

Overview

The Public Transportation Safety Certification Training Program (PTSCTP) regulation at [49 CFR Part 672](#) establishes minimum training requirements for State Safety Oversight Agency (SSOA) personnel and contractors who conduct accident investigations, safety audits, and examinations of rail transit agencies (RTAs), and for RTA personnel and contractors who are directly responsible for safety oversight. The regulation requires designated SSOA and RTA personnel and contractors to obtain their PTSCTP certification within three (3) years of being designated as PTSCTP participants. Upon certification, each designated individual is required to complete refresher training every two (2) years.

What are the requirements for refresher training?

Subpart B of the regulation states:

- The SSOA or the RTA shall determine PTSCTP refresher training requirements for their agency personnel and contractors.
- The refresher training must include, at a minimum, one (1) hour of **safety oversight** training.
- A recipient may establish refresher training requirements that include one or more courses; however, the required training must include at least one hour of safety oversight training.

What is safety oversight training?

Safety oversight training can cover various topics related to an individual's transit safety oversight responsibilities. The safety oversight topics list (to the right) provides sample topics that could inform an agency's identification of refresher training that satisfies the one-hour safety oversight training requirement. Please note that this list is not exhaustive.

Sample Safety Oversight Topics

- Conducting safety audits
- Developing an Agency Safety Plan (ASP)
- Developing safety standards
- Implementing safety standards
- Maintaining safety standards
- Accident notification
- Developing a Corrective Action Plan (CAP)
- Implementing CAPs
- Risk assessment
- Mitigation implementation
- Conducting safety examinations
- Implementing an ASP
- Developing safety policies
- Implementing safety policies
- Maintaining safety policies
- Accident investigation
- Monitoring CAPs
- Risk prioritization
- Mitigation monitoring
- Conducting internal safety reviews
- Safety Management Systems
- Developing safety objectives
- Implementing safety objectives
- Maintaining safety objectives
- Hazard identification
- Mitigation development
- Monitoring risk



Examples of Refresher Training

The list below presents several example training events and courses (and who provided them) SSOAs and RTAs have used to satisfy the refresher training requirement and obtain PTSTP recertification for their personnel and contractors.

Example Refresher Training Courses and Events

- SMS Awareness – Transit Safety Institute (TSI)
- Transit Industrial Safety Management – TSI
- Operating Rules Training – Transit Agency
- FTA Joint State Safety Oversight and Rail Transit Agency Workshop – FTA
- Wayside Access Recertification – Transit Agency
- SMS Training – Transit Agency
- Transit Safety and Security Audit – TSI
- Introduction to Incident (Accident) Investigation – Occupational Safety and Health Administration
- Rail Transit Safety Review Program State Safety Oversight Overview – SSOA

Frequently Asked Questions

What do I need to do once I have completed my refresher training?

PTSTP participants will need to update their individual PTSTP training record by emailing the following items to FTASafetyPromotion@dot.gov prior to their PTSTP certification expiration date:

- 1) Documentation from the designating agency specifying the required PTSTP refresher training.
- 2) A certificate of completion for each refresher training course or event.

Contractors supporting multiple agencies will need to submit documentation from each agency they support that specifies each agency's refresher training requirement.

Who should I contact if I have questions about the PTSTP refresher training requirements or documentation?

Email questions about PTSTP refresher training requirements and general PTSTP questions to:

FTASafetyPromotion@dot.gov

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