

Car



**Diverting an Empty Railcar  
RAILTRAC®  
Revision Number 1  
2/24/2017**

Once logged into RAILTRAC, click on the Main tab. Then, select Shipments, and Edit Shipments.

A Get Data For Edit Shipments box will open. Enter the car to be diverted in the Car No. field and click OK.

Get Data For Edit Shipments

KELLY 01 Set as Default Save Setup Delete Setup

Column	Where	Value
Car No.	=	193495
Car Init	=	
Ship Date	>=	00/00/00
Ship Date	<=	00/00/00
Consignee No.	=	

Add Delete

OK All New Cancel

The Edit Shipments screen will open. This screen consists of two sections, the List Detail and the Shipment Detail. When the Edit Shipments screen opens, the List Detail portion of the screen will be activated, as shown by the blue box below. The selected trip will appear in the Shipment Detail portion of the screen.

Row 1 of 2

Car ID	Ship Date	Consign No.	Consign Name	Care Of Name	Destination	Extracted?	Order #	BOL #	Consignee PD #
GNCX 193495	03/12/16 00:00	371BD5173360	ALBANY NY TERMINAL	ALBANY NY TERMINAL	ALBANY NY	No		GN010795	
TCBX 193495	09/12/15 00:00	371BD5173360	ALBANY NY TERMINAL		ALBANY NY	No		GN010795	

**List Detail**

Detail Customer Product Route Code Car Assignment CLM History Car Profile

GNCX 193495 | 03/12/16

**Shipment Information**

Car ID: GNXC 193495 Origin: MINOT ND LOT #

Ship Date: 03/12/16 00:00 Destination: ALBANY NY Trip Ref 2

Consignee No.: 371BD5173360 Release: ALBANY NY THIS IS 20 BYTE

Consignee Nm: ALBANY NY TERMINAL Return: MINOT ND Trip Ref 4

Care Of Name: Requested Delivery: 00/00/00 00:00 Trip Ref 5

Route Code: MINWD-173360-1002 Consign Notification: 03/18/16 08:00 Act Trip Ref 6

Route Desc: BNSF-CHGO-CSXT Consign Delivery: 03/18/16 12:00 Act Master Origin:

Shipment Type: 01 - Plant to Customer Consign Release: 03/19/16 15:00 Act Master Trip No.:

Order Number: BOL No.: GN010795 Trip Close: 04/08/16 00:00 Est

Shipper No.: Cust PO: Previous Trip Close: 03/12/16 00:00

Trip Status: Open Car Status: 3 - To Origin Current Location: CHICAGO IL

Fleet: GNXC Group: GNC Site Code: R - Junction Received

Shop Moves: No One Way/RT: Round Trip CLM Date/Time: 03/24/16 01:00

Frt Pmt Code: Prepaid Car Condition: Good ETA Consignee: 03/22/16 00:00

Diverted: No B/O Days: 0 ETA Origin: 03/29/16 15:00

Free Runner: No Supplier Ship: No Extracted: No Bill Detention: YES

Supplier Code: Name: GNC ENERGY L/E: Empty

CSR No.: Road: BNSF

Unit Train ID: Sales Rep: Import Source: eBILL

RR Div Date: RR Div Update Road: RR Update Date:

**Shipment Detail**

Click anywhere inside the Shipment Detail box to activate the Shipment Detail screen. Then, click Create Diversion.

Car ID	Ship Date	Consign No.	Consign Name	Care Of Name	Destination	Extracted?	Order #	BOL #	Consignee PO #	CSR	Trip Ref 1
GNCX 193495	03/12/16 00:00	371BDS173360	ALBANY NY TERMINAL		ALBANY NY	No		GN010795			
TCBX 193495	09/12/15 00:00	371BDS173360	ALBANY NY TERMINAL		ALBANY NY	No		GN010795			

  

Detail Customer Product Route Code Car Assignment CLM History Car Profile

GNCX 193495 | 03/12/16

Detail Only

ReApply CLMs

Deterion Detail

View Diversion

**Create Diversion**

Shop Form

Hot Lists

Comments

Comm. Shipped

Trouble Log

Calc Route Detail

Shipment Information

Car ID: GNCX 193495 Origin: MINOT ND LOT #

Ship Date: 03/12/16 00:00 Destination: ALBANY NY

Consignee No.: 371BDS173360 Release: ALBANY NY THIS IS 20 BYTE

Consignee Nm: ALBANY NY TERMINAL Return: MINOT ND

Care Of Name: Requested Delivery: 00/00/00 00:00 Trip Refs:

Route Code: MINND-173360-1002 Consign Notification: 03/18/16 08:00 Act Trip Refs:

Route Desc: BNSF-CHGO-CSXT Consign Delivery: 03/18/16 12:00 Act Master Origin:

