

# **SSOR Annual Report Refresher Training Overview**

**Transit Safety and Oversight  
Federal Transit Administration**

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February 20, 2025



U.S. Department of Transportation  
Federal Transit Administration

# Speaker Introductions



**Myesha Stephney**  
Program Analyst  
Office of Safety Oversight  
and Compliance



**John P. Chism**  
Program Manager  
Office of Safety Oversight  
and Compliance

# FTA Mission, Vision, Values



## Mission

Improve America's Communities through Public Transportation



## Vision

A Better Quality of Life for All Built on Public Transportation Excellence

## Values

*Service*

Provide reliable, transparent, responsive, and anticipatory services to meet stakeholder needs

*Integrity*

Commitment to the highest professional and ethical standards

*Innovation*

Foster new ideas, concepts, and solutions for improved outcomes

*Resiliency*

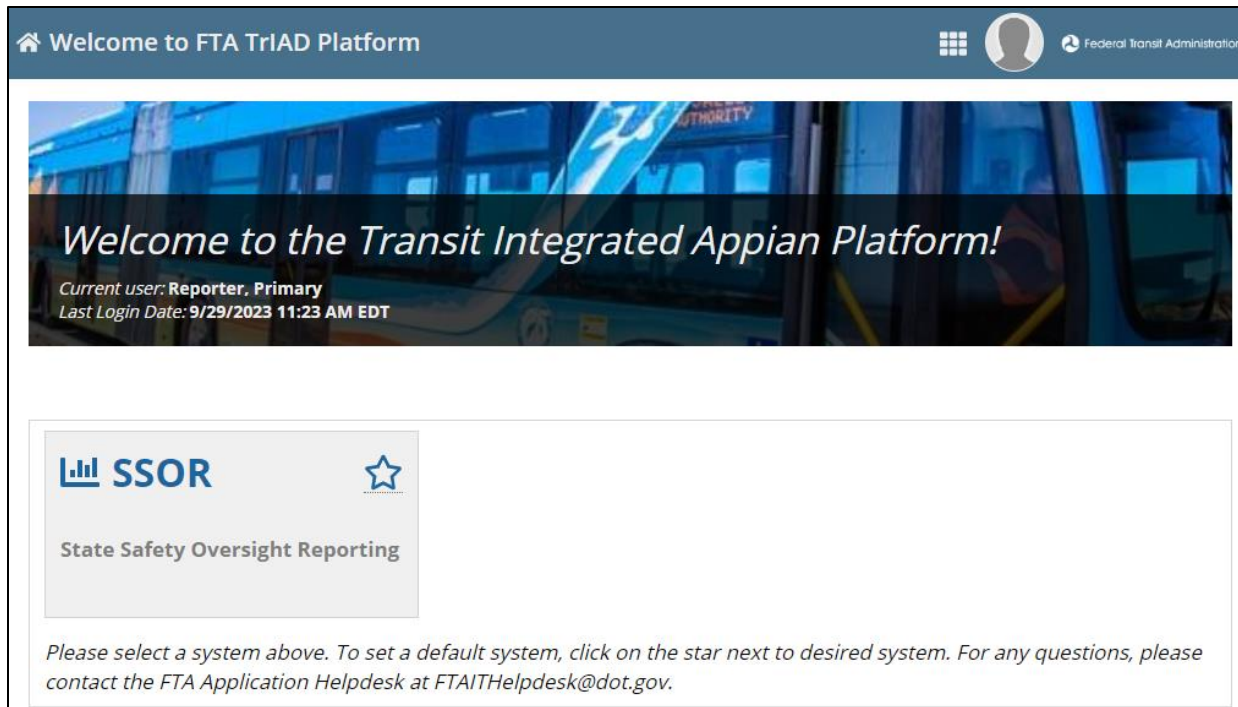
Optimize decisions, resources, and systems to make long-term positive impacts on the environment, infrastructure, and safety

# Agenda

- Overview and Primary Functions
- Benefits of SSOR
- Enhancements and New Features
- SSOR Modules and Features
- Modules and Known Challenges
- National Transit Database Integration and Access
- Modes in Engineering
- Q & A

# SSOR Overview and Primary Functions

<https://faces.fta.dot.gov/suite/>



The screenshot shows the FTA TriAD Platform interface. At the top, it says "Welcome to FTA TriAD Platform" and "Federal Transit Administration". Below this is a banner for "Welcome to the Transit Integrated Appian Platform!" with user information: "Current user: Reporter, Primary" and "Last Login Date: 9/29/2023 11:23 AM EDT". The main content area features a card for "SSOR" (State Safety Oversight Reporting) with a star icon. Below the card, there is a note: "Please select a system above. To set a default system, click on the star next to desired system. For any questions, please contact the FTA Application Helpdesk at FTAITHelpdesk@dot.gov."

SSOR satisfies requirement for annual State Safety Oversight Agency (SSOA) reporting.

- Per CFR 674.39, SSOAs must submit an Annual Report by March 15th annually to FTA.
- Safety data "must be submitted electronically through a reporting system specified by FTA."

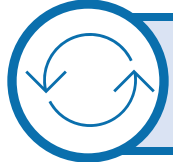
SSOR also:

- Serves as FTA's source of contact information for SSOA personnel and rail transit agency safety staff
- Allows for SSOAs to document SSO Program activity throughout the year
- Provides SSOAs with access to current and historical SSO Program data for their agency

# Benefits of SSOR



Improved data management



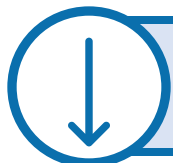
Year-round access to data and expert functionality



Reduced SSOA reporting burden



SSOAs no longer report events to FTA



Streamlined data validation through coordination within SSOR



SSOAs can see event data reported by their RTAs

# Enhancements and New Features



Updated Frequently Asked Questions



Email for reporting questions: [FTASSORSupport@dot.gov](mailto:FTASSORSupport@dot.gov)



Schedule a “1 on 1 session” with SSOR staff



SSOR User Manual and Quick Reference Guide



“Who to contact” graphic

# Poll Question #1

For questions about using SSOR, reporting policy, or NTD/Event Threshold Questions, or to schedule a 1-on-1 session, what Email address should you use?

- A. SSOR IT HELP (FTA.SSOR.HELP@dot.gov)
- B. FTA IT Help Desk (FTAITHelpDesk@dot.gov)
- C. SSOR Support (FTASSORSupport@dot.gov)



# Poll Question #1

For questions about using SSOR, reporting policy, or NTD/Event Threshold Questions, or to schedule a 1-on-1 session, what Email address should you use?

- A. SSOR IT HELP (FTA.SSOR.HELP@dot.gov)
- B. FTA IT Help Desk (FTAITHelpDesk@dot.gov)
- C. SSOR Support (**FTASSORSupport@dot.gov**)

# SSOR Homepage

[HOME](#)
[AGENCY MANAGEMENT](#)
[ANALYSIS](#)
[QUICK ADD](#)

 State Safety Oversight Reporting (SSOR) ▾

Federal Transit Administration

## My Safety Home

Hello, Primary. What do you need help with?

**Help Desk Information** ▾

**Reporting/Policy Questions**  
[FTASSORSupport@dot.gov](mailto:FTASSORSupport@dot.gov)  
*Email us to schedule a 1 on 1 session*

**Technical/IT Issues**  
 Help Desk Business Hours: 8:00 a.m. – 8:00 p.m. ET, Mon. – Fri.  
[FTAITHelpDesk@dot.gov](mailto:FTAITHelpDesk@dot.gov)

**SSOR POC**  
 Myesha Stephney  
[Myesha.Stephney@dot.gov](mailto:Myesha.Stephney@dot.gov)

**Help Documents**
 **Frequently Asked Questions**
 **Training Videos**

**Annual Report Submission Status** ▾

Agency Name	Report Year	Due Date	Report Status	Open Issues
Arizona Department of Transportation	2023	3/15/2024	New	0
Arizona Department of Transportation	2022	3/15/2023	Recalled	0
Arizona Department of Transportation	2020	3/15/2021	In Review	3
Arizona Department of Transportation	2019	3/15/2020	Awaiting Review	0

**Open Issues** ▾

ID	Agency	Created On	Description	Status
1158	SSOR Test Reporter # 1	6/12/2023 1:45 PM EDT	test	!
1157	SSOR Test Reporter # 1	6/12/2023 1:32 PM EDT	test	!
1143	SSOR Test Reporter # 1	11/3/2022 9:53 AM EDT	Test Non-Probable Cause Edit	!

**Quick Links** ▾

- [Modify Settings](#)
- [Request Management](#)
- [Manage Notifications](#)

**FTA Program Manager(s)** ▾

**ADOT (2019)**  
[TSO20 PM](#)

(8)

# SSOR Homepage

- Easy navigation to data
- Pending items for user review
  - Annual Report Submission Status
  - Incomplete Events
  - Pending Requests
  - Open Issues
  - Open Discrepancies
- Quick Links and FTA Contacts for Assistance

### Annual Report Submission Status

Agency Name	Report Year	Due Date	Report Status	Open Issues
Arizona Department of Transportation	2023	3/15/2024	New	0
Arizona Department of Transportation	2022	3/15/2023	Recalled	0
Arizona Department of Transportation	2020	3/15/2021	In Review	3
Arizona Department of Transportation	2019	3/15/2020	Awaiting Review	0
Arkansas Department of Transportation	2023	3/15/2024	New	0

Items per page: 5 10 25 50 100

### Open Issues

ID	Agency	Created On	Description	Status
1158	SSOR Test Reporter # 1	6/12/2023 1:45 PM EDT	test	<span style="color: orange;">!</span>
1157	SSOR Test Reporter # 1	6/12/2023 1:32 PM EDT	test	<span style="color: orange;">!</span>
1143	SSOR Test Reporter # 1	11/3/2022 9:53 AM EDT	Test Non-Probable Cause Edit	<span style="color: orange;">!</span>
1142	Port Authority of Allegheny County (The T and Monongahela Incline and Duquesne Incline)	11/3/2022 9:52 AM EDT	Test Reporter Probable Cause edit	<span style="color: orange;">!</span>
1141	Port Authority of Allegheny County (The T and Monongahela Incline and Duquesne Incline)	11/3/2022 9:52 AM EDT	Test Reporter Probable Cause edit (other descri...)	<span style="color: orange;">!</span>

Items per page: 5 10 25 50 100

### Quick Links

- Modify Settings
- Request Management
- Manage Notifications

### FTA Program Manager(s)

- ADOT (2019)**  
[TSO20 PM](#)
- ArDOT (2019)**  
[TSO20 PM](#)
- ADOT EDIT (2020)**  
[TSO20 PM](#)
- COPUC (2020)**  
[TSO20 PM](#)
- ArDOT (2020)**  
[TSO20 PM](#)
- PENNDOT (2020)**  
[TSO20 PM](#)
- ArDOT (2021)**  
[TSO20 PM](#)
- COPUC (2021)**  
[TSO20 PM](#)
- PENNDOT (2021)**  
[TSO20 PM](#)
- ArDOT (2022)**

