

Standard Point Location Code (SPLC) User Guide



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Welcome to SPLC

Overview

The Standard Point Location Code (SPLC) is designed to provide each point originating freight and each point receiving freight in North America with a unique code number so constructed as to identify the point with its geographic location, using two digits to identify State, County and City and three digits to identify Sub-Code.

SPLC is based on a system of nesting recognized political entities and numbering them in a standard geographic pattern. The nesting system is State-County-City-Sub-Code. Different nomenclatures for areas equivalent to these four groups are substituted as they occur. Commonwealth, Province and Territory are synonymous with State while Parish, Municipio and Census District or Census Divisions are synonymous with County. Cities, Boroughs, Municipalities, Towns, Villages, named communities and rural areas, constitute the Cities and Sub-Codes. A point means a particular city, town, village, community, railroad station or other named area, which is treated as a unit for transportation purposes. Each point is identified by a nine-digit number.

For **U.S.** and **Canadian** points, the nine-digit number may be broken down as follows:

- Part I The first digit of the code identifies a region.
- Part II The first and second digits of the code identify a State, Province or Territory, or a defined portion thereof.
- Part III The third and fourth digits of the code identify county, or its equivalent, as part of the area covered by the first two digits. When taken together, the first four digits of the code provide a unique number for each county, or its equivalent, or a portion thereof.
- Part IV The fifth and sixth digits identify a point as Part Of the area covered by the first four digits of the Code.
- Part V If the seventh, eighth and ninth digits are 000, the point is not defined beyond the City level. If the seventh, eighth and ninth digits are other than 000, the point is defined at the Sub-Code level (see Sub-Code Structure below).

When taken together, the entire nine digits provide unique codes for points as defined above.

For **Mexican** points, the nine-digit number may be broken down as follows:

- Part I The first digit of the code identifies a region.
- Part II The first, second and third digits of the code identify a state.
- Part III The fourth, fifth and sixth digits identify a point within a municipio as part of the area covered by the first three digits of the code.
- Part IV If the seventh, eighth and ninth digits are 000, and the point is not defined beyond the City level. If the seventh, eighth and ninth digits are other than 000, the point is defined at the Sub-Code level (see Sub-Code Structure below).

When taken together, the entire nine digits provide unique codes for points as defined above.

Getting Started

The SPLC application uses Railinc Single Sign-On (SSO) to manage permissions. It can be accessed from the Railinc portal at <http://public.railinc.com>. The **Customer Login** link is located at the upper right of the page.

Register to Use Railinc SSO

To use SPLC, you must register to use Railinc SSO. Refer to the [Railinc Single Sign-On User Guide](#) for details. Once you have access to Railinc SSO, you must request access to JUNC within SSO.

System Requirements

For information about the system requirements of Railinc web applications and for information about downloading compatible web browsers and file viewers, refer to the [Railinc UI Dictionary](#).

Accessing the Railinc Customer Success Center

The Railinc Customer Success Center provides reliable and timely high-level support for Railinc customers. Representatives are available to answer calls and respond to emails from 7:00 a.m. to 7:00 p.m. Eastern time, Monday through Friday, and provide on-call support via pager for all other hours to ensure support 24 hours a day, 7 days a week. Contact us toll-free by phone at 877- RAILINC (1-877-724-5462) or send an email directly to esc@railinc.com.

Learning about User Roles

Your assigned user role determines what functions you can perform. User roles are assigned by Railinc or by your company administrator through the SSO interface.

Exhibit 1. User Roles and Tasks

Task	Description
MRIRF Application Admin	Allows Railinc personnel to manage MRIRF permissions for users.
MRIRF Read Only	Allows users to have read only access to SPLC.
MRIRF SPLC Maintainer	Provides users with the maintenance capability in SPLC to add, update, and expire SPLCs.

