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This issue of the *Biweekly Message* focuses on certifying compliance with the Public Transportation Agency Safety Plan (PTASP) regulation (49 CFR Part 673).

Featured Resources

New! Compliance Monitoring Webinar (September 16, 2020):

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

Agency Safety Plan (ASP) Review, Approval, and Certification Webinar (March 19, 2020):

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

[Certifying Compliance with the PTASP Regulation](#) discusses what certification means and who must certify.

The [Certification Fact Sheet](#) reviews the who, when, and how of certifying compliance.

[Understanding the ASP Review, Approval, and Certification Process](#) provides information to support transit agencies and State Departments of Transportation (DOTs) as they prepare for each review, approval, and certification step.

New to the certification process within the Transit Award Management System (TrAMS)? Take a look at the [TrAMS Recipient User Guide](#).

The [Sample ASP for Bus Transit Providers](#) and the [Sample ASP for Small Public Transportation Providers](#) offer sample ASP content.

[Agency Safety Plan Lessons Learned](#) shares insights from voluntary ASP reviews completed by the TAC.

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



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

9 a.m. to 8 p.m. EDT, 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](#).

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](#).

Consider reviewing:

- [FAQs from FTA Grantees Regarding COVID-19](#)
- [FTA's COVID-19 Resource Tool for Public Transportation](#) (a one-stop-shop for Federal COVID-19 guidance and recommendations)



Q & A Highlights

Question 1:

Can the Accountable Executive be the person designated as the official that certifies the ASP in the annual Certifications & Assurances in TrAMS?

FTA Response:

Each direct-recipient transit agency should designate the official in TrAMS – there is no requirement in the PTASP regulation that addresses this subject. The transit agency may designate, per TrAMS requirements, the official who certifies the annual Certifications & Assurances.

Question 2:

Once our ASP has been approved, where should we upload it to submit it to FTA?

FTA Response:

FTA does not require transit agencies to upload or submit their ASPs to FTA. FTA will determine if ASPs meet the requirements of the PTASP regulation through its Triennial Review process. Once the Board of Directors or Equivalent Authority has approved the ASP, the next step is to certify compliance with the PTASP regulation through the [Fiscal Year 2020 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements](#) in TrAMS.

Question 3:

Do subrecipients need to certify their own ASPs in TrAMS?

FTA Response:

No, Section 5307 direct recipients will certify in TrAMS, through the Certifications & Assurances process, that their subrecipients have met the relevant PTASP requirements. Subrecipients cannot certify as they do not have a TrAMS account.

Question 4:

Is it required for the person certifying the ASP in TrAMS to sign the plan underneath the Accountable Executive's signature line?

Upcoming Events

ASP Lessons Learned Webinar

When: October 22,
2-3:30 p.m. EDT

[Register Here](#)

Virtual PTASP Workshop

Workshop #4: October 13-14,
11:30-4:30 EDT

[Register Here](#)



FTA Response:

The person completing the Certifications & Assurances is not required to sign the ASP. The only signature required is that of the Accountable Executive (49 CFR § 673.11 (1)). Also, it is recommended that agencies document the entity (Board of Directors or Equivalent Authority, or State Safety Oversight Agency) that approved the ASP and the date it was approved.

Question 5:

For those small public transportation providers that opt out of the State plan, is the State DOT responsible for certifying their ASPs by the compliance deadline?

FTA Response:

The State DOT is responsible for certifying that it met the requirements of the PTASP regulation that apply to the DOT, including the development of ASPs for all the small public transportation providers in its jurisdiction, except those that notified the DOT that they are opting out. Small providers that are direct recipients of Section 5307 funds must certify their ASPs. If a small provider is a subrecipient of Section 5307 funds, the direct recipient will certify that the small provider has met the requirements under the PTASP regulation through the TrAMS Certifications & Assurances process.

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.

- How do your agency's compliance monitoring activities help you determine the [effectiveness of safety risk mitigations](#)?
- What kinds of internal safety reporting programs are you using to monitor for [safety performance compliance information](#), such as for analysis and trending?

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.