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This issue of the Public Transportation Agency Safety Plan (PTASP) Technical Assistance Center (TAC) Update focuses on Agency Safety Plan (ASP) reviews and updates.

Featured Resources

New! Using ASP Reviews and Updates to Advance Your SMS: Provides information to help agencies incorporate the elements of Safety Management Systems (SMS) into their ASP as they perform their annual ASP review and update.

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

ASP Review Process: Includes a sample annual review process and reviews when an agency may need to update their ASP.

PTASP Documentation and Recordkeeping: Presents some considerations for transit agencies about PTASP documentation and recordkeeping.

Bus ASP Implementation Workshop Participant Workbook: Provides information to help agencies implement elements of their ASP.

Bipartisan Infrastructure Law Changes to PTASP Requirements Webinar: Presents the new requirements of the Bipartisan Infrastructure Law to transit agencies with an ASP in place under the PTASP regulation.

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

Updates to ASPs to Comply with Bipartisan Infrastructure Law Requirements: Includes an overview of the new requirements established in the Bipartisan Infrastructure law, including information on Urbanized Area designations and FTA's annual certifications and assurances process.

ASP Directory: Includes publicly available ASPs as a resource. Note: FTA has not assessed whether any of the plans meet applicable statutory or regulatory requirements. This directory is provided for technical assistance only.

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

Need Assistance?

Contact the PTASP TAC at



PTASP-TAC@dot.gov



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



Contact the TAC for **one-on-one technical sessions** for Agency Safety Plan (ASP) development and implementation support and voluntary ASP reviews.

Upcoming Mailbag Webinar Episode

**Measuring Progress Toward
Safety Objectives**

When: November 2023

Sign-Up for Release
Notification Coming Soon



Please note: The Q&A Highlights below, as well as the [PTASP Frequently Asked Questions](#), pertain to the [PTASP Final Rule](#) in effect as of July 19, 2019, and the Bipartisan Infrastructure Law [statutory requirements in 49 U.S.C. 5329\(d\)](#). They do not pertain to the PTASP [Notice of Proposed Rulemaking](#) published April 26, 2023 in the *Federal Register*.

Q & A Highlights

Question 1:

Do the Bipartisan Infrastructure Law and PTASP regulation require the Board of Directors to approve the ASP annually?

FTA Response:

Per [49 CFR § 673.11\(a\)\(5\)](#), transit agencies must establish a process and timeline for conducting an annual review and update of the ASP. Section 673.11(a)(1) requires any updates to be signed by the Accountable Executive and approved by the agency's Board of Directors (or Equivalent Authority).

In addition, the Bipartisan Infrastructure Law requires recipients of Urbanized Area Formula Funding (49 U.S.C. § 5307) serving an urbanized area with a population of 200,000 or more (large urbanized area) to establish a Safety Committee that must approve the ASP and any updates to the ASP, before approval by the Board of Directors or Equivalent Authority.

Please note that for rail transit agencies, the State Safety Oversight Agency (SSOA) also must approve the ASP. The SSOA has the authority to establish more specific requirements in the SSOA Program Standard for the rail transit agencies in its jurisdiction.

Question 2:

What kind of documentation does the Bipartisan Infrastructure Law require to show Safety Committee approval of an ASP or ASP update? Is there anything the agency needs to send FTA as proof of this update and approval?

FTA Response:

The Bipartisan Infrastructure Law does not establish specific procedures for documenting the Safety Committee's approval of the ASP. Agencies could document the approval through Safety Committee meeting minutes, a formal letter sent from the Safety Committee to the Accountable Executive or Board of Directors/Equivalent Authority, or another documentation method.

Regardless of how your agency documents the Safety Committee approval of the ASP, it should be prepared to demonstrate compliance with PTASP regulation and Bipartisan Infrastructure Law requirements during FTA's Triennial Reviews or upon FTA request. A transit agency must maintain documentation for a minimum of three years ([§ 673.31](#)).

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.