### Incomplete Events

NTD Event ID	RTA	Event Date/Time	Description	Report Issued?
1065495	Port Authority of Allegheny County (The T and	12/12/2021	new test	<span style="color: green;">●</span>

# SSOR Modules

 Profile  Contacts  CAPs  STARS  Internal Safety Review  Events  Issues  Discrepancies  Annual Report Submission

## Reporting Modules

- Profile
- Contacts
- Corrective Action Plans
- SSO Triennial Audit of the RTA
- Internal Safety Review
- Events

## Validation Modules

- Issues
- Discrepancies

# Module Features

## Report Year

You can use a dropdown to select what year you want to view

## Currently Viewing

You can switch between viewing SSOA data or RTA-specific data

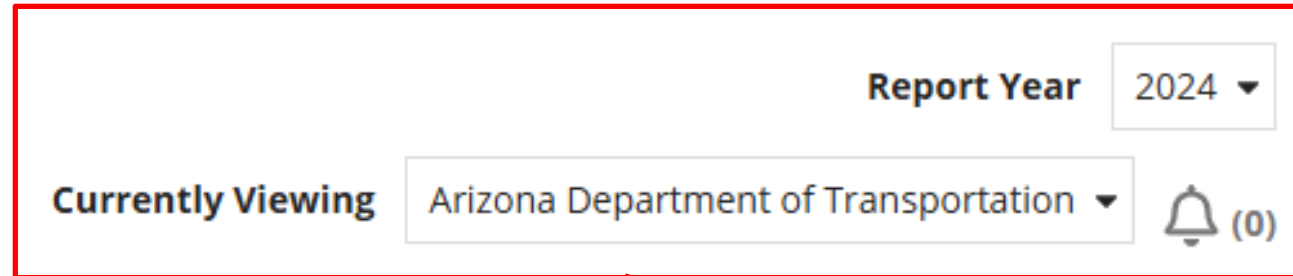
## Comments

You can make comments directly from SSOR forms  
You can tag individuals to coordinate with FTA staff and other SSOA users

## Filters

You can narrow down Module data by specific data points within each module

# Module Features: Report Year and Currently Viewing



The screenshot shows the 'State Safety Oversight Reporting (SSOR)' interface. The top navigation bar includes 'HOME', 'AGENCY MANAGEMENT', 'ANALYSIS', and 'QUICK ADD'. The main header displays 'State Safety Oversight Reporting (SSOR)' and 'Federal Transit Administration'. The page title is 'Arizona Department of Transportation > Profile'. Below the title is a horizontal menu with icons for 'Profile', 'Contacts', 'CAPs', 'STARS', 'Internal Safety Review', 'Events', 'Issues', 'Discrepancies', and 'Annual Report Submission'. On the right side of this menu is a 'Report Year' dropdown set to '2024'. Below the menu is a 'Currently Viewing' dropdown set to 'Arizona Department of Transportation' with a notification bell icon and '(0)'. There are three buttons: 'VERIFY', 'EDIT', and '+REQUEST NEW RTA'. The main content area is divided into two columns. The left column has a section titled 'Report Submission Information' with 'Status' set to 'New'. The right column has a section titled 'FTA Contact Information' with 'FTA Program' set to 'TSO20 PM'. Other fields include 'Recipient ID' (1635) and 'Agency Name' (Arizona Department of Transportation).

# Module Feature: Comments

**Comments**

Write a Comment ?

*Write a New Comment*

0/1000

Comment Visibility: All ▾ Tag Users ? No users tagged

POST COMMENT

State Safety Oversight Reporting (SSOR) TE Federal Transit Administration

## Arizona Department of Transportation > Profile

Profile Contacts CAPS STARS Internal Safety Review Events Issues Discrepancies Annual Report Submission Report Year: 2024

Currently Viewing: Arizona Department of Transportation (0)

VERIFY EDIT +REQUEST NEW RTA

### Report Submission Information

Status: New Recipient ID: 1635

### Basic Information

Agency Name: Arizona Department of Transportation  
Acronym: ADOT  
674 Certification: Apr 24, 2018

### Agency Contact Information

SSOA Program Manager: Jill Dusenberry  
E-mail Address: [jdusenberry@azdot.gov](mailto:jdusenberry@azdot.gov)  
Website: <https://www.azdot.gov>

Type	Phone Number	Extension	Primary?
Mobile	602-712-8798	289	✓

### FTA Contact Information

FTA Program Manager: TSO20 PM  
Phone Number: 202-366-2164  
Email: [TSO20PM@test.dot.gov](mailto:TSO20PM@test.dot.gov)

### Agency Address

Address Line 1: 206 NS 170th Avenue edit  
Address Line 2: Mail Drop 310B  
City: Phoenix  
State: AZ  
Zip Code: 85007-0000  
FTA Region: Region 8

> Coordination Data  
> SSOA Authority  
> Documents

Load Comments

VERIFY EDIT +REQUEST NEW RTA

# Module Feature: Filters

Arizona Department of Transportation > Contacts

Profile Contacts CAPs STARs Internal Safety Review Events Issues Discrepancies Annual Report Submission Report Year 2024

Currently Viewing Arizona Department of Transportation (0)

VERIFY + NEW CONTACT

Contacts Filters

Agency Contact Type Users

-- Select a Value --

CLEAR ALL FILTERS

Contacts

Agency	Name
--------	------

Contacts Filters

Agency Contact Type Users

-- Select a Value -- -- Select a Value --  Show User Contacts

CLEAR ALL FILTERS

DELETE HOURS

Delete



# Module Feature: Filters

Arizona Department of Transportation > Corrective Action Plans

Profile Contacts CAPs STARS Internal Safety Review Events Issues Discrepancies Annual Report Submission Report Year 2024

Currently Viewing Arizona Department of Transportation (0)

REVERIFY + NEW CORRECTIVE ACTION PLAN

Corrective Action Plans Filters

Agency -- Select a Value --

Source Type -- Select a Value --

CLEAR ALL FILTERS

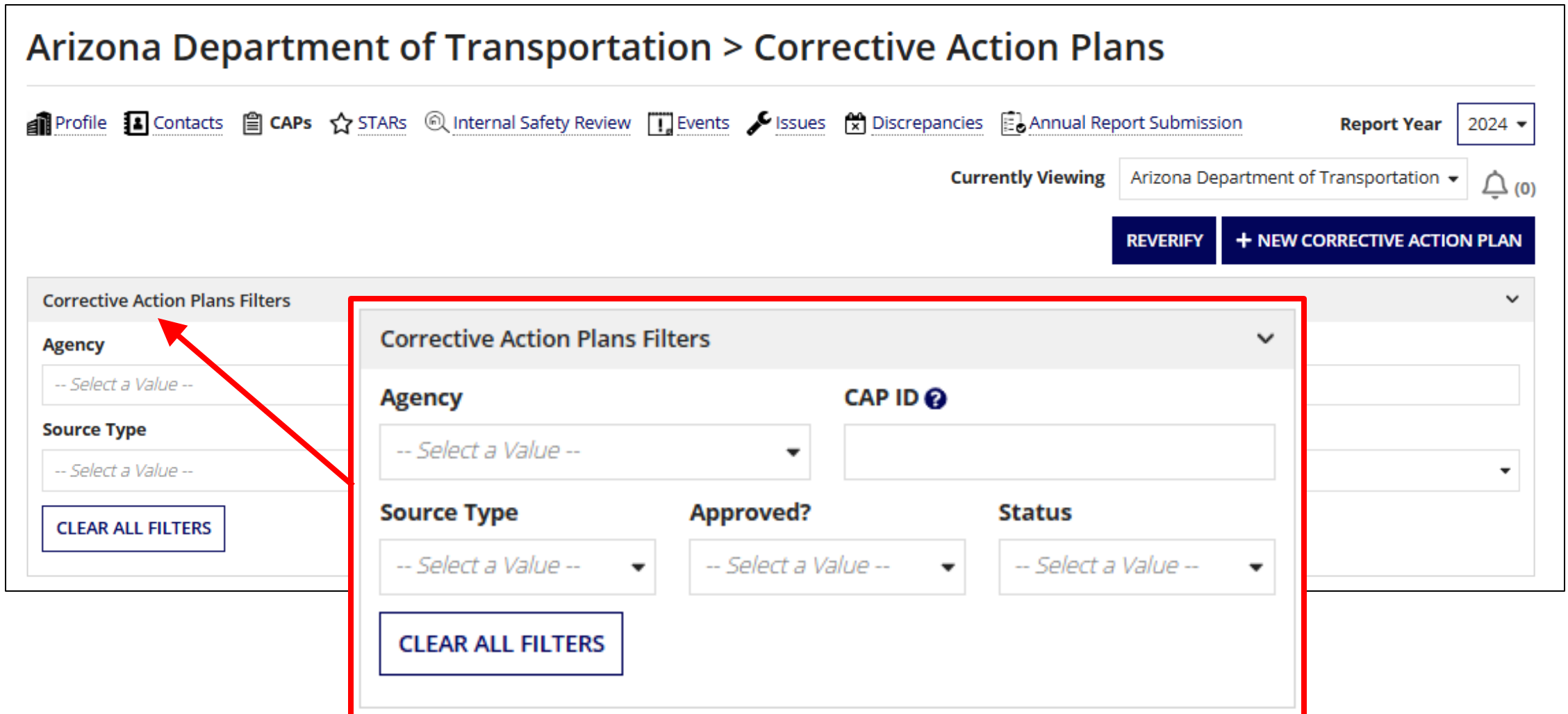
Corrective Action Plans Filters

Agency CAP ID

Source Type Approved? Status

-- Select a Value -- -- Select a Value -- -- Select a Value --

CLEAR ALL FILTERS



# Module Feature: Filters

Arizona Department of Transportation > Events

Profile Contacts CAPs STARS Internal Safety Review Events Issues Discrepancies Annual Report Submission Report Year 2024

Currently Viewing Arizona Department of Transportation (0) VERIFY

Events Filters

Agency -- Select a Value --

Date From <sup>?</sup> mm/dd/yyyy

Date To <sup>?</sup> mm/dd/yyyy

CLEAR ALL FILTERS

Events Filters

Agency -- Select a Value --

Event Type -- Select a Value --

Date From <sup>?</sup> mm/dd/yyyy

Mode -- Select a Value --

Injury Threshold <sup>?</sup>

Investigation Report Issued? -- Select a Value --

Date To <sup>?</sup> mm/dd/yyyy

Reporter Mode ID

Fatality Threshold <sup>?</sup>

Report Completed? -- Select a Value --

CLEAR ALL FILTERS

## Poll Question #2

With March 15th falling on a Saturday this year, what day is the 2024 SSOR Annual Report submission deadline?