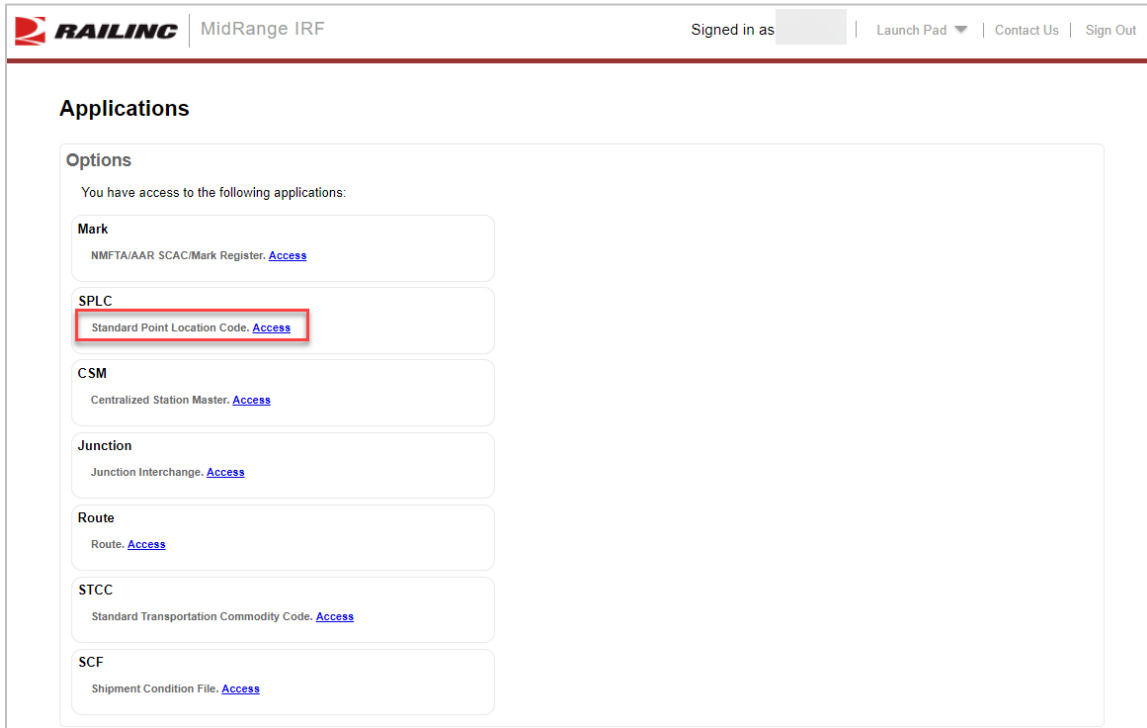
Logging In

To log into the SPLC system:

1. Open your internet browser and enter <https://public.railinc.com> to open the Railinc website.

2. Select the Customer Login link in the upper right of the page. The Account Access page is displayed.
3. Enter your **User ID** and **Password**. Select **Sign in**. The Railinc Launch Pad is displayed.
4. Under My Applications, select **MRIRF**. The MRIRF Home page is displayed.

Exhibit 2. MidRange IRF Home Page



5. Select the **Access** link for SPLC. The Browse SPLCs page is displayed ([Exhibit 3](#)).

Logging Out

Select the Sign Out link to end a SPLC session. The user returns to the Railinc Welcome Page.

Query

The SPLC application allows users to query for rail and motor point SPLCs.

Browsing SPLCs

Here is how to browse for SPLCs:

1. Log into the SPLC application. The Browse SPLC page is displayed. This page is also viewable by selecting **Query > Query SPLC** from the main menu.

Exhibit 3. Browse SPLC

The screenshot shows the RAILINC application interface for browsing SPLCs. The page title is "SPLC - Standard Point Location Code". The user is signed in as "document". The navigation menu includes "Query", "Add", "Add XREF", "Batch Reports", and "Documentation". The main content area is titled "Browse SPLC" and contains a search form with the following fields:

- SPLC Search**
 - SPLC:
 - Name:
 - Alias:
 - County:
 - State:
 - Trans Code:
 - Status:

There are "Clear" and "Search" buttons at the bottom right of the search form.

2. Complete one or more of the following fields:
 - a. **SPLC:** Enter between 2 and 9 digits for the SPLC Number.
 - b. **Name:** Enter at least 3 initial letters for the Location Name.
 - c. **Alias:** Enter at least 3 initial letters for the Alias Name.
 - d. **County:** Enter a full or partial County Name. The drop-down is dynamically completed based on field input. Select the appropriate County from the drop-down to complete the field.
 - e. **State:** Enter the 2-digit State abbreviation.
3. Along with the selected query criteria, use the following fields to help filter results:
 - a. **Trans Code:** Select BOTH-B, RAIL-R or NONRAIL-N.
 - b. **Status:** Select Active and Future, Historical or Both.
4. Select **Search** to initiate the search for SPLC records. All found records are displayed.

