



U.S. Department  
of Transportation

**Federal Railroad  
Administration**

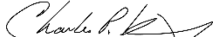
1200 New Jersey Avenue, SE  
Washington, DC 20590

# Memorandum

Date: February 1, 2021

Reply to Attn of: MP&E 21-01

Subject: Technical Bulletin MP&E 21-01, Submission of Forms and Notifications for Steam Locomotives, Title 49 Code of Federal Regulations Part 230

From: Charles King, Director, Office of Railroad Infrastructure and Mechanical Equipment 

To: All Safety Management Teams, Motive Power and Equipment (MP&E) Specialists, Railroad Safety Oversight Managers, State Program Managers, and all Federal and State MP&E Inspectors

**Background:** The purpose of this Technical Bulletin (TB) is to provide Inspectors with guidance in the application of Title 49 Code of Federal Regulations (CFR) Part 230 Steam locomotive standards. On June 1, 2020, the Office of Railroad Safety implemented a major reorganization that eliminated all former Regional Offices. In doing so, the position of Regional Administrator was abolished. Throughout Part 230, the owner and/or operators of steam locomotives are instructed to send all required notifications and forms for the operation and maintenance of steam locomotives to the Regional Administrator where the locomotive is maintained/operated. Examples are, but not limited to Form No. 4 Boiler Specification Card, Form No. 5 Locomotive Service Day Record, Form No. 19 Report of Alteration or Welded or Riveted Repair, et. al.

**Guidance:** FRA recognizes that owner and/or operators of steam locomotives may continue to submit the required forms and inspection notifications to the Regional Administrator, as specified in the current CFR. Until the various sections of Part 230 are amended to reflect the reorganization, owners and/or operators are to make all notifications, and submit all forms to:

Staff Director, Motive Power and Equipment Division  
Federal Railroad Administration  
1200 New Jersey Avenue, SE, Mail Stop-25  
Washington, DC 20590

Upon receiving such notifications/forms, the Motive Power & Equipment (MP&E) Division will notify and distribute copies of all information to the appropriate MP&E Specialist. Concurrently, the MP&E Division is developing an electronic database where all Specialists and Inspectors will have access to the steam locomotive's file for both current and legacy forms and information.

In addition, District MP&E Specialists are requested to inform all steam locomotive owners and/or operators in their Districts of the changes to the notice and filing procedures. Also, reaffirm with them that for all 1472 service day inspections shall include all annual, and 5th annual, inspection requirements, as well as any items required by the steam locomotive owner and/or operator or the FRA inspector. This includes all notifications for planned inspections.

If there are any questions or concerns regarding the notification or submission of steam locomotive related forms, please contact the Staff Director of the MP&E Division in the Office of Railroad Infrastructure and Mechanical Equipment at (202) 493-6322.

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