- A. Friday, March 14
- B. Saturday, March 15
- C. Sunday, March 16
- D. Monday, March 17

## Poll Question #2

With March 15th falling on a Saturday this year, what day is the 2024 SSOR Annual Report submission deadline?

- A. Friday, March 14
- B. **Saturday, March 15**
- C. Sunday, March 16
- D. Monday, March 17

# Profile - SSOAs



- Agency contact information
- Coordination Data
- SSOA Authority
- Documents

Arizona Department of Transportation > Profile

[Profile](#)
[Contacts](#)
[CAPs](#)
[STARs](#)
[Internal Safety Review](#)
[Events](#)
[Issues](#)
[Discrepancies](#)
[Annual Report Submission](#)

Report Year: 2024

Currently Viewing: Arizona Department of Transportation (0)

[VERIFY](#)
[EDIT](#)
[+REQUEST NEW RTA](#)

### Report Submission Information

Status: New

Recipient ID: 1635

### Basic Information

Agency Name: Arizona Department of Transportation  
 Acronym: ADOT  
 674 Certification: Apr 24, 2018

### Agency Contact Information

SSOA Program Manager: Jill Dusenberry  
 E-mail Address: [jdusenberry@azdot.gov](mailto:jdusenberry@azdot.gov)  
 Website: <https://www.azdot.gov>

### Agency Address

Address Line 1: 206 NS 170th Avenue edit  
 Address Line 2: Mail Drop 310B  
 City: Phoenix  
 State: AZ  
 Zip Code: 85007-0000  
 FTA Region: Region 8

### Phone Numbers

Type	Phone Number	Extension	Primary?
Mobile	602-712-8798	289	<input checked="" type="checkbox"/>

### Coordination Data

### SSOA Authority

Can Conduct Unannounced Inspections?	Can Establish Higher Standards Than Part 674?	Can Conduct Inspections?	Can Issue Emergency Orders?	Can Fine RFGPTS?	Can Shut Down Service?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

### Documents

Documents Filters

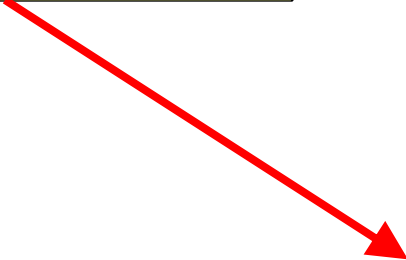
#### Agency Documents

ID	Agency	File	Document Type	Effective Date	Version	Last Modified Date	Last Modified By
----	--------	------	---------------	----------------	---------	--------------------	------------------

# Profile - SSOAs



**Challenge:** Some SSOAs did not upload sufficient documentation of Annual Safety Status Reports transmittal to the Governor's Office and the Board of Directors



Colorado Public Utilities Commission > Profile

Profile | Contacts | CAPs | STARS | Internal Safety Review | Events | Issues | Discrepancies | Annual Report Submission

Report Year: 2023

Currently Viewing: Colorado Public Utilities Commission (3)

VERIFY | EDIT | +REQUEST NEW RTA

### Report Submission Information

Status: New

### Basic Information

Agency Name: Colorado Public Utilities Commission  
 Acronym: COPUC  
 674 Certification: Apr 6, 2018

### Agency Contact Information

SSOA Program Manager: n/a  
 Website: <https://www.colorado.gov/pacific/doral/puc>

Type	Phone Number	Extension	Primary?
Fax	303-894-2065	n/a	X
Office	303-894-2000	n/a	X

### FTA Contact Information

FTA Program Manager: TSO20 PM  
 Phone Number: 202-366-2164  
 Email: [sunjida.alam.ctr@dot.gov](mailto:sunjida.alam.ctr@dot.gov)

### Agency Address

Address Line 1: 1560 Broadway, Suite 250  
 City: Denver  
 State: CO  
 Zip Code: 80202  
 FTA Region: Region 8

### Coordination Data

Data entered in this section should be the number of times coordination occurred throughout the reporting year.

Internal SSOA Coordination Frequency

SSOA Agency Executive	SSOA Program Manager Supervisor
0	0

SSOA Annual Reporting Status: Status not yet reported to the FTA.

RFGPTS Coordination Frequency

Agency Name	SSOA Personnel Meetings	SSOA Personnel Field Visits	SSOA Manager Meetings with Executive Leader	Reported to Board of Directors	Date Reported	Last Triennial Audit Start Date	Next Triennial Audit Start Date	On-going Basis
Denver Regional Transit District (RTD)	0	0	0	1				

1 item

### SSOA Authority

Can Conduct Unannounced Inspections?	Can Establish Higher Standards Than Part 674?	Can Conduct Inspections?	Can Issue Emergency Orders?	Can Fine RFGPTS?	Can Shut Down Service?
X	X	X	X	X	X

### Documents

Documents Filters

Agency Documents

ID	Agency	File	Document Type	Effective Date	Version	Last Modified Date	Last Modified By
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# Profile - SSOAs



## Required SSOA Annual Report Documents:

- Annual Safety Status Report to the Board of Directors
- Annual Safety Status Report to FTA
- Annual Safety Status to Governor
- Annual Spend Plan for the Reporting Year
- Certificate of Compliance
- Organizational Chart
- Program Standard
- Technical Training Plan

▼ Documents

Documents Filters >

Agency Documents

ID	Agency	File	Document Type ↑	Effective Date ⓘ	Version	Last Modified Date	Last Modified By
125035	Wisconsin Department of Transportation		Annual Safety Status Report to Board of Directors or Equivalent Entity	4/17/2023	2	5/1/2023 5:13 PM GMT+00:00	Carl Eason
125036	Wisconsin Department of Transportation		Annual Safety Status Report to FTA	3/15/2023	2	5/1/2023 5:13 PM GMT+00:00	Carl Eason
125037	Wisconsin Department of Transportation		Annual Safety Status to Governor	4/17/2023	2	5/1/2023 5:13 PM GMT+00:00	Carl Eason
125039	Wisconsin Department of Transportation		Annual Spend Plan for the Reporting Year	3/15/2023	2	5/1/2023 5:13 PM GMT+00:00	Carl Eason
125038	Wisconsin Department of Transportation		Certificate of Compliance	3/15/2023	2	5/1/2023 5:13 PM GMT+00:00	Carl Eason
125040	Wisconsin Department of Transportation		Organizational Chart	2/28/2023	2	5/1/2023 5:13 PM GMT+00:00	Carl Eason
125041	Wisconsin Department of Transportation		Program Standard	4/10/2018	2	5/1/2023 5:13 PM GMT+00:00	Carl Eason
125042	Wisconsin Department of Transportation		Technical Training Plan	1/13/2022	2	5/1/2023 5:13 PM GMT+00:00	Carl Eason

8 items

# Profile - RTAs

- Basic Information
- Agency Contact Information
- Agency Address
- Modes
- Modes In Engineering
- Coordination Data
- Documents
- Waivers

## Sun Link Transit System (Tucson Streetcar) > Profile

[Profile](#)
[Contacts](#)
[CAPs](#)
[STARs](#)
[Internal Safety Review](#)
[Events](#)
[Issues](#)
[Discrepancies](#)
Report Year: 2024

Currently Viewing: Sun Link Transit System (Tucson Streetcar) (0)

[EDIT](#)

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**Basic Information** Primary SSOA: Arizona Department of Transportation

Agency Name: Sun Link Transit System (Tucson Streetcar)  
 Acronym: SLTS

**Agency Contact Information** **Agency Address**

E-mail Address: [Sunlinkstreetcarcomments@tucsonaz.gov](mailto:Sunlinkstreetcarcomments@tucsonaz.gov)  
 Website: <http://www.sunlinkstreetcar.com/>

Address Line 1: PO Box 27210  
 City: Tucson  
 State: AZ  
 Zip Code: 85726  
 FTA Region: Region 9

Phone Numbers

Type	Phone Number	Extension	Primary?
Office	520-792-9222	989	✔

**▼ Modes**

**Modes In Engineering**

Project Name	Mode	NEPA Decision Date (if NEPA approved)	Criteria for Determination (if not NEPA approved)	Planned Revenue Service Date	Status	Last Modified Date	Last Modified By
Test Icons	YR - Hybrid Rail	n/a	Users can delete Modes in Engineering	2/14/2024	🕒	2/22/2024 4:17 PM EST	<a href="#">Tripp Eason</a>
test	LR - Light Rail	n/a	test	8/7/2024	🕒	8/7/2024 3:40 PM EDT	<a href="#">Asmita Sapkota</a>
test	HR - Heavy Rail	n/a	test	8/13/2024	🕒	8/7/2024 3:40 PM EDT	<a href="#">Asmita Sapkota</a>

3 items

**Modes In Service**

Mode	NTD Reporter Mode ID	Type of Service	Revenue Service Date	Last Modified Date	Last Modified By
HR - Heavy Rail	n/a	<a href="#">PT - Purchased Transportation</a>	11/19/1998 - Present	8/7/2024 3:40 PM EDT	<a href="#">Asmita Sapkota</a>
LR - Light Rail	n/a	<a href="#">DO - Directly Operated</a>	11/19/1998 - Present	8/7/2024 3:40 PM EDT	<a href="#">Asmita Sapkota</a>
HR - Heavy Rail	n/a	<a href="#">PT - Purchased Transportation</a>	11/19/1998 - Present	8/7/2024 3:40 PM EDT	<a href="#">Asmita Sapkota</a>

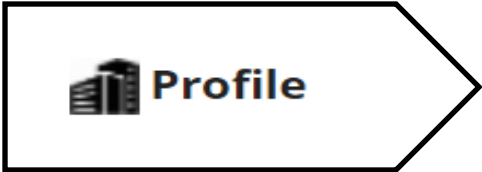
3 items

[> Coordination Data](#)  
[> Documents](#)  
[> Waivers](#)





# Profile - RTAs



**Challenge:** Some SSOAs have had questions about what constitutes a “mode in engineering” in SSOR

### Sun Link Transit System (Tuscon Streetcar) > Profile

[Profile](#) [Contacts](#) [CAPs](#) [STARs](#) [Internal Safety Review](#) [Events](#) [Issues](#) [Discrepancies](#)

Report Year: 2024

Currently Viewing: Sun Link Transit System (Tuscon Streetcar) (0) [EDIT](#)