Exhibit 4. SPLC Search Results

Showing 1 to 134 of 134 entries

Source	SPLC	Name	Effective Date	Expiration Date	St/Prov	County
CTA	010596000	ANTIGONISH	2002-08-24	9999-12-31	NS	CANADA
NMFTA	014004000	ANTIGONISH	1993-01-01	9999-12-31	NS	ANTIGONISH
NMFTA	014080000	ANTIGONISH HARBOUR	1993-01-01	9999-12-31	NS	ANTIGONISH
NMFTA	020110003	ANTHONY'S COVE	1993-01-01	9999-12-31	NB	ST JOHN
CTA	040423000	ANTRIM	1991-01-01	9999-12-31	ON	CANADA
NMFTA	040688000	ANTRIM	1993-01-01	9999-12-31	ON	OTTAWA-CARLETON RM
CTA	044560000	ANTEN MILLS	1991-01-01	9999-12-31	ON	CANADA
NMFTA	060226000	ANTLER	1993-01-01	9999-12-31	SK	1 ESTEVAN
NMFTA	063624000	ANTELOPE	1993-01-01	9999-12-31	SK	8 SWIFT CURRENT
CTA	070439000	ANTLER	1991-01-01	9999-12-31	SK	CANADA
CTA	075173000	ANTELOPE	1991-01-01	9999-12-31	SK	CANADA
CTA	084506000	ANTHRACITE	1991-01-01	9999-12-31	AB	CANADA
CTA	085365000	ANTROSS	1991-01-01	9999-12-31	AB	CANADA
CTA	087046000	ANTON LAKE	1991-01-01	9999-12-31	AB	CANADA
CTA	099123000	ANTROBUS R	1991-01-01	9999-12-31	BC	CANADA
NMFTA	102120000	ANTON RUIZ	1990-01-01	9999-12-31	PR	HUMACAO
NMFTA	103300290	ANTIGUA NAVAL BASE	2002-11-15	9999-12-31	PR	SAN JUAN
NMFTA	128310000	ANTRIM TWP	1978-06-26	9999-12-31	NH	HILLSBOROUGH
NMFTA	128311000	ANTRIM	1997-01-01	9999-12-31	NH	HILLSBOROUGH
NMFTA	139241001	ANTHONY	1979-01-09	9999-12-31	VT	BENNINGTON

5. As needed, the headings above the columns can be selected to sort the data ascending or descending.
6. Perform one of the following additional actions:
 - a. To clear the results and begin a new search, select the **Clear** button.
 - b. Select a record to view full details of that record. The SPLC Details page is displayed ([Exhibit 7](#)). See [Managing SPLC Details](#) for additional actions.

Browsing Motor Points

Here is how to browse for Motor Points:


1. Log into the SPLC application. Select **Query > Query Motor Points**. The Browse Motor Point page is displayed.

Exhibit 5. Browse Motor Points

The screenshot shows the RAILINC SPLC - Standard Point Location Code search interface. At the top, there is a navigation bar with the RAILINC logo, the page title "SPLC - Standard Point Location Code", and user information "Signed in as document". There are also links for "Launch Pad", "Contact Us", and "Sign Out". Below the navigation bar is a menu with options: "Query", "Add", "Add XREF", "Batch Reports", and "Documentation". The main content area is titled "Browse Motor Points" and contains a "Motor Points Search" form. The form has the following fields: "SCAC" (a dropdown menu with "US" selected), "FSAC" (a text input field), "SPLC" (a text input field), "Name" (a text input field), "County" (a text input field), and "State" (a text input field). At the bottom of the form, there is a "Status" dropdown menu with "Active and Future" selected, and two buttons: "Clear" and "Search".

2. Complete one or more of the following fields:
 - a. **SCAC**: Select US, USX, CD or MX.
 - b. **FSAC**: Up to five position Freight Station Accounting Code Number assigned to the location.
 - c. **SPLC**: Enter between 2 and 9 digits for the Standard Point Location Code Number.
 - d. **Name, County State**.
3. Select a Status from the available drop-down: Active and Future, Historical or Both.
4. Select **Search** to initiate the query.

Exhibit 6. Motor Points Search Results


SPLC - Standard Point Location Code
Signed in as document | [Launch Pad](#) | [Contact Us](#) | [Sign Out](#)

Query
Add
Add XREF
Batch Reports
Documentation

Browse Motor Points

Motor Points Search

SCAC: FSAC:

SPLC: Name:

County: State:

Status:

Showing 1 to 6 of 6 entries

SCAC	FSAC	SPLC	Name	Effective Date	Expiration Date	St/Prov	County	Last Modified By	Last Modified TS
US	00783	328494000	ANTHONY	1991-01-02	9999-12-31	WI	EAU CLAIRE	EFPXR01	2001-02-07 11.52.25
US	06099	503761000	ANTHONY	1991-01-02	9999-12-31	MN	NORMAN	EFPXR01	2001-02-07 11.54.15
US	15529	589780000	ANTHONY	1991-01-02	9999-12-31	KS	HARPER	EFPXR01	2001-02-07 11.56.10
US	17607	618365000	ANTHONY	1991-01-02	9999-12-31	AR	HEMPSTEAD	EFPXR01	2001-02-07 11.56.32
US	23143	696861000	ANTHONY	1991-01-02	9999-12-31	TX	EL PASO	EFPXR01	2001-02-07 11.59.35
US	26818	779564000	ANTHONY	1991-01-02	9999-12-31	NM	DONA ANA	EFPXR01	2001-02-07 12.00.21

5. As needed, the headings above the columns can be selected to sort the data ascending or descending.
6. To clear the results and begin a new search, select the **Clear** button.

