



## Learn. Share. Engage.

This issue of the *Biweekly Message* focuses on the Safety Hazard Identification requirements under the Public Transportation Agency Safety Plan (PTASP) regulation (49 CFR § 673.25(b)).

## Featured Resources

Pages 8-10 of the [Sample ASP for Small Public Transportation Providers](#) and pages 19-20 of the [Sample ASP for Bus Transit Providers](#) offer sample ASP content regarding Safety Hazard Identification.

Section 3.1.2 of the [PTASP Workshop Participant Guide](#) reviews requirements for identifying hazards.

The [Sample Hazard Classification System](#) provides a model for transit agencies to consider during Safety Management System development.

The [Hazards and Consequences Self-Guided Learning Tool](#) helps entities distinguish between hazards and consequences in Safety Risk Management (SRM).

The [Hazard Management vs. Safety Risk Management Guide](#) compares the hazard management process previously required in FTA's former State Safety Oversight regulation (Part 659) and the SRM process required in Part 673.

[Potential Sources of Hazard Information for Bus Transit Operations](#) is designed to help agencies identify potential sources of hazards for analysis through the SRM process.

ASP Lessons Learned Webinar (October 22, 2020):  
[Webinar Presentation](#) | [Webinar Recording](#)

Access the entire resource library by visiting FTA's [PTASP Technical Assistance Center website](#).

### Need Assistance?

Contact a PTASP Specialist today!



[PTASP-TAC@dot.gov](mailto:PTASP-TAC@dot.gov)



1-87 PTASP-AID  
1 (877) 827-7243

9 a.m. to 8 p.m. EST, M-F

Did you know that FTA's Technical Assistance Center (TAC) offers voluntary reviews of draft ASPs?



**Submit your ASP by  
November 13, 2020 to  
guarantee review by TAC.**

For more information, see the [Agency Safety Plan Review: What to Expect](#).

## Upcoming Events

### ASP Development Lessons Learned Part 2: Safety Assurance & Safety Promotion

**When:** Thursday, November 19,  
2-3:30 p.m. EST

[Register Here](#)

### Transitioning to ASP Implementation

**When:** Thursday, December 17,  
2-3:30 p.m. EST

[Register Here](#)



## Q & A Highlights

### Question 1:

What types of incidents are intended to be tracked and monitored by the ASP? Should the agency be reviewing events such as vehicle accidents, thefts, and potential terror attacks?

#### FTA Response:

The PTASP regulation defines an event ([§ 673.5](#)) as any [accident](#), [incident](#), or [occurrence](#). For the safety event performance measure, FTA uses all safety events that meet a National Transit Database (NTD) major event reporting threshold. The NTD defines a safety event as a collision, derailment, fire, hazardous material spill, an act of nature (Act of God), evacuation, or other safety occurrence not otherwise classified occurring on transit right-of-way, in a transit revenue facility, in a transit maintenance facility, or involving a transit revenue vehicle and meeting established NTD thresholds.

Additionally, investigations of accidents and other events may be valuable sources of information for identifying hazards and supporting your Safety Risk Assessment process.

### Question 2:

The FTA document titled [PTASP Checklist for Bus Transit](#) states, in section 5, that Safety Hazard Identification is supposed to include “data and information provided by FTA as sources for hazard identification.” Do you know where I can find this FTA data?

#### FTA Response:

A transit agency “must consider, as a source for hazard identification, data and information provided by an oversight authority and the FTA” ([§ 673.25\(b\)\(2\)](#)). This may include updates to the [National Public Transportation Safety Plan](#), [safety advisories](#), [safety bulletins](#), [special](#) and [general](#) directives, or reports. You can sign up to receive safety information from FTA through [GovDelivery](#).

### Question 3:

Do we need to list all of our agency’s hazards and Safety Risk Assessment activities in the Safety Risk Management section of the ASP?

#### FTA Response:

The ASP must document your agency’s hazard **sources** and hazard identification **process**, as well as the processes you use to assess safety risk and create safety risk mitigations. There is no requirement to document specific hazards or safety assessments within the ASP. However, your agency must keep records of the results of all its Safety Hazard Identification, Safety Risk Assessment, and Safety Risk Mitigation activities.



## ASP Lessons Learned: Hazard Identification

(The following content is an excerpt from the [ASP Lessons Learned](#) document.)

- Describe the methods or processes used to identify hazards and consequences of hazards and note the relevant authorities, accountabilities, and responsibilities of key positions.
- Consider referencing a separate document with details on methods and processes and/or consider describing how the agency carries out Safety Hazard Identification.
- For example, identify responsible parties and describe data management, identification frequency, and key outputs.
- Include FTA and other oversight authorities as a source of hazard information.
- Consider specifying that employees, contractors, and the public may also be sources of hazard information.
- Consider describing the protocols the agency uses to immediately address hazards that pose an imminent threat to the safety of persons or property.
- Consider describing how the agency will select or prioritize hazards and potential consequences to undergo Safety Risk Assessment.

### Coronavirus Disease 2019 (COVID-19)

FTA encourages transit agencies to stay informed and prepared for protecting personnel and passengers against COVID-19. For more information, visit [FTA's COVID-19 web page](#).

### Get Involved with the [PTASP Community of Practice](#)

We want to hear from you! Below are two of many topics for discussion. Start the conversation today to support your ASP development and learn from your peers.

- What is one takeaway from an [FTA workshop, webinar, training, or resource](#) that helped you conduct Safety Hazard Identification at your agency?
- What kind of guidance is your agency providing for safety staff to ensure that hazards identified during the Safety Risk Management process [are hazards and not consequences](#)?

*The contents of this document do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies. Grantees and subgrantees should refer to FTA's statutes and regulations for applicable requirements.*