**Basic Information**

Agency Name: Sun Link Transit System (Tuscon Streetcar)  
 Acronym: SLTS

Primary SSOA: Arizona Department of Transportation

**Agency Contact Information**

E-mail Address: [Sunlinkstreetcarcomments@tusconaz.gov](mailto:Sunlinkstreetcarcomments@tusconaz.gov)  
 Website: <http://www.sunlinkstreetcar.com/>

**Agency Address**

Address Line 1: PO Box 27210  
 City: Tucson  
 State: AZ  
 Zip Code: 85726  
 FTA Region: Region 9

**Phone Numbers**

Type	Phone Number	Extension	Primary?
Office	520-792-9222	989	<input checked="" type="checkbox"/>

**Modes**

Modes In Engineering

Project	NEPA Decision Date (if NEPA approved)	Criteria for Determination (if not NEPA approved)	Planned Revenue Service Date	Status	Last Modified Date	Last Modified By
d	n/a	Users can delete Modes in Engineering	2/14/2024	🕒	2/22/2024 4:17 PM EST	<a href="#">Tripp Eason</a>
	n/a	test	8/7/2024	🕒	8/7/2024 3:40 PM EDT	<a href="#">Asmita Sapkota</a>
y	n/a	test	8/13/2024	🕒	8/7/2024 3:40 PM EDT	<a href="#">Asmita Sapkota</a>

3 items

**Modes**

Modes In Engineering

Project Name	Mode	NEPA Decision Date (if NEPA approved)	Criteria for Determination (if not NEPA approved)	Planned Revenue Service Date	Status	Last Modified Date	Last Modified By

# Contacts



- Agency
- Name
- Title

- Primary Phone
- Email

- Hours Worked, Previous Hours Worked, Difference in Hours
- Date Range

- Type
- User

Agency	Name	Title	Primary Phone	Email	Hours Worked	Previous Year Hours Worked	Difference in Hours	Date Range	Type	User	Edit	View	Delete
Denver Regional Transit District (RTD)	Robert Grado	Chief of Police			n/a	n/a	n/a	2017 - Present	Security Alternate	<input type="checkbox"/>			<input type="checkbox"/>
Denver Regional Transit District (RTD)	Mike Meader	AGM Safety, Security & Asset Management/CSO			n/a	n/a	n/a	2016 - Present	Security Primary	<input type="checkbox"/>			<input type="checkbox"/>
Denver Regional Transit District (RTD)	Mike Meader	AGM Safety, Security & Asset Management/CSO			n/a	n/a	n/a	2016 - Present	Safety Primary	<input type="checkbox"/>			<input type="checkbox"/>
Denver Regional Transit District (RTD)	David Genova	General Manager/CEO			n/a	n/a	n/a	2016 - Present	CEO	<input type="checkbox"/>			<input type="checkbox"/>
Denver Regional Transit District (RTD)	Dan McClain	Senior Manager, Safety and Environmental			n/a	n/a	n/a	2018 - Present	Safety Alternate	<input type="checkbox"/>			<input type="checkbox"/>

< 1 - 5 of 9 >

Items per page: [5](#) [10](#) [25](#) [50](#) [100](#)

Load Comments

VERIFY
+ NEW CONTACT

# Contacts



**Challenge:** Some SSOAs and RTAs had no Contact with a Primary Phone number listed

**Challenge:** Some agencies have zero or multiple people listed with a Contact Type of SSOA Primary, Safety Primary, and CEO

## Contacts

Agency	Name	Title	Primary Phone	Email	Hours Worked	Previous Year Hours Worked	Difference in Hours	Date Range	Type	User	Edit	View	Delete
Denver Regional Transit District (RTD)	Robert Grado	Chief of Police			n/a	n/a	n/a	2017 - Present	Security Alternate				
Denver Regional Transit District (RTD)	Mike Meader	AGM Safety, Security & Asset Management/CSO			n/a	n/a	n/a	2016 - Present	Security Primary				
Denver Regional Transit District (RTD)	Mike Meader	AGM Safety, Security & Asset Management/CSO			n/a	n/a	n/a	2016 - Present	Safety Primary				
Denver Regional Transit District (RTD)	David Genova	General Manager/CEO			n/a	n/a	n/a	2016 - Present	CEO				
Denver Regional Transit District (RTD)	Dan McClain	Senior Manager, Safety and Environmental			n/a	n/a	n/a	2018 - Present	Safety Alternate				

< 1 - 5 of 9 >

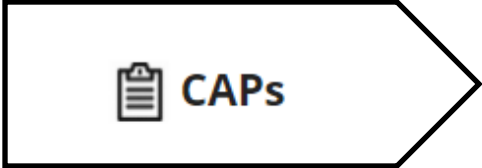
Items per page: **5** 10 25 50 100

Load Comments

VERIFY

+ NEW CONTACT

# Corrective Action Plans (CAPs)



- CAP ID
- Agency
- Source
- Source Type
- Effective Year
- Departments

- Plan
- Approved
- Proposed Implementation Date
- Actual Implementation Date
- Status
- Issues Preventing Resolution

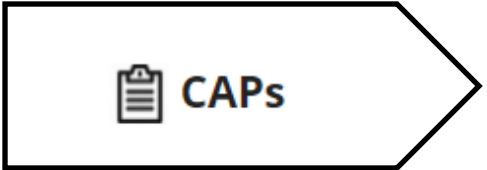
Corrective Action Plans													
CAP ID	Agency	Source	Source Type	Effective Year	Departments	Plan	Approved?	Proposed Implementation Date	Actual Implementation Date	Status	Edit	View	Delete
157905	Southeastern Pennsylvania Transit Authority (Market Frankford Line and Broad Street Subway, Subway Surface)	n/a	Inspection (Unannounced)	2023	Buildings & Bridges	✕	✓	5/18/2023		⚠	✎	🔍	✖
157904	Cambria County Transit Authority (Johnstown Inclined Plane)	116	Internal Safety Review	2023	Buildings and Grounds	📄	✕	5/18/2023		⚠	✎	🔍	✖
157884	Cambria County Transit Authority (Johnstown Inclined Plane)	5754	SSO Triennial Audit of RTA	2021	Buildings and Grounds	📄	✓	10/9/2024		🕒	✎	🔍	✖
157883	SSOR Test Reporter # 1	5732	SSO Triennial Audit of RTA	2020	Buildings and Grounds	✕	✓	1/1/2023	1/2/2023	➖	✎	🔍	✖
157882	Cambria County Transit Authority (Johnstown Inclined Plane)	5743	SSO Triennial Audit of RTA	2021		✕	✓			🕒	✎	🔍	✖

⏪ < 1 - 5 of 99 > ⏩

Items per page: 5 10 25 50 100

VERIFY
+ NEW CORRECTIVE ACTION PLAN

# Corrective Action Plans (CAPs)



**Challenge:** SSOAs have CAPs that are Closed but not marked as Implementation Verified

**Challenge:** SSOAs have Open-Overdue CAPs without explanations in the “Issues Preventing Resolution” field

Corrective Action Plan - 157904

### Corrective Action Plan Information

**SSOR System ID** 157904      **Source Type** Internal Safety Review      **Effective Year** 2023  
**Agency Internal CAP Identifier** 12345      **Source** 116      **Status** Open - Overdue  
**Agency** Cambria County Transit Authority (Johnstown Inclined Plane)      **Corrective Action Plan Approval Date**      **Corrective Action Plan Document** Test Document

**Description**  
This field is optional and visible to primary reporters to utilize

**CAP Actions**

#	Action	Department Responsible	Individual Responsible	Proposed Implementation Date	Actual Implementation Date	Implementation Verified	Issues Preventing Resolution	Status
1	Verifying CAPs	Buildings and Grounds	Parks	5/18/2023	n/a	!	Test	!

1 item

Load Comments

Hide

VERIFY    + NEW CORRECTIVE ACTION PLAN

# SSO Triennial Audit of RTA (STARs)



- ID
- Agency
- Audit Type
- Date Range
- Report
- Final Report Date
- Issues?
- Findings
- Contractor Used?

Arizona Department of Transportation > SSO Triennial Audit of RTA

[Profile](#)
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[★ STARs](#)
[Internal Safety Review](#)
[Events](#)
[Issues](#)
[Discrepancies](#)
[Annual Report Submission](#)
Report Year: 2024

Currently Viewing: Arizona Department of Transportation (1)

**VERIFY** **+ CREATE STAR**

**SSO Triennial Audit of RTA Filters**

Agency: -- Select a Value --

Audit Type: -- Select a Value --
 Issues with Final Report?: -- Select a Value --
 Date Issued From: mm/dd/yyyy
 Date Issued To: mm/dd/yyyy

**CLEAR ALL FILTERS**

**SSO Triennial Audit of RTA**

ID	Agency	Audit Type	Date Range	Report	Final Report Date	Issues?	Number of Findings	Contractor Used?	Edit	View	See CAPs	Delete
5772	Sun Link Transit System (Tuscon Streetcar)	Safety	2/5/2024 - 2/6/2024		3/1/2024		3					
5771	Sun Link Transit System (Tuscon Streetcar)	Safety	2/1/2024 - 2/2/2024		3/1/2024		2					

2 items

**VERIFY** **+ CREATE STAR**

# SSO Triennial Audit of RTA (STAR)



**Challenge:** Some users do not upload the correct number of CAPs based on the Number of Findings

Arizona Department of Transportation > SSO Triennial Audit of RTA

[Profile](#)
[Contacts](#)
[CAPs](#)
[STARs](#)
[Internal Safety Review](#)
[Events](#)
[Issues](#)
[Discrepancies](#)
[Annual Report Submission](#)
Report Year 2024

Currently Viewing: Arizona Department of Transportation (1)

[VERIFY](#) [+ CREATE STAR](#)

SSO Triennial Audit of RTA Filters

Value --

type: -- Select a Value --
 Issues with Final Report?: -- Select a Value --
 Date Issued From: mm/dd/yyyy
 Date Issued To: mm/dd/yyyy

[CLEAR ALL FILTERS](#)

SSO Triennial Audit of RTA

ID	Agency	Audit Type	Date Range	Report	Final Report Date	Issues?	Number of Findings	Contractor Used?	Edit	View	See CAPs	Delete
5772	Sun Link Transit System (Tuscon Streetcar)	Safety	2/5/2024 - 2/6/2024		3/1/2024		3					
5771	Sun Link Transit System (Tuscon Streetcar)	Safety	2/1/2024 - 2/2/2024		3/1/2024		2					

2 items

[VERIFY](#) [+ CREATE STAR](#)

# Internal Safety Review



- ID
- Agency
- Date Range
- Report
- Number of Findings
- Description
- Reviewed Areas

### Arizona Department of Transportation > Internal Safety Review

Profile | Contacts | CAPs | STARS | Internal Safety Review | Events | Issues | Discrepancies | Annual Report Submission

Report Year: 2024

Currently Viewing: Arizona Department of Transportation (1)