Manage SPLCs

Managing SPLC Details

Here is how to perform various management functions from within the SPLC Details page.

1. Perform a query for the SPLC that you want to manage (see [Browsing SPLCs](#)). Select the SPLC that you want to manage. The SPLC Details page is displayed.

Exhibit 7. SPLC Details

SPLC Source: NMFTA
SPLC: 139241001
Name: ANTHONY
Effective Date: 1979-01-09
Expiration Date: 9999-12-31
County: BENNINGTON
State/Prov: VT
Country: US
Time Zone: ET
DST Observed: YES
FIPS: 50003
Rail Station: NO
Non Rail Station: YES
Publish:
Last Updated By: INITLOD
Last Updated Date: 2000-02-01 15:25:58

Historical Comments: [\[Close\]](#)

Enter Comment :

2. Perform one of the following actions:
 - a. Select **Edit** to edit the displayed SPLC (see [Editing a SPLC](#)).
 - b. Select **Clone** to clone the displayed SPLC (see [Cloning a SPLC](#)).
 - c. Select **Expire** to expire the displayed SPLC (see [Expiring a SPLC](#)).
 - d. Select **Void** to void the displayed SPLC (see [Voiding a SPLC](#)).
 - e. Input Comments in the available field and then select **Add Comments** to add comments to the displayed SPLC (see [Adding/Viewing/Expiring Comments on a SPLC](#)).

Editing a SPLC

Here is how to edit a SPLC:

1. Perform a query for the SPLC that you want to edit and then access its details page (see [Managing SPLC Details](#)).
2. Select **Edit**. Depending on the type of SPLC (NMFTA or CTA), either the Edit National Motor Freight Traffic Association SPLC page ([Exhibit 8](#)) or the Edit Canadian Transportation Agency SPLC page ([Exhibit 9](#)) is displayed.

Exhibit 8. Edit National Motor Freight Traffic Association SPLC

RAILINC SPLC - Standard Point Location Code		Signed in as document	Launch Pad	Contact Us	Sign Out
Query	Add	Add XREF	Batch Reports	Documentation	
Edit National Motor Freight Traffic Association SPLC					
SPLC Source:	NMFTA				
SPLC:	411700000				
Point Name:	RALEIGH				
County:	WAKE				
State/Province:	NC - NORTH CAROLIN				
FIPS:	37183				
Country:	US				
Time Zone:	ET - EASTERN TIME				
DST Observed:	<input checked="" type="checkbox"/>				
Rail Station:	<input checked="" type="checkbox"/>				
Non Rail Station:	<input checked="" type="checkbox"/>				
Effective Date:	2012-03-01				
Expiration Date:	9999-12-31				
	Submit Cancel				

Exhibit 9. Edit Canadian Transportation Agency SPLC

The screenshot shows the RAILINC web application interface for editing a Canadian Transportation Agency SPLC. The page title is "SPLC - Standard Point Location Code" and the user is signed in as "document". The navigation bar includes "Query", "Add", "Add XREF", "Batch Reports", and "Documentation". The main form is titled "Edit Canadian Transportation Agency SPLC" and contains the following fields:

SPLC Source:	CTA
SPLC:	007626000
Point Name:	RALEIGH
County:	CANADA
State/Province:	NF - NEWFOUNDLAN
FIPS:	
Country:	CA
Time Zone:	NT - NEWFOUNDLAN
DST Observed:	<input checked="" type="checkbox"/>
Rail Station:	<input type="checkbox"/>
Non Rail Station:	<input checked="" type="checkbox"/>
Effective Date:	2012-03-01
Expiration Date:	9999-12-31

At the bottom of the form are "Submit" and "Cancel" buttons.

3. Make edits as needed to the available input fields. Some fields, such as County, will dynamically suggest entries based on typed input. And once selected, the corresponding fields will automatically be updated, such as the State/Province and FIPS.
4. Use the check boxes to determine if the location is DST Observed, a Rail Station, a Non Rail Station (or both).
5. Use the Effective Date field to determine the date that the change will become effective. This includes dates in the future but not dates in the past.
6. Select **Submit** to submit the edited record. If successful, a message is displayed: "SPLC Edited Successfully."

Cloning a SPLC

Here is how to clone a SPLC:

1. Perform a query for the SPLC that you want to clone and then access its details page (see [Managing SPLC Details](#)).
2. Select **Clone**. The Add National Motor Freight Traffic Association SPLC page is displayed with the input fields copied over from the selected location.

