

**GENERAL INSTRUCTIONS FOR PUBLIC & MEDIA ATTENDANCE
AT SURFACE TRANSPORTATION BOARD PUBLIC HEARINGS,
ORAL ARGUMENTS, VOTING CONFERENCES & OTHER EVENTS**

Unless otherwise stipulated in Surface Transportation Board news releases officially announcing upcoming open public hearings, oral-arguments, voting conferences and other public events, the following applies to attendance at such events. Given the following information and procedures, please plan to arrive early enough at the Board's headquarters building at Patriots Plaza, 395 E Street, S.W., Washington, D.C., no later than 15 minutes before an event is scheduled to begin.

- There will be no reserved seating in the hearing room, except for witnesses.
- The building is open to the public at 7:00 a.m., Monday through Friday.
- There is no public parking in the building.
- Please enter the building through the main, 395 E St. entrance (nearest the northeast corner of the intersection of 4th and E Streets, S.W.). All visitors must check in at the security desk in the building's main lobby prior to being escorted to the 1st-Floor hearing room.
- At the security desk, be prepared to produce valid photographic identification (driver's license or local, state or federal-governmental identification); sign-in at the security desk; receive a hearing-room pass (to be displayed at all times); submit to an inspection of all briefcases, handbags, etc.; then pass through a metal detector.
- Upon entering the hearing room, witnesses should check in with the Board's Secretary. Persons choosing to exit the building during the course of an event must surrender their hearing-room passes to security personnel and will be subject to the above security procedures if they choose to re-enter the building. Hearing-room passes likewise will be collected from those exiting the event upon its conclusion.
- Laptops and recorders may be used in the hearing room, but no provision will be made for connecting personal computers to the Internet.
- Cellular telephone use is not permitted in the hearing room; cell phones may be used quietly in the corridor surrounding the hearing room, or in the building's main lobby.
- The Board's hearing room complies with the *Americans With Disabilities Act*, and persons needing such accommodation should telephone (202) 245-0245 by the close of business on the day prior to the scheduled event.

The Board announces its scheduled public hearings, oral arguments, voting conferences and other events well in advance. The agency's news releases may be viewed and downloaded free of charge (via the home-page "News" button) at the agency's Web site at <http://www.stb.dot.gov>.

###