**VERIFY** **+ CREATE INTERNAL REVIEW**

#### Internal Safety Review Filters

Agency: -- Select a Value --

Date Issued From: mm/dd/yyyy

Date Issued To: mm/dd/yyyy

**CLEAR ALL FILTERS**

#### Internal Safety Review

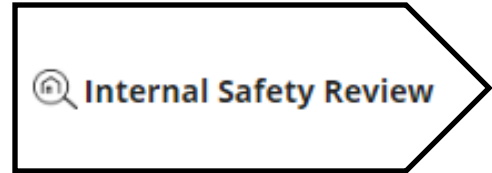
Review ID	Agency	Date Range	Report	Description	Reviewed Areas	Edit	View	See CAPs	Delete
141	Agency Test	5/21/2024 - 5/29/2024		Test Internal Safety Review	All				

1 item

**VERIFY** **+ CREATE INTERNAL REVIEW**



# Internal Safety Review



Arizona Department of Transportation > Internal Safety Review

Profile | Contacts | CAPs | STARS | Internal Safety Review | Events | Issues | Discrepancies | Annual Report Submission | Report Year: 2024

Currently Viewing: Arizona Department of Transportation

**Internal Safety Review Filters**

Agency: -- Select a Value -- | Date Issued From: mm/dd/yyyy

[CLEAR ALL FILTERS](#)

**Internal Safety Review**

Review ID	Agency	Date Range	Report	Description	Reviewed Areas	Edit	View	See CAPs	Delete
141	Agency Test	5/21/2024 - 5/29/2024		Test Internal Safety Review	All				

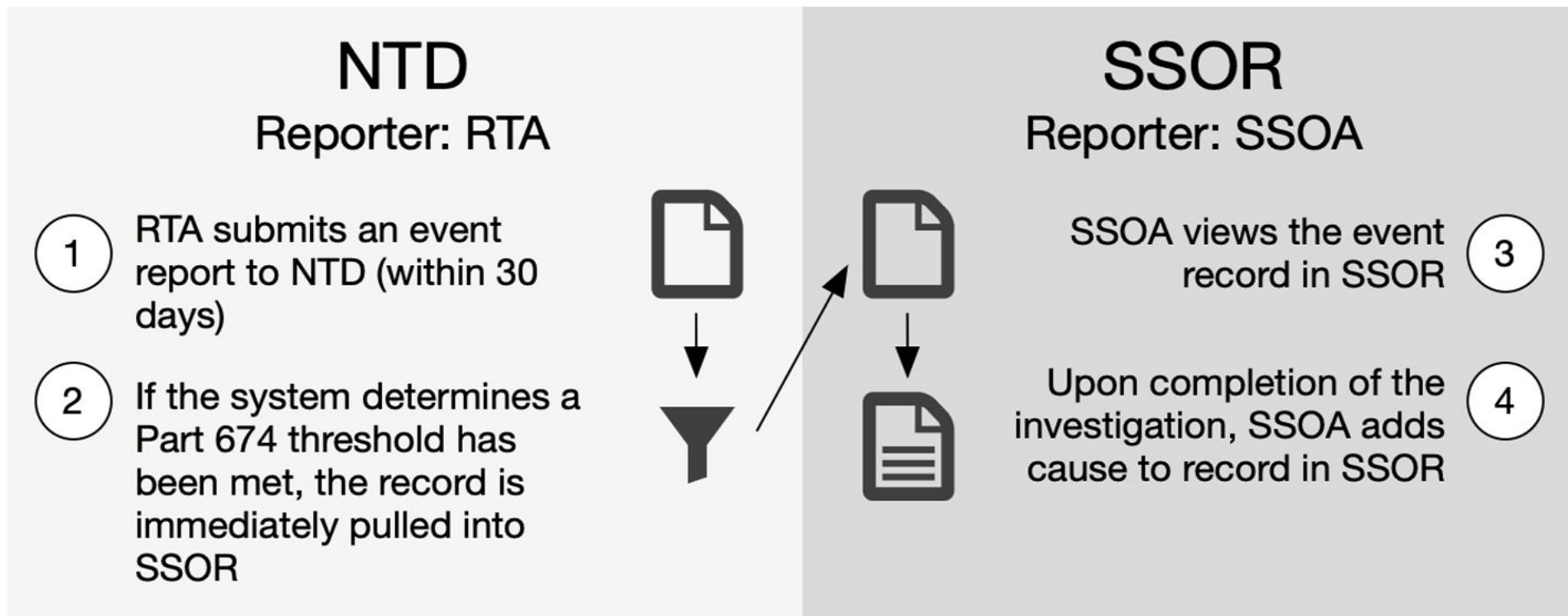
1 item

[VERIFY](#) [+ CREATE INTERNAL REVIEW](#)

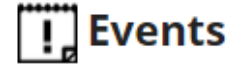
**Challenge:** Some users do not upload the correct number of CAPs based on the findings in the Review Report

# NTD Event Data Integration

- States no longer report events to FTA -- NTD is the system of record for all rail transit events
- States are required to investigate events that meet an SSO threshold
- SSOR identifies these events in the NTD and displays them in the Events Module
- Upon completion of the investigation, States can add the cause to the event record in SSOR



# Events



- NTD Event ID \*
- NTD Event Information\*
  - Description
  - Reporter Mode ID
  - Event Date/Time
  - Address
  - Event Type
  - Location
  - Mode
  - Rail Alignment
  - Was There a Tow-away?
  - Was there Significant Damage?
  - Vehicles and Persons Involved
  - Total Fatalities
  - Total Injuries

- SSOA ID
- Two Hour SSOA Notification
- Probable Cause
- Investigated and Reported By
- Investigation Reviewed and Adopted
- Report (upload)

\* read-only (from NTD)

## Poll Question #3

Event Probable Cause data comes directly from the NTD and is read-only?

- A. True
- B. False

## Poll Question #3

Event Probable Cause data comes directly from the NTD and is read-only?

A. True

**B. False**

SSOAs enter the probable cause for events in SSOR

This is FTA's source of causal data for the public transit industry

## Poll Question #4

When do the new Event Threshold changes go into effect?

- A. Report Year 2024
- B. Report Year 2025
- C. Never

## Poll Question #4

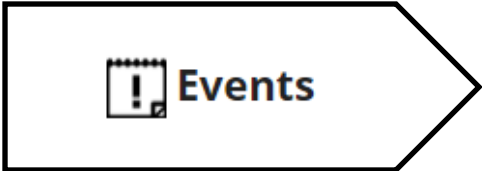
When do the new Event Threshold changes go into effect?

A. Report Year 2024

**B. Report Year 2025**

C. Never

# Events



## Arizona Department of Transportation > Events

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[Internal Safety Review](#)
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[Issues](#)
[Discrepancies](#)

Report Year 2024

Currently Viewing Arizona Department of Transportation (48)

Events Filters >

### Events

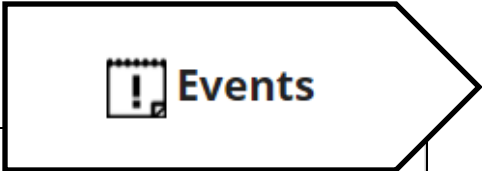
NTD ID ↓	Reporter Mode ID	SSOA ID	Agency	Event Date	Event Type	Mode	Description	Total Fatalities	Total Injuries	Probable Cause ⓘ	Report ⓘ	View	See CAPs
4302937	6573	n/a	Valley Metro Rail	10/31/2024 7:51 AM	RGX Collision	Streetcar	On October 31, 2024, at approximately 0751hrs, ...	0	0	Pending	×	🔍	📄
4287266	3208	n/a	Valley Metro Rail	10/8/2024 8:49 AM	RGX Collision	Light Rail	On October 08, 2024, at approximately 0849hrs, ...	0	0	Pending	×	🔍	📄
4285964	3208	n/a	Valley Metro Rail	10/2/2024 6:06 AM	Collision (non-RGX)	Light Rail	On October 02, 2024, at approximately 0606hrs, ...	0	0	Pending	×	🔍	📄
4284329	6573	n/a	Valley Metro Rail	9/27/2024 8:04 PM	RGX Collision	Streetcar	On September 27, 2024, at approximately 2004hrs...	0	0	Pending	×	🔍	📄
4271999	3208	n/a	Valley Metro Rail	9/9/2024 5:30 PM	RGX Collision	Light Rail	On September 9, 2024, at approximately 1730hrs,...	0	0	Pending	×	🔍	📄

« < 1 - 5 of 20 > »

Items per page: 5 10 25 50 100



# Events



- SSOAs enter investigation-related data
- If a discrepancy is noted between NTD Event Information and what was reported to the SSOA, *contact your RTA*

SSOR Test Reporter # 1 > Edit Event > 1958710 [ Heavy Rail - Other ]

CANCEL CREATE DISCREPANCIES MANAGE DISCREPANCIES SUBMIT EDITS

### SSOR Event Investigation Data

SSOA ID: (Enter Unique SSOA Identifier)

Investigated By: (Provide name/information of primary event investigator)

Two Hour SSOA Notification: No

Reason SSOA did not Receive Two Hour Notification: (Provide reason SSOA did not receive two hour notification)

Probable Cause: -- Select a Value --

Investigation Report Issued By: -- Select a Value --

Was Investigation Reviewed & Adopted by SSOA?

Reason Investigation was not Reviewed & Adopted: (Provide reason if report was not reviewed and adopted by the SSOA)

Investigation Report:  Drop file here

Last Modified By: Brett PA Primary Rojas  
Last Modified Date: 5/14/2021 12:57 PM EDT

### NTD Event Information

Description: Updating the event description to make sure this does the audit information and all the fun stuff.