Exhibit 10. Add National Motor Freight Traffic Association SPLC (for Clone)

The screenshot shows the RAILINC SPLC - Standard Point Location Code interface. The page title is "SPLC - Standard Point Location Code" and the user is signed in as "document". The navigation menu includes "Query", "Add", "Add XREF", "Batch Reports", and "Documentation". The main heading is "Add National Motor Freight Traffic Association SPLC". The form contains the following fields:

- SPLC Source: NMFTA
- SPLC: 371513000
- Point Name: RALEIGH
- County: RUSH
- State/Province: IN - INDIANA
- FIPS: 18139
- Country: US
- Time Zone: ET - EASTERN TIME
- DST Observed:
- Rail Station:
- Non Rail Station:
- Effective Date: 1973-08-20
- Expiration Date: 9999-12-31

A "Submit" button is located at the bottom right of the form.

3. Modify the input fields as desired. At a minimum, a unique SPLC must be assigned.
4. Select **Submit** to submit the cloned record. If successful, a “SPLC Added Successfully” message is displayed.

Expiring a SPLC

Here is how to expire a SPLC:

1. Perform a query for the SPLC that you want to expire and then access its details page (see [Managing SPLC Details](#)).
2. Select **Expire**. An input pop-up is displayed allowing you to specify the expiration date.

Exhibit 11. Expire a SPLC

The screenshot shows a dialog box titled "Expire SPlc 048606000?". The "Expiration Date" field is set to "2012-02-29". A calendar for February 2012 is displayed, with the date 29 highlighted. The calendar shows the following dates:

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

Buttons for "Expire" and "Cancel" are visible. Below the calendar, there are buttons for "dit", "Clone", and "Exp".

3. Either directly enter an expiration date or use the provided calendar to select one. The system allows a SPLC to be expired in the past.
4. Select **Expire** to complete the process. A message is displayed asking you to confirm the decision. Select **OK**. If successful, a message is displayed: “SPLC Expired Successfully.”

Voiding a SPLC

Here is how to void a SPLC:

1. Perform a query for the SPLC that you want to void and then access its details page (see [Managing SPLC Details](#)).
2. Select **Void**. A message is displayed asking you to confirm your decision. Select **OK**. If successful, a message is displayed: “SPLC Voided Successfully.”

Adding/Viewing/Expiring Comments on a SPLC

Here is how to add/view/expire comments on a SPLC:

1. Perform a query for the SPLC that you want to add comments to and then access its details page (see [Managing SPLC Details](#)).
2. Enter comments in the Enter Comments field. Once entered, select **Add Comments**.
3. The input field blanks out and the comments are only viewable when the query is re-run. Once re-run the comments appear and are numbered under the Historical Comments section.

Exhibit 12. SPLC Details (with Comments)

The screenshot shows a window titled "278840602" with the following details:

- SPLC Source: NMFTA
- SPLC: 278840602
- Name: RALEIGH SHOPPING MALL
- Effective Date: 1976-12-01
- Expiration Date: 9999-12-31
- County: RALEIGH
- State/Prov: WV
- Country: US
- Time Zone: ET
- DST Observed: YES
- FIPS: 54081
- Rail Station: NO
- Non Rail Station: YES
- Publish:
- Last Updated By: INITLOD
- Last Updated Date: 2000-02-01 15:25:58

At the bottom of the details section are buttons for **Edit**, **Clone**, **Expire**, and **Void**.

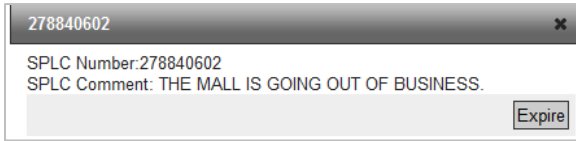
Below the details is the **Historical Comments** section, which includes a **[Close]** link and a list of comments:

- 1: THE MALL IS GOING OUT OF BUSINESS.

At the bottom is the **Enter Comment** section, which includes a text input field and an **Add Comment** button.

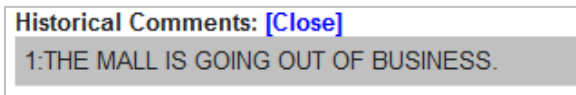
4. Double-click the comment if it needs to be expired. The selected comment appears in a pop-up with an Expire button.

Exhibit 13. Expire Comments Pop-up



5. Select **Expire** to expire the comments. The SPLC Detail screen re-appears. Re-run the query and view the record. The comments still appear but this time in a gray shading to indicate that it is expired.

