabrication and Construction of Freight Cars

Select applicable modification details of Units for Interchange Service.

- Changing in Length of Body/ platform or under frame of unit
- Increasing inside height of unit
- Increasing width of side door opening
- Increasing number of side doors
- Increase in Gross Rail Load
- Increasing forklift truck wheel load
- Changing structure of unit where such a change affects load distribution, subjecting major structural members of the unit to an increased loading. (Includes bulkheads, permanent side load restraints, internal bracing, and center beam arrangements.)

All modified units must be modified in a facility that has a Quality Assurance Certification as required in AAR Specification M-1003.

Look up modified shop by QA code:

QA Code

# Applying for Modified Unit(s)

## ❖ Schedule MID Inspection

- ✓ Applicant is required to have the sample car Inspection complete - OR -
- ✓ Request for MID inspection with date and address for inspection


*The affected members must conform to AAR specification M-1001. Your submission is not qualified for further review and cannot be approved by AAR. Please make sure the cars conforms the requirement and select to proceed further*

By checking this box, I agree that a certified car builder or degreed engineer has verified the design of the affected members to conform AAR Specification M-1001

Yes  No Has a sample car inspection been performed by a qualified person knowledgeable in freight car structures and certified by a degreed Engineer

### 📌 Schedule an inspection

Is the Car Inspection location same as QA code shop location?  Yes  No

Estimated date when equipment will be available for inspection:  

### 📌 Equipment Location for Inspection

Address Line1

Address Line2

City \*

State / Province \*

Zipcode / Postal Code

Country \*  

Exit

Back

Continue



# Applying for Modified Unit(s)

## ❖ Attaching Documents

Applicant can submit the following documents

The applicant can attach up to 20 optional documents including

- ✓ Stress Analysis
- ✓ Spring and Truck Analysis
- ✓ Brake Analysis
- ✓ Brake Test
- ✓ Loading Issues

## ❖ Documents required for Tank Cars

- ✓ Certificate of Construction (AAR Form 4-2)
- ✓ Exhibit R-1
- ✓ Drawings of General Arrangement(s)
- ✓ Drawings of Tank Arrangement
- ✓ Drawings of Fitting Arrangement(s)

# Attaching Documents

- Upload required documents per AAR Interchange Rule 88

Home   Certifications ▾   My Applications   User Guide

Modified Units: Attachments:

**GUIDELINES**   CONTACT DETAILS   UNIT DETAILS   QA CODE   ATTACHMENTS

Supported file extensions: (.PNG, .DOC, .PDF, .GIF, .XLS, .JPG, .DOCX, .XLSX)

**Optional Documents**

Stress Analysis	<input type="text"/>	Browse...
Springs and Truck Analysis	<input type="text"/>	Browse...
Brake Analysis	<input type="text"/>	Browse...
Brake Test	<input type="text"/>	Browse...
Loading Issues	<input type="text"/>	Browse...
Attachments (Maximum of 20)	<input type="text"/>	Browse...

**All Documents below are required**

Inspection Results	<input type="text"/>	Browse...
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**Acknowledgement:**

By checking this box, I hereby acknowledge that I

(1) Have acquired, read and understand the latest version of AAR's Office Manual of the Interchange Rules, Rule 88 "Mechanical Requirements for Acceptance"

(2) Provided the information on this form in accordance with AAR's Interchange Rule 88.

Exit   Back   Submit

## Applying for Modified Unit(s)

- Case number is generated upon successful submission
- Applications can be viewed under "My Applications"
- No further changes can be made in "Submitted" Application Status
- When communicating with AAR, please provide your Case Number

Case Number	Application Type	Submission Date	Equipment Group	Application Status
<a href="#">219.400</a>	Modified Units	11/26/2014	GOND	Submitted
<a href="#">219.399</a>	Rebuilt Units	11/26/2014	GOND	Submitted
<a href="#">219.398</a>	Modified Units	11/26/2014	GOND	Corrective Action
<a href="#">219.395</a>	Rebuilt Units	11/26/2014	BOXC	Corrective Action
<a href="#">219.394</a>	Modified Units	11/26/2014	BOXC	Corrective Action
<a href="#">219.342</a>	Rebuilt Units	11/17/2014	BOXC	MID Inspection
<a href="#">219.341</a>	Rebuilt Units	11/17/2014	GOND	AAR Consultant

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- ❖ Q&A



# Application Statuses

- ❖ After the EEC Manager reviews the application, they will select from one of the following statuses
  - **TCC Review:** When this status is set, the Tank Car Committee will review the given application and provide the results to EEC Manager.
  - **AAR Review:** When this status is set, the AAR consultant will review the given application and provide the results to EEC Manager.
  - **MID Inspection:** When this status is set, the Mechanical Inspection Department will schedule an inspection with the applicant. The results will be provided back to the EEC Manager.
  - **Corrective Action Required:** This status allows the applicant to update their application per the EEC Manager's request and resubmit it.
  - **Approved:** When this status is set, the system will generate an approval letter and notify the Car owner and EEC Manager via email
  - **Denied:** When this status is set, the applicant will be contacted by EEC Manager and the AAR

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- ❖ Q&A

# Email Notifications

## ❖ **EEC Manager Notification**

- When the application is set to "Submitted", "Resubmitted" or "Approved"
- The approval notification will include the Approval letter

## ❖ **Applicant notifications**

- When the EEC Manager selects "Corrective Action Required" or "Approved"
- The approval notification will include the Approval letter

## ❖ **AAR Consultant Notification**

- When the application is set to 'AAR Review'

## ❖ **TCC Manager Notification**

- When the application is set to 'TCC Review'

## ❖ **MID Inspector Notification**

- When the application is set to 'MID Inspection'

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# Contacting Railinc

Railinc Customer Service

[csc@railinc.com](mailto:csc@railinc.com)

**1-877-RAILINC (1-877-724-5462)**

7001 Weston Parkway, Suite 200  
Cary, NC 27513



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# Questions and comments



*Thanks for attending!*