Shipment Type: 01 - Plant to Customer Consign Release: 03/19/16 15:00 Act Master Trip No.:

Order Number: BOL No.: GN010795 Trip Close: 04/08/16 00:00 Est

Shipper No.: Cust PO: Previous Trip Close: 03/12/16 00:00

Trip Status: Open Car Status: 3 - To Origin Current Location: CHICAGO IL

Fleet: GNCX Group: GNC Site Code: R - Junction Received

Shop Move: No One Way/RT: Round Trip CLM Date/Time: 03/24/16 01:00

Frt Pmt Code: Prepaid Car Condition: Good ETA Consignee: 03/22/16 00:00

Diverted: No B/O Days: 0 ETA Origin: 03/29/16 15:00

Free Runner: No Supplier Ship: No Extracted: No Bill Debitment: YES

Supplier Code: Name: GNC ENERGY L/E: Empty

CSR No.: Road: BNSF

Unit Train ID: Sales Repr: Import Source: eBILL

RR Div Date: RR Div Update Road: RR Update Date:

The Add Trip Diversion box will open. To complete this type of diversion in RAILTRAC, the highlighted fields shown below need to be populated. Click CLM History.

**Add Trip Diversion**

Car ID: GNCX 193495 Divert Date Time: 00/00/00 00:00 Who Pays: [Dropdown]

Ship Date Time: 03/12/16 00:00 Divert Loc: [Dropdown] Shipment Type: [Dropdown]

Load/Empty: E Road: [Dropdown] Diversion Type: Empty/Origin Diver [Dropdown]

Divert Route Desc: [Text Field]

New Fleet ID: GNCX New Bus. Grp. GNC

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Loaded Diversion      Empty/Origin Diversion      Empty to Shop/Storage Diversion

New Route Code: [Text Field]      New Return SPLC: [Text Field]      Customer: [Text Field]

New Customer No.: [Text Field]

New Order No.: [Text Field]      New Return SPLC: [Text Field]

New BOL No.: [Text Field]      New Route Code: [Text Field]

Since car number GNCX193495 was queried, the View CLM History for GNCX193495 box will open. Select the appropriate CLM event from which the diversion should begin and click Add to Diversion.

Car ID	CLM Date	SC Location	Destination	LE Road	Route Code	Trn/Jct
GNCX 193495	03/24/16 01:00	R CHICAGO	IL MINOT	ND E	BNSF	
GNCX 193495	03/23/16 04:50	J CHICAGO	IL MINOT	ND E	CSXT	
GNCX 193495	03/20/16 15:00	P ALBANY	NY MINOT	ND E	CSXT	
GNCX 193495	03/20/16 06:00	X ALBANY	NY MINOT	ND E	CSXT	
GNCX 193495	03/19/16 15:00	W ALBANY	NY MINOT	ND E	CSXT	
GNCX 193495	03/18/16 12:00	Z ALBAY	NY ALBANY	NY L	CSXT	
GNCX 193495	03/18/16 08:00	D ALBANY	NY ALBANY	NY L	CSXT	
GNCX 193495	03/15/16 05:15	R CHICAGO	IL ALBANY	NY L	CSXT	
GNCX 193495	03/15/16 05:00	J CHICAGO	IL ALBANY	NY L	CSXT	
GNCX 193495	03/13/16 02:00	P MINOT	ND ALBANY	ND L	BNSF	
GNCX 193495	03/12/16 00:00	Q MINOT	ND ALBANY	NY L	BNSF	

The Add Diversion Criteria box will open informing the user that the diversion criteria has been added successfully for the selected record. Click OK.

The Add Trip Diversion box will now be populated with some criteria from the selected CLM, including the Divert Date Time, Divert Location, and Road.

**Add Trip Diversion**

Car ID: GNCX 193495 Divert Date Time: 03/24/16 01:00 Who Pays:

Ship Date Time: 03/12/16 00:00 Divert Loc: CHICAGO IL Shipment Type:

Load/Empty: E Road: BNSF Diversion Type: Empty/Origin Diver

Divert Route Desc:

New Fleet ID: GNCX New Bus. Grp. GNC

Loaded Diversion	Empty/Origin Diversion	Empty to Shop/Storage Diversion
New Route Code: <input type="text"/>	New Return SPLC: <input type="text"/>	Customer: <input type="text"/>
New Customer No.: <input type="text"/>		New Return SPLC: <input type="text"/>
New Order No.: <input type="text"/>		New Route Code: <input type="text"/>
New BOL No.: <input type="text"/>		

OK Cancel CLM History

Enter appropriate choices in the fields Who Pays, Shipment Type, and Divert Route Description.