Exhibit 14. Expired Comments



Add SPLCs

Adding National Motor Freight Traffic Association SPLC

Here is how to add a National Motor Freight Traffic Association SPLC:

1. Select **Add > Add NMFTA SPLC**. The Add National Motor Freight Traffic Association SPLC page is displayed.

Exhibit 15. Add NMFTA SPLC

The screenshot shows the RAILINC web application interface. The top navigation bar includes the RAILINC logo, the page title 'SPLC - Standard Point Location Code', and user information 'Signed in as document'. Below the navigation bar is a menu with options: Query, Add, Add XREF, Batch Reports, and Documentation. The main content area is titled 'Add National Motor Freight Traffic Association SPLC' and contains a form with the following fields:

- SPLC Source: NMFTA
- SPLC: [Text Input]
- Point Name: [Text Input]
- County: [Text Input]
- State/Province: [Dropdown Menu]
- FIPS: [Text Input]
- Country: [Text Input]
- Time Zone: [Dropdown Menu]
- DST Observed:
- Rail Station:
- Non Rail Station:
- Effective Date: 2012-03-01
- Expiration Date: 9999-12-31

A 'Submit' button is located at the bottom right of the form.

2. Complete the available input fields:
 - a. **SPLC:** SPLC # (9 digit numeric) is required. County, State/Province, FIPS and Country fields pre-fill based on this input.
 - b. **Point Name:** Formal name of SPLC.
 - c. **County:** County Name is required.
 - d. **State/Province:** State/Province Code is required.
 - e. **FIPS:** (Federal Information Processing Standards) Code; not used in Canada or Mexico.
 - f. **Country:** Country Code (US, MX, or CA) is required.
 - g. **Time Zone:** Time zone is required (valid values AT, CT, ET, MT, NT, PT, or TT).

- h. **DST Observed:** Used to determine if the location observes day light savings time.
 - i. **Rail Station/Non Rail Station:** Either Rail Station or Non Rail Station must be selected.
 - j. **Effective Date:** Defaults to today's date. Can be back or future dated.
 - k. **Expiration Date:** Defaults to 9999-12-31.
3. Select **Submit**.
 4. A confirmation message is displayed. Select **OK**.
 5. If all validation rules pass, a message is displayed: "SPLC Added Successfully."

Adding Canadian Transportation Agency SPLC

Here is how to add a Canadian Transportation Agency SPLC:

1. Select **Add > Add CTA SPLC**. The Add Canadian Transportation Agency SPLC page is displayed.

Exhibit 16. Add CTA SPLC

The screenshot shows the RAILINC web application interface. The top navigation bar includes the RAILINC logo, the page title "SPLC - Standard Point Location Code", and user information "Signed in as document". Below the navigation bar is a menu with options: Query, Add, Add XREF, Batch Reports, and Documentation. The main content area is titled "Add Canadian Transportation Agency SPLC" and contains a form with the following fields:

SPLC Source:	CTA
SPLC:	
Point Name:	
County:	CANADA
State/Province:	AB - ALBERTA
FIPS:	
Country:	CA
Time Zone:	
DST Observed:	<input type="checkbox"/>
Rail Station:	<input type="checkbox"/>
Non Rail Station:	<input type="checkbox"/>
Effective Date:	2012-03-01
Expiration Date:	9999-12-31
<input type="button" value="Submit"/>	

2. Complete the available input fields:
 - a. **SPLC:** SPLC # (9 digit numeric) is required. County, State/Province, and Country fields pre-fill based on this input.

- b. **Point Name:** Formal name of SPLC.
 - c. **County:** Pre-fills with “Canada”.
 - d. **State/Province:** State/Province Code is required. Pre-fills with Canadian provinces.
 - e. **FIPS:** (Federal Information Processing Standards) Code; not used in Canada or Mexico.
 - f. **Country:** Country Code (US, MX, or CA) is required.
 - g. **Time Zone:** Time zone is required (valid values AT, CT, ET, MT, NT, PT, or TT).
 - h. **DST Observed:** Used to determine if the location observes day light savings time.
 - i. **Rail Station/Non Rail Station:** Either Rail Station or Non Rail Station must be selected.
 - j. **Effective Date:** Defaults to today’s date. Can be back or future dated.
 - k. **Expiration Date:** Defaults to 9999-12-31.
3. Select **Submit**.
 4. A confirmation message is displayed. Select **OK**.
 5. If all validation rules pass, a message is displayed: “SPLC Added Successfully.”

