



U.S. Department
of Transportation

**Federal Transit
Administration**

Headquarters

1200 New Jersey Avenue, SE
Washington, DC 20590

SENT VIA EMAIL

November 27, 2024

Mr. Phillip Eng
General Manager
Massachusetts Bay Transportation Authority
10 Park Plaza
Boston, MA 02116

Subject: Response to Closeout Request for FTA-LC-22-003 (Training and Certification Materials for Workers Responsible for the Movement of Railcars)

Dear Mr. Eng:

On October 16, 2024, the Massachusetts Bay Transportation Authority (MBTA) submitted a Corrective Action Plan (CAP) closeout request for **FTA-LC-22-003 (Training and Certification Materials for Workers Responsible for the Movement of Railcars)**. The MBTA developed this CAP as part of its response to interim findings issued in Special Directive (SD) 22-7: Lapsed Certifications from the Safety Management Inspection (SMI) initiated by the Federal Transit Administration (FTA) in April 2022.

MBTA's CAP for **FTA-LC-22-003** includes six action items, approved by FTA on August 8, 2022, to address the following SD 22-7 finding and required action:

- **Finding 3:** MBTA does not effectively train and certify personnel responsible for the movement of railcars.
- **Required Action (FTA-LC-22-003):** MBTA must create, review, and/or update its training materials to include:
 - Training and certification manuals for each line, to include manuals for operators and supervisors.
 - Updated rulebooks for all train lines, enforce version control.
 - A compilation of temporary and permanent orders.
- MBTA must make training materials available electronically and ensure that employees who have enrolled for training have completed the training.

To implement this CAP, between August 8, 2022, and October 16, 2024, MBTA undertook the following CAP action items and submitted documentation regarding their completion:

- Developed and implemented a compilation of all relevant temporary and permanent orders and documented a process to be maintained;

- Reviewed, updated, and published the Operations Rulebook;
- Created formal training and certification manuals;
- Developed and documented a process for updating training materials;
- Developed and documented a process to ensure employees who enroll for training have completed the training; and
- Developed a digital solution to provide access to rail training materials and documented a process for maintenance.

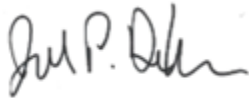
FTA carefully evaluated the submitted documentation and reviewed submissions with MBTA during biweekly/monthly meetings on SD 22-7 between August 2022 and November 2024.

Based on review of these submissions and the results of verification activity, FTA finds that these completed action items satisfy the requirements of CAP FTA-LC-22-003 and this CAP may now be closed.

Conclusion

This CAP closure represents a tremendous amount of work and FTA greatly appreciates your efforts. Please contact our SMI Coordinator, Christian Hernandez, by phone at (213) 552-3494 or by email at Christian.Hernandez@dot.gov with any questions.

Sincerely,



Joe DeLorenzo
Associate Administrator and
Chief Safety Officer
Office of Transit Safety and Oversight

cc: Peter Butler, Regional Administrator, FTA Region 1
Ryan Coholan, Chief Operating Officer, MBTA
Tim Lesniak, Chief Safety Officer, MBTA
Meredith Sandberg, Chief of Quality, Compliance, and Oversight, MBTA
Pat Lavin, Chief Safety Officer, Massachusetts Department of Transportation
Jamie Van Nostrand, Chair, Massachusetts Department of Public Utilities (DPU)
Robert Hanson, Rail Safety Director, DPU