**Add Trip Diversion**

Car ID: GNCX 193495 Divert Date Time: 03/24/16 01:00 Who Pays: Not Applicable

Ship Date Time: 03/12/16 00:00 Divert Loc: CHICAGO IL Shipment Type: Plant to Plant

Load/Empty: E Road: BNSF Diversion Type: Empty/Origin Diver

Divert Route Desc: BNSF-CHGO-NS

New Fleet ID: GNCX New Bus. Grp. GNC

Loaded Diversion	Empty/Origin Diversion	Empty to Shop/Storage Diversion
New Route Code: <input type="text"/>	New Return SPLC: <input type="text"/>	Customer: <input type="text"/>
New Customer No.: <input type="text"/>		New Return SPLC: <input type="text"/>
New Order No.: <input type="text"/>		New Route Code: <input type="text"/>
New BOL No.: <input type="text"/>		

OK Cancel CLM History

To search for a New Return SPLC, right click the New Return SPLC box.

Add Trip Diversion

Car ID: GNCX 193495 Divert Date Time: 03/24/16 01:00 Who Pays: Not Applicable  
Ship Date Time: 03/12/16 00:00 Divert Loc: CHICAGO IL Shipment Type: Plant to Plant  
Load/Empty: E Road: BNSF Diversion Type: Empty/Origin Diver  
Divert Route Desc: BNSF-CHGO-NS  
New Fleet ID: GNCX New Bus. Grp. GNC

Loaded Diversion      Empty/Origin Diversion      Empty to Shop/Storage Diversion

New Route Code:      New Return SPLC:      Customer:        
New Customer No.:           New Return SPLC:        
New Order No.:           New Route Code:        
New BOL No.:               

OK      Cancel      CLM History

A Find Origin SPLC box will open. Type all or part of the known city criteria and select Search. Then, highlight the return city and click OK.

Find Origin SPLC

SPLC Code	ERPC City	ERPC State	City	Rule State	Rule 260
191410	NBERGEN	NJ	N BERGEN	NJ	NBERG
191600	NEWARK	NJ	NEWARK	NJ	NEARK
194237	NEWBRUNSW	NJ	NEW BRUNSWICK	NJ	NEWBK

Search Criteria  
City: N State: NJ  
ERPC City:      ERPC State:        
SPLC:     

Search      OK      Close

The new Return SPLC will be populated in the Add Trip Diversion box. Click OK.

**Add Trip Diversion**

Car ID: GNCX 193495 Divert Date Time: 03/24/16 01:00 Who Pays: Not Applicable

Ship Date Time: 03/12/16 00:00 Divert Loc: CHICAGO IL Shipment Type: Plant to Plant

Load/Empty: E Road: BNSF Diversion Type: Empty/Origin Diver

Divert Route Desc: BNSF-CHGO-NS

New Fleet ID: GNCX New Bus. Grp. GNC

Loaded Diversion	Empty/Origin Diversion	Empty to Shop/Storage Diversion
New Route Code:	New Return SPLC: 191600	Customer:
New Customer No.:		New Return SPLC:
New Order No.:		New Route Code:
New BOL No.:		

OK Cancel CLM History

The Trip Diversion Information for Car (GNCX 193495) box will appear summarizing the diversion information.

**RT Trip Diversion Information for Car (GNCX 193495)**

**Diversion Authorization**

From: Attn:

Car ID: GNCX 193495 Ship Date: 3/12/2016 Load/Empty: Empty

Current Destination: MINOT ND Current Consignee: ALBANY NY TERMINAL

Current Route: BNSF-CHGO-CSXT ALBANY NY

Current BOL #: GNO10795 Current Order #:

**Diversion Detail**

Divert To: NEWARK NJ New Consignee:

Diversion Route: BNSF-CHGO-NS

New BOL #: New Order #:

Product: Freight Charges To:

Div Charges To:

Send HTML Form Mail Print Save As Update Close

Selecting Update will stamp the diversion with the user's ID and date and time of diversion. Scroll down in the box to see this information.

RT Trip Diversion Information for Car (GNCX 193495)

Current Destination: MINOT ND  
Current Route: BNSF-CHGO-CSXT  
Current BOL #: GN010795  
Current Consignee: ALBANY NY TERMINAL  
ALBANY NY  
Current Order #:

**Diversion Detail**

Divert To: NEWARK NJ  
Diversion Route: BNSF-CHGO-NS  
New BOL #:  
Product:  
Div Charges To:  
New Consignee:  
New Order #:  
Freight Charges To:

Comments:

Authorized By : Date : 2/24/2017 13:55:09 KELLYA

Send HTML Form Mail Print Save As Update Close

When Close is selected, a Trip Diverted message will appear. Click OK.

Trip Diverted

Trip Diversion added!

OK