Manage an XREF

Adding an XREF

Here is how to add an XREF to a SPLC:

1. Select **Add XREF**. The Add SPLC Cross Reference page is displayed.

Exhibit 17. Add SPLC Cross Reference

2. Complete the available fields:
 - a. **XREF Type:** **XA** (alternate name/same SPLC number) or **XP** (SPLC number is different)
 - b. **SPLC:** SPLC # (9 digit numeric) is required. County, State/Province, and Country fields pre-fill based on this input.
 - c. **XREF SPLC:** SPLC # (9 digit numeric) is required. Must be different if XREF Type is XP.
 - d. **XREF Name:** Name for the cross reference.
 - e. **Effective Date:** Defaults to today's date. Can be back or future dated.
 - f. **Expiration Date:** Defaults to 9999-12-31.
3. Select **Submit**.
4. A confirmation message is displayed. Select **OK**.
5. If all validation rules pass, a message is displayed: "SPLC XREF Added Successfully."

Viewing an XREF

Here is how to view an XREF that has been associated with a SPLC:

1. Perform a query for the SPLC with the XREF that you want to view and then access its details page (see [Managing SPLC Details](#)). The SPLC Detail page is displayed with the SPLC XREF included ([Exhibit 18](#)).

Exhibit 18. SPLC Detail page displayed with XREF

193535000
✕

SPLC Source: NMFTA

SPLC: 193535000

Name: ANTHONY

Effective Date: 1973-08-20

Expiration Date: 9999-12-31

County: HUNTERDON

State/Prov: NJ

Country: US

Time Zone: ET

DST Observed: YES

FIPS: 34019

Rail Station: NO

Non Rail Station: YES

Publish:

Last Updated By: INITLOD

Last Updated Date: 2000-02-01 15:25:58

SPLC XREF

Type	Name	XREF Splc	Effective Date	
XA	TONY	193535000	2012-03-01	EDIT EXPIRE

Edit Clone Expire Void

Historical Comments: [\[Close\]](#)

Enter Comment :

Add Comment

2. Perform one of the desired functions:
 - a. To **Edit** the XREF (see [Editing an XREF](#)).
 - b. To **Expire** an XREF, select the [Expire](#) link for the XREF you want to expire under the SPLC XREF heading (see [Expiring an XREF](#)).

Editing an XREF

1. Access the details page for the SPLC with an XREF that you want to edit (see [Viewing an XREF](#)) The SPLC Detail page is displayed with the SPLC XREF included ([Exhibit 18](#)).
2. Select the [Edit](#) link for the XREF you want to edit under the SPLC XREF heading. The Edit SPLC Cross Reference page is displayed.

Exhibit 19. Edit SPLC Cross Reference

The screenshot shows the 'Edit SPLC Cross Reference' form in the RAILINC system. The form is titled 'Edit SPLC Cross Reference' and is located within a navigation bar that includes 'Query', 'Add', 'Add XREF', 'Batch Reports', and 'Documentation'. The form contains the following fields:

- SPLC Source: NMFTA
- XREF Type: XA
- SPLC: 193535000
- XREF SPLC: 193535000
- XREF Name: TONY
- Effective Date: 2012-03-02
- Expiration Date: 9999-12-31

At the bottom of the form, there are two buttons: 'Submit' and 'Cancel'.

3. Edit the modifiable fields (XREF Name and Effective Date).
4. Select **Submit** to submit the changes.
5. A confirmation message is displayed. Select **OK**.
6. If all validation rules pass, a message is displayed: “SPLC XREF Edited Successfully.”

Expiring an XREF

1. Access the details page for the SPLC with an XREF that you want to expire (see [Viewing an XREF](#)) The SPLC Detail page is displayed with the SPLC XREF included ([Exhibit 18](#)).
2. Select the [Expire](#) link for the XREF you want to expire under the SPLC XREF heading. The Expire XREF pop-up box is displayed.

Exhibit 20. Expire XREF Pop-up

The screenshot shows the 'Expire XREF Pop-up' dialog box. The dialog box has a title bar that says 'Expire XREF undefined?'. It contains a field for 'Expiration Date' with the value '2012-03-01'. There are two buttons: 'Expire' and 'Cancel'.

3. Enter an expiration date or use the calendar that appears when within the field.
4. Select **Expire** to expire the XREF.
5. A confirmation message is displayed. Select **OK**.
6. If all validation rules pass, a message is displayed: SPLC XREF Expired Successfully.

Batch Reports

The SPLC interface allows users to run a variety of batch reports. Here is an overview of each available report.

- **Motor Directory** – Used to proof read data (all active records since 1900). Internal use only, not exposed to customers.
- **Rail Directory** – Used to proof read data (all active records since 1900). Internal use only, not exposed to customers.
- **Motor Supplement** – Used to proof read data (all active records since 1900). Internal use only, not exposed to customers.
- **Rail Supplement** – Used to proof read data (all active records since 1900). Internal use only, not exposed to customers.
- **Reset Publication Code** – Used to reset publication flag in database. Record selection for supplements is accomplished with a combination of range of dates (beginning and ending) and publication flag. For internal use only.
- **Tape Export Master** – Exported and distributed to NMFTA customers and used to update NMFTA SPLC Online product.
- **Tape Export Supplement** – Exported and distributed to customers.
- **All Motor/Rail Records** – Used for reviewing data. For internal use only

Running Reports

Here is how to run SPLC Batch Reports.