NTD Event ID: 1958710	Event Type: Other	Rail Alignment:
Reporter Mode ID: 6478	Location: Boarding / alighting: With stairs	Derailment Type:
Event Date/Time: 9/28/2020 8:00 PM EDT	Mode: Heavy Rail	Collision With:
Approximate Address: 342897 Street	Type of Service Code: PT	Collision At RGX: No
Lighting:	Total Fatalities: 1	Was There a Tow-Away?: No
Weather:	Total Injuries: 0	Was There Significant Damage?: No
Is the Report Completed?: No	Evacuation: No	

### ▼ Vehicles Involved

Vehicle Id	Vehicle Type	Vehicle Action	Vehicle Speed	Number of Cars Derailed	Run Away Train	Tow Away
No vehicles available						

### ▼ Event Person Information

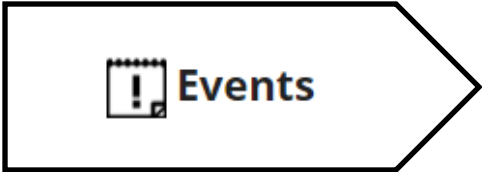
Person Id	Person Type	Trespasser?	Suicide?	Transported to Hospital?	Injury Type	Incident Type
85957	Pedestrian crossing in crosswalk	x	x	x		Fatality

1 item

### ▼ Corrective Action Plans

Corrective Action Plans

# Events



## Arizona Department of Transportation > Events

[Profile](#)
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[STARs](#)
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Report Year 2024

Currently Viewing Arizona Department of Transportation (48)

Events Filters

### Events

NTD ID ↓	Reporter Mode ID	SSOA ID	Agency	Event Date	Event Type	Mode	Description	Total Fatalities	Total Injuries	Probable Cause ⓘ	Report ⓘ	View	See CAPs
4302937	6573	n/a	Valley Metro Rail	10/31/2024 7:51 AM	RGX Collisi			0	0	Pending	×	🔍	📄
4287266	3208	n/a	Valley Metro Rail	10/8/2024 8:49 AM	RGX Collisi			0	0	Pending	×	🔍	📄
4285964	3208	n/a	Valley Metro Rail	10/2/2024 6:06 AM	Collision (non-RGX)			0	0	Pending	×	🔍	📄
4284329	6573	n/a	Valley Metro Rail	9/27/2024 8:04 PM	RGX Collisi		approximately 2004hrs...	0	0	Pending	×	🔍	📄
4271999	3208	n/a	Valley Metro Rail	9/9/2024 5:30 PM	RGX Collision	Light Rail	On September 9, 2024, at approximately 1730hrs,...	0	0	Pending	×	🔍	📄

**Challenge:** Some users do not upload the correct number of CAPs based on the findings in the Event Investigation Report

« < 1 - 5 of 20 > »

Items per page: 5 10 25 50 100

# Issues



- ID
- Agency
- Status
- Page
- Source
- Data Element
- Related Object
- Description
- Created By

Pennsylvania Department of Transportation > Issues

[Profile](#)
[Contacts](#)
[CAPs](#)
[Hazards](#)
[STARs](#)
[Internal Audits](#)
[Events](#)
[Issues](#)
[Discrepancies](#)
[Annual Report Submission](#)

Report Year: 2020

Currently Viewing: Pennsylvania Department of Transportation (3)

[RESOLVE ISSUE\(S\)](#)

▼ Filters

Agency: -- Select a Value -- | 
 Page: -- Select a Value -- | 
 Status: -- Select a Value --

Description: | 
 Data Element: -- Select a Value --

[CLEAR ALL FILTERS](#)

Issues

<input type="checkbox"/>	Id	Agency	Status	Page	Source	Data Element	Related Object	Description	Created By	
<input type="checkbox"/>	1067	SSOR Test Reporter # 1	✔	Corrective Action Plans	157944	Proposed Implementation Date	1	Nah that's wrong	TSO20 PM	<a href="#">🔍</a>
<input type="checkbox"/>	1057	SSOR Test Reporter # 1	✔	Corrective Action Plans	157940	Agency Internal CAP Identifier	n/a	test	TSO20 PM	<a href="#">🔍</a>
<input type="checkbox"/>	1056	Cambria County Transit Authority (Johnstown Inclined Plane)	✔	SSO Triennial Audit of RTA	215	Date Concluded	n/a	Test	Region 1 Validation Lead	<a href="#">🔍</a>
<input type="checkbox"/>	1055	Pennsylvania Department of Transportation	⚠	Contacts	Brett's New Company	Company Name	n/a	Demo	Region 1 Validation Lead	<a href="#">🔍</a>
<input type="checkbox"/>	1054	SSOR Test Reporter # 1	●	Corrective Action Plans	157940	Issues Preventing Resolution	1	Provide issues	Region 1 Validation Lead	<a href="#">🔍</a>
<input type="checkbox"/>	1053	Cambria County Transit Authority (Johnstown Inclined Plane)	●	SSO Triennial Audit of RTA	20210514	Date Concluded	n/a	wrong date	Region 1 Validation Lead	<a href="#">🔍</a>
<input type="checkbox"/>	1052	Pennsylvania Department of Transportation	●	Contacts	Demo Company	Company Name	n/a	a test issue	Region 1 Validation Lead	<a href="#">🔍</a>

7 items

Items per page: 5 10 25 50 100

[RESOLVE ISSUE\(S\)](#)

# Issues



Pennsylvania Department of Transportation > Issues

[Profile](#)
[Contacts](#)
[CAPs](#)
[Hazards](#)
[STARs](#)
[Internal Audits](#)
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[Discrepancies](#)
[Annual Report Submission](#)

Report Year: 2020

Currently Viewing: Pennsylvania Department of Transportation (3)

[RESOLVE ISSUE\(S\)](#)

Page: -- Select a Value --
 Status: -- Select a Value --
 Data Element: -- Select a Value --

<input type="checkbox"/>	Id	Agency	Status	Page	Source	Data Element	Related Object	Description	Created By	
<input type="checkbox"/>	1067	SSOR Test Reporter # 1	✔	Corrective Action Plans	157944	Proposed Implementation Date	1	Nah that's wrong	TSO20 PM	<a href="#">🔍</a>
<input type="checkbox"/>	1057	SSOR Test Reporter # 1	✔	Corrective Action Plans	157940	Agency Internal CAP Identifier	n/a	test	TSO20 PM	<a href="#">🔍</a>
<input type="checkbox"/>	1056	Cambria County Transit Authority (Johnstown Inclined Plane)	✔	SSO Triennial Audit of RTA	215	Date Concluded	n/a	Test	Region 1 Validation Lead	<a href="#">🔍</a>
<input type="checkbox"/>			⚠	Contacts	Brett's New Company	Company Name	n/a	Demo	Region 1 Validation Lead	<a href="#">🔍</a>
<input type="checkbox"/>			●	Corrective Action Plans	157940	Issues Preventing Resolution	1	Provide issues	Region 1 Validation Lead	<a href="#">🔍</a>
<input type="checkbox"/>			●	SSO Triennial Audit of RTA	20210514	Date Concluded	n/a	wrong date	Region 1 Validation Lead	<a href="#">🔍</a>
<input type="checkbox"/>			●	Contacts	Demo Company	Company Name	n/a	a test issue	Region 1 Validation Lead	<a href="#">🔍</a>

7 items

Items per page: 5 10 25 50 100

[RESOLVE ISSUE\(S\)](#)

**Challenge:** Once an issue is created by FTA in the system, users needed clarity on how to address and close these issues

**Enhancement:** The Validation Team can send personalized messages within SSOR when new Issues get released to the SSOA

# Annual Report Data Validation

When an SSOA submits their Annual Report, FTA's Validation Team reviews and validates the submission.

- Validators create “issues” in SSOR to flag data for additional follow-up
- SSOAs can find these issues in the ISSUES module of SSOR
- FTA allows SSOAs the opportunity to address the issues by revising data and/or providing additional information

*FTA can review and discuss issue resolution with SSOAs during routine monitoring calls or during 1 on 1 sessions with a validation specialist*

# Discrepancies



- ID
- Agency
- Status
- Source
- Data Element
- Related Object
- Old Value
- New Value
- Description
- Created By

**Pennsylvania Department of Transportation > Discrepancies**

[Profile](#)
[Contacts](#)
[CAPs](#)
[STARs](#)
[Internal Safety Review](#)
[Events](#)
[Issues](#)
[Discrepancies](#)
[Annual Report Submission](#)
Report Year 2022 ▼

Currently Viewing Pennsylvania Department of Transportation ▼ 🔔 (2)

**Filters**

Filters

Agency: -- Select a Value -- ▼
    
 Status: -- Select a Value -- ▼
    
 Data Element: -- Select a Value -- ▼

Description

[CLEAR ALL FILTERS](#)

**Discrepancies**

ID ↓	Agency	Status	Source	Data Element	Related Object	Old Value	New Value	Description	Created By	View
5721	Southeastern Pennsylvania Transit Authority	⚠️	3768455	Location	n/a	Revenue facility: transit station	Somerset Station	<a href="#">According to notification this event took place...</a>	Mark Jansen	🔍
4245	Southeastern Pennsylvania Transit Authority	✅	3592268	Event Date/Time	n/a	1/30/2022 9:51 AM GMT+00:00	1/30/2022 9:30 AM GMT+00:00	The correct time is 9:30 a.m.	Brian Mollot	🔍

2 items

# Analysis

SSOR users can also use the Analysis portion of the system to filter, view and export data

The screenshot displays the 'Profile Analysis' section of the State Safety Oversight Reporting (SSOR) system. The top navigation bar includes 'HOME', 'AGENCY MANAGEMENT', 'ANALYSIS', and 'QUICK ADD'. The right side of the header shows 'State Safety Oversight Reporting (SSOR)', a user profile 'TE', and the 'Federal Transit Administration' logo.

Below the navigation, there are several menu items: Profile, Contacts, CAPs, Hazards, STARS, Internal Safety Review, Events, Issues, Discrepancies, and Documents. The main content area is divided into three filter sections:

- Global Filters:** Includes a 'Report Year' dropdown set to '2024', a 'Rail Transit Agency' dropdown set to '-- Select a Value --', and a 'Return data for...' section with radio buttons for 'All agencies' (selected), 'SSOAs only', and 'RTAs only'. A 'CLEAR GLOBAL FILTERS' button is present.
- Profile Filters:** A section with a right-pointing arrow.
- Related Object Filters:** Includes a checkbox for 'Issues' and a 'CLEAR ALL FILTERS' button.

An 'APPLY FILTERS' button is located at the bottom right of the filter sections.

**Data**

**Profiles**

SSOA ID	Agency Name	Acronym	Agency Type	Region	Address	Website	Modes in Service	Modes in Engineering	Submission Status	Total Hours	View
164	Agency Test	-	RTA	2	2384 Wall Street Oxen Hill, MD 20237		None	None	n/a	n/a	
159	Allan Test RTA	ATR	RTA	1	123 St Arlington, VA 22201		None	None	n/a	n/a	
1	Arizona Department of Transportation	ADOT	SSOA	8	206 N5 170th Avenue edit Mail Drop 310B Phoenix, AZ 85007-0000		n/a	n/a	New	0	

# Analysis

- Users can export information in an Excel format from the system by selecting “Export” in the bottom left-hand corner of each Analysis page

Export Profile ?

