



## Learn. Share. Engage.

This issue of the PTASP TAC Update focuses on recent questions from transit agencies about the Public Transportation Agency Safety Plan (PTASP) regulation ([49 CFR Part 673](#)).

## Featured Resources

**New!** The [Accessing and Using Safety and Security Event Data Guide](#) reviews how to access National Transit Database (NTD) Safety and Security data to support a transit agency's safety performance measurement activities and benchmarking efforts.

The Sample Safety Risk Assessment Matrices for [Bus Transit Agencies](#) and [Rail Transit Agencies](#) can help establish a safety risk assessment matrix appropriate for an agency's size and complexity of operations.

[Introduction to Safety Performance Indicators \(SPIs\) and Targets \(SPTs\)](#) can help agencies develop SPIs and SPTs as part of the agency's ongoing safety performance monitoring and measurement activities.

SPTs Webinar (February 4, 2020):

[Webinar Presentation](#) | [Webinar Recording](#)

Access the entire TAC Resource Library by visiting FTA's [PTASP TAC website](#).

## Q & A Highlights

### Question 1:

Who is supposed to perform the risk assessment portion for each hazard in the log? Is this up to the agency? Should this be done by our safety planning team or by the Chief Safety Officer?

### FTA Response:

Your transit agency will determine who should perform safety risk assessment activities. This decision may be guided by your agency's size and operating characteristics.



## Complete the Transit Industry Surveys by November 24

These surveys will help inform the services and support FTA offers regarding the PTASP regulation. Your feedback will help us improve FTA's safety programs, and we appreciate your opinion.

[Survey for transit agencies & States](#)

[Survey for State Safety Oversight Agencies](#)

## ASP Implementation Workshop Recorded Version

The [recorded version](#) of the workshop and its accompanying [Participant Workbook](#) are available in the TAC Resource Library.

## Need Assistance?

Contact the PTASP Technical Assistance Center (TAC) to speak with a specialist today!



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



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

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



Contact the TAC for **one-on-one technical sessions** for ASP support.



An agency may choose to use a centralized or decentralized approach. For example, in a centralized approach, the Safety Department may lead the activities with input from subject matter experts in operations and maintenance. In a decentralized approach, operations and maintenance personnel conduct the assessments, and the Safety Department assists and tracks.

Your agency may also choose to have a cross-functional team with various skills perform the safety risk assessments. Agencies may choose to ensure that individuals involved in risk assessment are trained on the agency's process and tools (e.g., a safety risk matrix) for conducting assessments.

### Question 2:

Should our agency's SPTs measure from July 20 annually, our fiscal year, or calendar year?

### FTA Response:

FTA does not prescribe a specific time frame for SPT measurement. Generally, an agency sets SPTs for each mode representing its goals for the upcoming year, which could be calendar, fiscal, or National Transit Database reporting year.

However, as noted in FTA's [SPTs Guide](#), States and Metropolitan Planning Organizations (MPOs) may request that transit agencies use a specific time frame for the "total number" SPTs and specific vehicle revenue mile values for "rate" SPTs to ensure consistency across transit modes.

Please note that the PTASP regulation requires that transit agencies make their SPTs available to the State and MPO to aid in their planning processes ([§ 673.15\(a\)](#)), and that they coordinate with the State and MPO, to the maximum extent practicable, in the selection of State and MPO SPTs ([§ 673.15\(b\)](#)).

### Question 3:

How should a safety committee meeting be set up according to FTA? What does it look like? Who oversees it, a safety manager or an elected chairperson?

### FTA Response:

At this time, FTA does not require transit agencies to have safety committees, nor has FTA established guidance on forming a safety committee given the varying sizes and organizational structures of the many recipients and subrecipients throughout the country. Transit agencies may choose to institute a safety committee process as a part of their "key staff" ([§ 673.23\(d\)\(4\)](#)), with responsibilities for developing and managing their Safety Management Systems.

FTA has developed the [Sample Bus Transit Provider ASP](#) that outlines some examples of safety committees and their responsibilities (pages 10-13).