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This issue of the *Biweekly Message* focuses on the terms defined by the Public Transportation Agency Safety Plan (PTASP) regulation (49 CFR Part 673).

Featured Resources

[49 CFR § 673.5](#) defines the terms applicable to an Agency Safety Plan (ASP).

The [National Transit Database \(NTD\) Glossary](#) includes definitions for reporting fatalities, injuries, safety events, and major mechanical system failures to the NTD and lists the NTD forms on which they are reported.

The [NTD Reporting Policy Manual](#) includes definitions and depictions for various modes of transit service.

The [Sample ASP for Small Public Transportation Providers](#) (pages 17-18) and the [Sample ASP for Bus Transit Providers](#) (pages 19-20) provide examples of how to incorporate definitions of Safety Management System terms into your ASP.

The [PTASP Workshop Participant Guide](#) covers Safety Risk Management definitions in Section 3.1.1 and Safety Assurance definitions in Section 3.2.

The [2019 FTA Joint State Safety Oversight and Rail Transit Agency Workshop PTASP Workshop Participant Guide](#) covers Safety Risk Management definitions in Section 2.4 and Safety Performance Monitoring definitions in Section 2.7.

The [Safety Performance Targets \(SPTs\) Fact Sheet](#) delves into the terms related to setting targets within the corresponding section of an ASP.

The [Comparison of Definitions Part 673 versus Part 659](#) chart highlights new definitions from Part 673.

Access the entire resource library by visiting FTA's [PTASP Technical Assistance Center website](#).

Need Assistance?

Contact the PTASP Technical Assistance Center (TAC) to speak with a specialist today!



PTASP-TAC@dot.gov



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

9 a.m. to 8 p.m. EST, M-F



Contact the TAC for **one-on-one technical sessions** to help finish your ASP.



Submit your ASP to the TAC for review to receive valuable feedback.

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](#).

Upcoming Events

Transitioning to ASP Implementation Webinar

When: Thursday, December 17,
2-3:30 p.m. EST

[Register Here](#)



Q & A Highlights

Question 1:

Our agency is working on the Safety Performance Monitoring section of our ASP. What is the definition of *safety event*?

FTA Response:

The definition of *Event* can be found in the PTASP regulation at [49 CFR § 673.5](#), Definitions. The PTASP regulation defines an *Event* as “any *Accident*, *Incident*, or *Occurrence*” (also defined in Part 673).

For the safety event performance measure, FTA uses all safety events that meet an NTD major event reporting threshold (events reported on the S&S-40 form). Note that FTA includes only major safety events and excludes major security events (both of which are reported to the NTD). This means that an agency may have to report a major security event to the NTD but would exclude that security event from its safety events performance target. (See the NTD Glossary for the definition of *safety event*.)

Question 2:

What are FTA’s definitions of *injury* and *system reliability (major mechanical system failure)*? Our transit agency is developing our SPTs and we are a small system reporter, so we don’t normally report all of these categories.

FTA Response:

For the injuries safety performance measure, FTA uses the NTD definition of *injury* (harm to a person requiring immediate medical attention away from the scene). FTA uses injuries reported on both the NTD S&S-40 (major) and S&S-50 (non-major) forms and excludes injuries resulting from assaults and other crimes. However, your agency will still meet the PTASP regulation requirements if it opts to include injuries resulting from assaults and other crimes for the injuries safety performance measure.

As a Reduced Reporter to the NTD, you report the total annual number of fatalities and injuries that occur in your system, the total number of reportable events, and your annual vehicle revenue miles. You can use this information to support the development of SPTs for fatalities, injuries, and safety events. As noted above, when you develop SPTs for injuries, you will exclude injuries resulting from assaults and other crimes (security events).



ASP Tip

Safety Risk Management Definitions

Consider including or referencing definitions for key terms provided in §673.5 and, if using alternative terms or definitions, consider clearly explaining the link to terms in the PTASP regulation.



The [National Public Transportation Safety Plan](#) defines *system reliability* as the mean (average) distance between major mechanical failures (as defined by the NTD). A major mechanical system failure is a failure of some mechanical element of the revenue vehicle that prevents the vehicle from completing a scheduled revenue trip or from starting the next scheduled revenue trip due to safety concerns or because movement of the vehicle is limited.

To set the system reliability performance target, you may review vehicle maintenance records to determine the number of major mechanical failures experienced in the previous year or the average of major mechanical failures over a certain number of years.

Question 3:

If a unit/bus hits or taps its mirror against a fixed object or another vehicle's mirror and there is no damage, would this be classified as an [Accident](#) when calculating the safety event performance target, even though there is no damage? Or would it be considered an [Occurrence](#)?

FTA Response:

As defined in § 673.5 of the PTASP regulation, this type of safety event is an [Occurrence](#). There is no personal injury, and the damage does not disrupt the operations of the transit agency. You would not consider this a safety event when calculating your safety event performance target.

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.

- What [sources for Safety Hazard Identification](#) did you include in your ASP?
- What [challenges did your agency come across](#) during the ASP approval process and how did you handle them?

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.