Profile Analysis

Profile > Contacts > CAPs > Hazards > STARs > Internal Safety Review > Events > Issues > Discrepancies > Documents

Global Filters

Report Year: 2024 Rail Transit Agency: -- Select a Value -- Return data for...:  All agencies  SSOAs only  RTAs only

CLEAR GLOBAL FILTERS

Profile Filters >

Related Object Filters

Issues

CLEAR ALL FILTERS

APPLY FILTERS

Data

Profiles

SSOA ID	Agency Name	Acronym	Agency Type	Region	Address	Website	Modes in Service	Modes in Engineering	Submission Status	Total Hours	View
164	Agency Test	-	RTA	2	2384 Wall Street Oxen Hill, MD 20237		None	None	n/a	n/a	
159	Allan Test RTA	ATR	RTA	1	123 St Arlington, VA 22201		None	None	n/a	n/a	
1	Arizona Department of Transportation	ADOT	SSOA	8	206 NS 170th Avenue edit Mail Drop 310B Phoenix, AZ 85007-0000		n/a	n/a	New	0	
151	Brett Test RTA (PROVISIONAL)	BTR	RTA	1	123 St Arlington, VA 22201		None	None	n/a	n/a	
158	Brtt Test RTA	BTR	RTA	1	123 St Arlington, VA 22201		None	None	n/a	n/a	

< 1 - 5 of 8 >

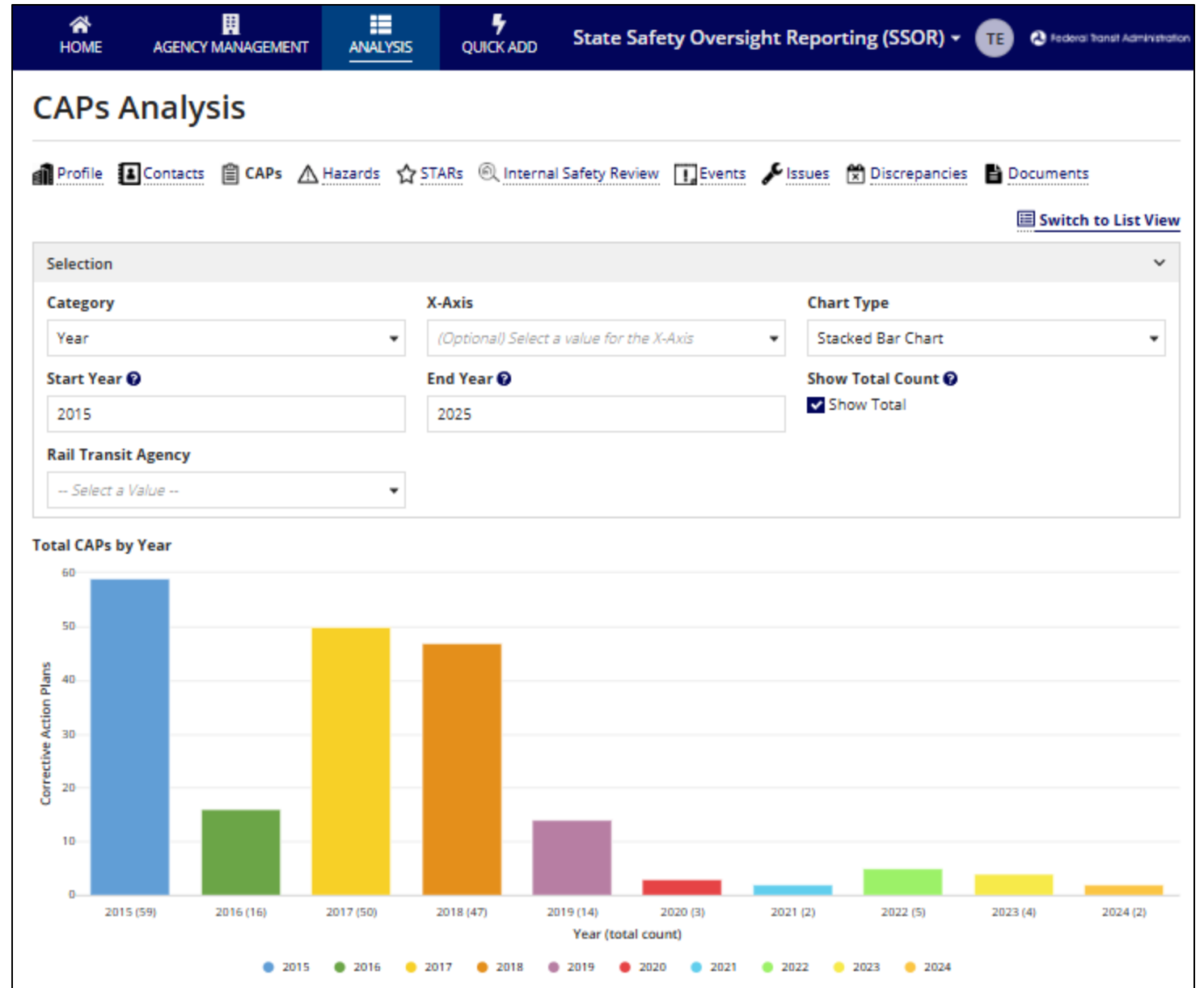
Items per page: 5 10 25 50 100

Export Profile ?



# Analysis

- For CAPs and Events, users can select “Switch to Graph View” and the system will generate either a Stacked Bar Chart, Bar Chart or Line Chart of the data selected



# National Transit Database (NTD) Access

If an SSOA needs direct access to the NTD, SSOA staff must contact the RTA's NTD "User Manager"

- Each RTA in an SSOA's jurisdiction has a user manager for NTD that can grant certain users "safety viewer" access for the RTA's NTD reports.

To confirm who the user manager is, you may need to coordinate with your RTA(s)

- In the NTD, the RTA's Profile page displays all users and user roles.
- Alternatively, the RTA could contact their assigned NTD Validation Analyst for additional support identifying the RTA's user manager.

If you have any further questions, please reach out to [FTASSORSupport@dot.gov](mailto:FTASSORSupport@dot.gov)

# Modes in Engineering

Why does FTA collect this information?

- Allows FTA to establish a complete record of modal systems under Part 674
- Supports apportionment calculation (5329)



Heavy Rail (HR)



Streetcar (SR)



Inclined Plane (IP)



Monorail/Automated  
Guideway (MG)



Light Rail (LR)



Hybrid Rail (YR)



Cable Car (CC)

*Please see the NTD  
Policy Manual for  
Mode definitions*

# What is a Mode in Engineering?

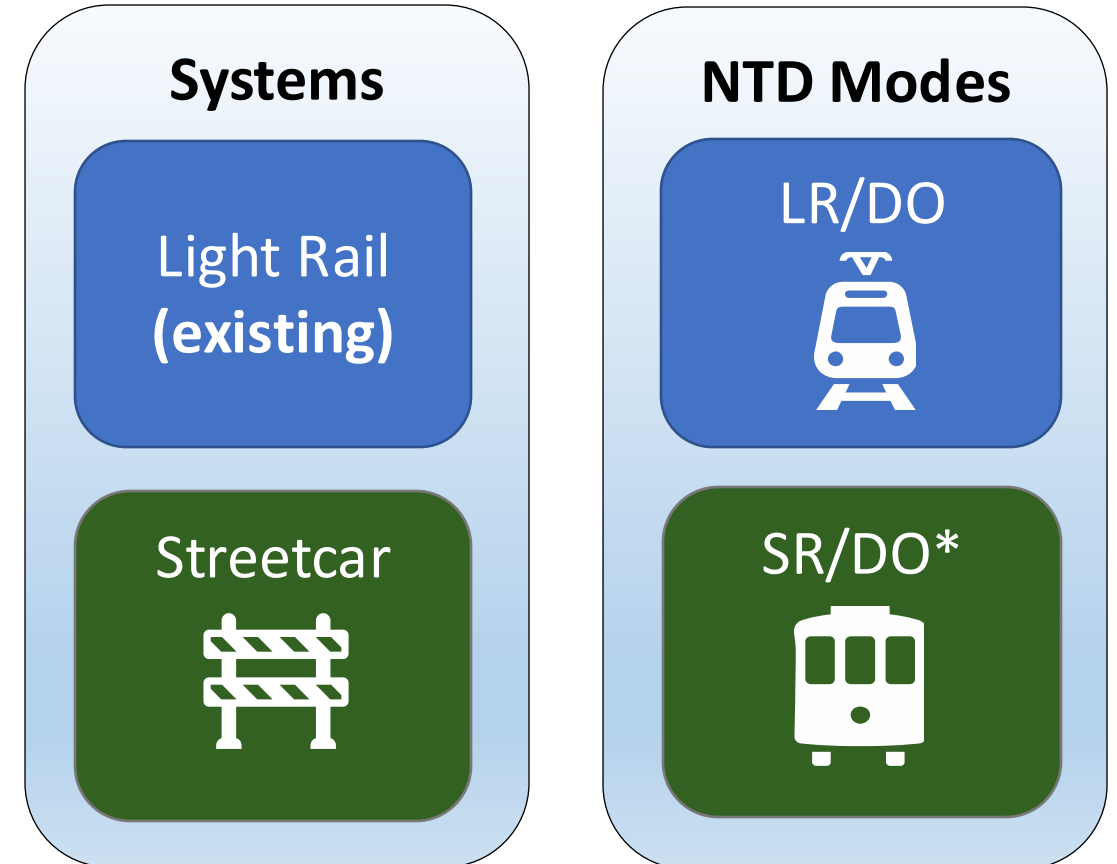
1. A new modal system in “Engineering or Construction” phase:
  - “Completing significant design work, refining project scope and cost estimates, preparing construction documents, and securing local funding commitments.”
  - If Federally-funded, upon NEPA approval
2. Will be reported as a separate modal record in NTD when operational
  - NTD modal records distinguish between:
    - Directly Operated (DO) service and
    - Purchased Transportation (PT) service (service provided by a contractor)

# Modes in Engineering - Example 1

- An RTA operates Light Rail (LR) service
- They begin construction of a new Streetcar system
- Once operational\*, this new service will be reported to the NTD as a new mode: Streetcar (SR)