1. Select **Batch Reports > Run Reports**. The Run Batch Reports page is displayed.

Exhibit 21. Run Batch Reports

The screenshot shows the RAILINC SPLC interface. At the top, there is a navigation bar with the RAILINC logo, the text 'SPLC - Standard Point Location Code', and user information 'Signed in as document'. Below the navigation bar is a menu bar with options: Query, Add, Add XREF, Batch Reports, and Documentation. The main content area is titled 'Run Batch Reports' and contains a form with the following fields:

- Job:** A dropdown menu.
- Email:** A text input field containing 'Anthony.Will@railinc.com'.
- From Date:** A text input field.
- To Date:** A text input field.
- Run:** A button to execute the report.

At the bottom of the form, there is a message: 'All Report Jobs Completed. [Retrieve Files](#)'.

2. Select the job (Rail Directory, Motor Supplement, Rail Supplement, Tape Export Master, Tape Export Supplement, or All Motor/Rail Records).
3. Select the From and To Date parameters.

4. Select **Run**. A message appears that the “Job Started Successfully” with details on the bottom of the page.

Exhibit 22. Run Batch Reports (started successfully)

Run Batch Reports
Job Started Successfully

Job: railSupplement
Email: Anthony.Will@railinc.com
From Date: 2011-12-01 To Date: 2012-03-31

Started By	Job Name	Start Time	Status
document	railSupplement	2012-03-01 16:13:05.695	STARTED

5. Once completed, a link appears at the bottom of the page to retrieve the report. The reports can also be retrieved from the main menu (see [Retrieving Reports](#)).

Retrieving Reports

Here is how to retrieve SPLC Reports.

1. Select **Batch Reports > Retrieve Reports**. The Generated Reports page is displayed. The Generated Reports page can also be accessed directly from the Run Batch Reports page (see step 5 of [Running Reports](#)).

Exhibit 23. Generated Reports

Generated Reports
Refresh this page to see recently generated files.

FILE	CREATED BY	Date Range	RUN DATE	SIZE
csmmotorsupp_2012-02-14_2012-02-17.txt	kdiddy	-	2012-02-28 14:39:21	168
motorsupp.txt	document	2012-02-01 - 2012-03-31	2012-03-01 16:10:56	504
csmmotorsupp_2012-02-07_2012-02-16.txt	kdiddy	-	2012-02-28 14:31:59	168
railsupp.txt	document	2011-12-01 - 2012-03-31	2012-03-01 16:13:06	21966

2. Select the hyperlink of the report that you want to retrieve. A pop-up box appears asking you if you want to open or save the text file. Proceed as needed.

Standard Point Location Code (SPLC) Record Layout

All records are 248-byte fixed-length records, sorted by SPLC, record type, FSAC, sequence number, where those fields are applicable.

Segment Type	Segment Descriptor	Field Descriptor	Data Type	Starting Column	Maximum Length	Valid Values
A	Required	Record type	Text	1	1	B - Geopolitical C - Rail D - Comment E - Cross Reference
A	Required	SPLC	Text	2	9	Pad right with zeroes
A	Required	Transaction code	Text	11	1	Blank for all records on a Master Electronic Distribution; otherwise: 1=cancelled or expired 2=added 3=published modification 4=non-published modification
B	Geopolitical	Location name	Text	12	40	
B	Geopolitical	County name	Text	52	30	
B	Geopolitical	State or Province Code	Text	82	2	
B	Geopolitical	FIPS Publication 6-4 (Federal Information Processing Standards) Code	Integer	84	5	0 is valid
B	Geopolitical	Motor Service Indicator	Text	89	1	Y,N
B	Geopolitical	Rail Service Indicator	Text	90	1	Y,N
C	Rail Stations	Station Name	Text	91	30	
C	Rail Stations	FSAC-Freight Station Accounting Code	Text	121	5	
C	Rail Stations	SCAC-Standard Carrier Alpha Code	Text	126	4	
C	Rail Stations	Railroad Accounting Rule 260 Number	Text	130	3	
D	Comment	Comment sequence	Text	133	3	Pad left with zeroes
D	Comment	Comment	Text	136	61	
E	Cross reference	Cross reference sequence number	Text	197	3	Pad left with zeroes
E	Cross reference	Cross referenced SPLC	Text	200	9	
E	Cross reference	Cross referenced location name	Text	209	40	