**SSOR**

*Under Modes in Engineering,  
Report this as Streetcar*

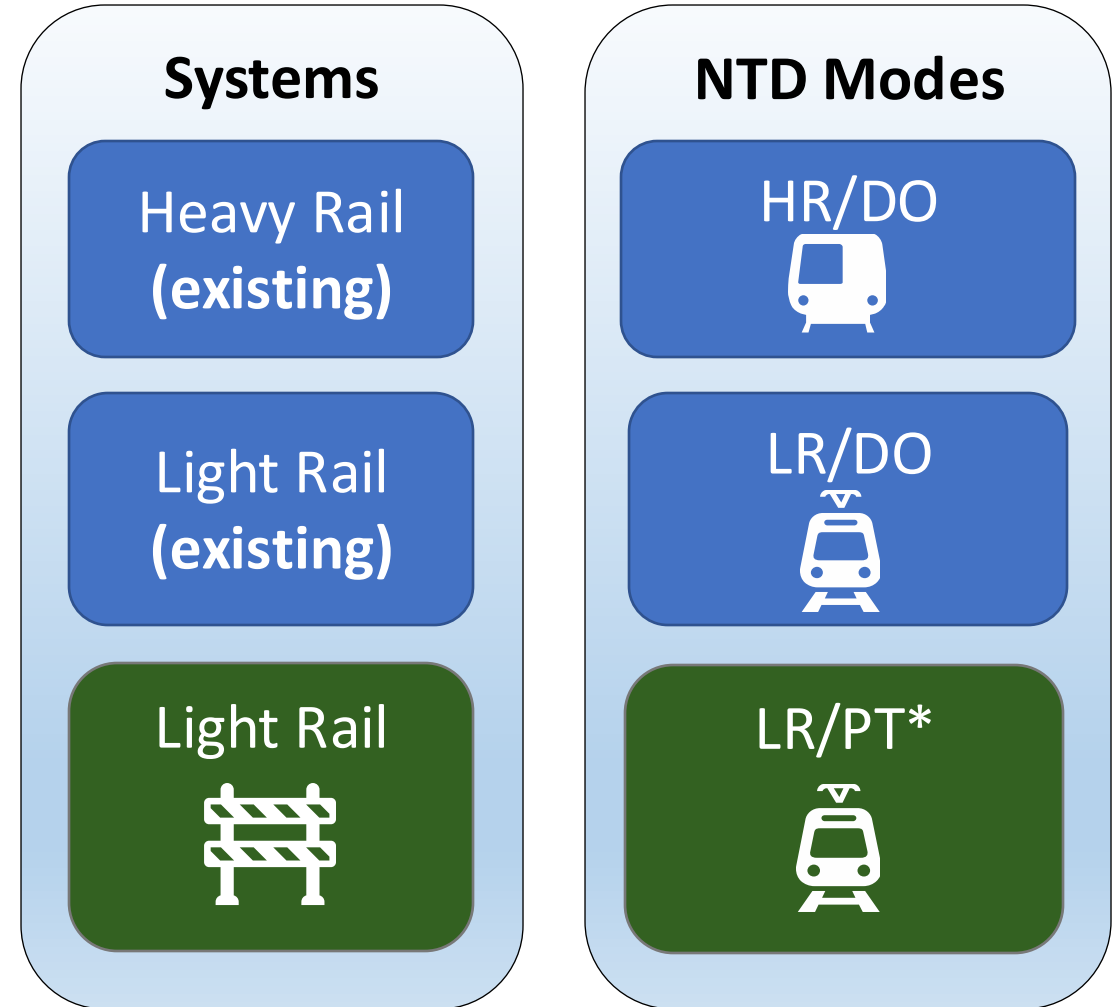


# Modes in Engineering - Example 2

- An RTA operates Heavy Rail (HR) and Light Rail (LR) service
- They begin construction of a new light rail system
- Once operational, this LR service will be operated by a contractor and reported to the NTD as Purchased Transportation (PT)\*

## SSOR

*Under Modes in Engineering,  
Report this as Light Rail*



# Modes in Engineering - Example 3

- An RTA operates Light Rail (LR) service
- They begin construction of an extension to the existing light rail system
- Once the extension is operational, the associated service will be reported to the NTD under the existing light rail mode

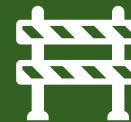
**SSOR**

*Under Modes in Engineering,  
Do not report this project*

## Systems

Light Rail  
(existing)

Light Rail  
extension



## NTD Modes

LR/DO



# What is Not a Mode in Engineering?

*If it will not result in a new NTD modal record, it is not a Mode in Engineering*

- **Do not report:**

- Extensions to existing modal systems
- Other capital projects which will not result in a new mode




# Modes in Engineering

- On the RTA Profile page, select “Edit” on the top right-hand side of the screen:

Sun Link Transit System (Tucson Streetcar) > Profile

[Profile](#)
[Contacts](#)
[CAPS](#)
[STARS](#)
[Internal Safety Review](#)
[Events](#)
[Issues](#)
[Discrepancies](#)
Report Year: 2024

Currently Viewing: Sun Link Transit System (Tucson Streetcar) (1)


EDIT

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**Basic Information**

**Agency Name** Sun Link Transit System (Tucson Streetcar)  
**Acronym** SLTS

**Agency Contact Information**

**E-mail Address** [Sunlinkstreetcarcomments@tucsonaz.gov](mailto:Sunlinkstreetcarcomments@tucsonaz.gov)  
**Website** <http://www.sunlinkstreetcar.com/>

**Agency Address**

**Address Line 1** PO Box 27210  
**City** Tucson  
**State** AZ  
**Zip Code** 85726  
**FTA Region** Region 9

**Phone Numbers**

Type	Phone Number	Extension	Primary?
Office	520-792-9222	989	✔

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**Modes**

Modes In Engineering

Project Name ↑	Mode	NEPA Decision Date (if NEPA approved)	Criteria for Determination (if not NEPA approved)	Planned Revenue Service Date	Status	Last Modified Date	Last Modified By
test	LR - Light Rail	n/a	test	8/7/2024	🕒	8/7/2024 3:40 PM EDT	Asmita Sapkota

# Modes in Engineering

Select “Add Provisional Mode in Engineering”:

▼ Modes

Modes In Engineering

Mode	Project Name	Planned Revenue Service Date	NEPA Approved?	NEPA Decision Date	Criteria for Determination ⓘ	Status	Delete
YR - Hybrid Rail ▼	Test Icons 10/255	02/14/2024 📅	<input type="checkbox"/>		Users can delete Moc37/4000	Pending	✕
+ Add Provisional Mode In Engineering ←							

Modes In Service

Mode	NTD Reporter Mode ID	Type of Service ⓘ	Revenue Service Date	Last Modified Date	Last Modified By
HR - Heavy Rail	n/a	<u>PT - Purchased Transportation</u>	11/19/1998 - Present	12/31/2020 7:00 PM EST	<u>tess.deployment</u>
LR - Light Rail	n/a	<u>DO - Directly Operated</u>	11/19/1998 - Present	12/31/2020 7:00 PM EST	<u>tess.deployment</u>
HR - Heavy Rail	n/a	<u>PT - Purchased Transportation</u>	11/19/1998 - Present	12/31/2020 7:00 PM EST	<u>tess.deployment</u>

3 items

# Modes in Engineering

Fill out the required data fields

- To add another mode in engineering, select “Add Provisional Mode in Engineering”
- Complete the form by selecting “Submit” at the top right hand of the screen

Edit RTA > Sun Link Transit System (Tuscon Streetcar)

### Basic Information

Agency Name Sun Link Transit System (Tuscon Streetcar) Acronym SLTS 4/10

### Agency Contact Information

E-mail Address Sunlinkstreetcarcomments@tucson 37/255 Website http://www.sunlinkstreetcar.com/ 32/255

### Agency Address

Address Line 1 PO Box 27210 12/100 Address Line 2 0/100 City Tucson 6/70 State Arizona Zip Code 85726 FTA Region Region 9

### Phone Numbers

Type	Phone Number	Extension	Primary	Delete
Office	(520) 792-922.	989 3/10	<input checked="" type="checkbox"/>	<input type="button" value="X"/>

### Modes

#### Modes In Engineering

Mode	Project Name	Planned Revenue Service Date	NEPA Approved?	NEPA Decision Date	Criteria for Determination	Status	Delete
YR - Hybrid Rail	Test10/255	02/14/20	<input type="checkbox"/>		Users (37/4000)	Pending	<input type="button" value="X"/>

#### Modes In Service

# Modes in Engineering

- Users can also access their Modes in Engineering by selecting “Request Management” from their My Safety Home Page

The screenshot displays the 'My Safety Home' interface. At the top, there is a header 'My Safety Home' and a large image of a subway tunnel with a train. Below the image, a personalized greeting reads 'Hello, Tripp. What do you need help with?'. The main content area is divided into three columns of help desk information:

- Reporting/Policy Questions:** FTASSORSupport@dot.gov, Email us to schedule a 1 on 1 session
- Technical/IT Issues:** Help Desk Business Hours: 8:00 a.m. – 8:00 p.m. ET, Mon. – Fri. FTAITHelpDesk@dot.gov
- SSOR POC:** Myesha Stephney, Myesha.Stephney@dot.gov

Below this information is a navigation bar with three buttons: 'Help Documents', 'Frequently Asked Questions', and 'Training Videos'. At the bottom, there are three panels: 'Annual Report Submission Status', 'Open Issues', and 'Quick Links'. The 'Quick Links' panel is expanded, showing 'Modify Settings', 'Request Management', and 'Manage Notifications'. A blue arrow points to the 'Request Management' link. A notification bell icon with '(0)' is visible in the top right corner.

# SSOR Assistance

SSOR Assistance Required:	Please Contact:
Questions about the SSO Program	FTA SSO Program Manager or <a href="mailto:FTASSORSupport@dot.gov">FTASSORSupport@dot.gov</a>
Annual Reporting Requirements	FTA SSO Program Manager or <a href="mailto:FTASSORSupport@dot.gov">FTASSORSupport@dot.gov</a>
Events Missing or Incorrect in SSOR	RTA/NTD Reporter
Issues Created in SSOR	FTA SSO Program Manager or <a href="mailto:FTASSORSupport@dot.gov">FTASSORSupport@dot.gov</a>
Technical/IT Issues	SSOR IT Help Desk [ <a href="mailto:FTAITHelpDesk@dot.gov">FTAITHelpDesk@dot.gov</a> ]
General SSOR System	Myesha Stephney [ <a href="mailto:Myesha.Stephney@dot.gov">Myesha.Stephney@dot.gov</a> ] or <a href="mailto:FTASSORSupport@dot.gov">FTASSORSupport@dot.gov</a>

## WHO TO CONTACT

for SSOR Questions



- Reporting Questions?
- Policy Questions?
- NTD/Event Threshold Questions?
- Want to schedule a 1 on 1 session?

**Contact the SSOR Support team:**  
[FTASSORSupport@dot.gov](mailto:FTASSORSupport@dot.gov)



- General SSOR Questions?
- User Management?

**Contact SSOR Management:**  
[Myesha.Stephney@dot.gov](mailto:Myesha.Stephney@dot.gov)  
[John.Chism@dot.gov](mailto:John.Chism@dot.gov) (Proxy)



- IT Issues?
- Bug Fixes?
- Questions about hardware and software systems?

**Contact IT Help:**  
[FTAITHelpDesk@dot.gov](mailto:FTAITHelpDesk@dot.gov)

BUSINESS HOURS  
8:00AM TO 5:00PM ET, M-F  
OFFICE OF TRANSIT SAFETY & OVERSIGHT  
FEDERAL TRANSIT ADMINISTRATION



# Questions?

