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This issue of the PTASP TAC Update focuses on recent questions from transit agencies about the Public Transportation Agency Safety Plan (PTASP) regulation ([49 CFR Part 673](#)).

Featured Resources

The [First-Time Bus Applicants of Section 5307 Funding Fact Sheet](#) provides resources to help new applicants get started on an Agency Safety Plan (ASP).

[PTASP Documentation and Recordkeeping](#) presents some considerations for transit agencies based on [49 CFR § 673.31](#) requirements. (This article originally appeared in the March 2021 *TSO Spotlight*.)

[The Agency Safety Plan Review Process](#) offers an example of how an agency might choose to review their ASP. (This article originally appeared in the April 2021 *TSO Spotlight*.)

[Potential Sources of Hazard Information for Bus Transit Operations](#) is designed to help transit agencies identify potential sources of hazards for analysis through Safety Risk Management (SRM) to assess and mitigate safety risk.

Access the entire TAC Resource Library by visiting FTA's [PTASP Technical Assistance Center website](#).

Q & A Highlights

Question 1:

I would like clarification on documenting spills as safety events. Our transit agency's maintenance workers fill out a safety event form anytime there is a spill, but we're not sure if all these spills are reportable. Some spills are very minor – they might happen at our facility or on the road. Is there a guideline or minimum requirement for reporting these spills?

FTA Response:

For safety events, FTA uses all safety events that meet a National Transit Database (NTD) major event reporting threshold (events reported on the S&S-40 form). The NTD defines a

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Contact the TAC for **one-on-one technical sessions** for ASP support.

ASP Implementation Workshop Recorded Version

The [recorded version](#) of the workshop and its accompanying [Participant Workbook](#) are available in the TAC Resource Library.

Revisit Past Webinars

Looking for past webinars? Check out the [PTASP webinars page](#).



safety event as a collision, derailment, fire, ***hazardous material spill***, act of nature (Act of God), evacuation, or other safety occurrence not otherwise classified occurring on transit right-of-way, in a transit revenue facility, in a transit maintenance facility, or involving a transit revenue vehicle and meeting established NTD thresholds.

According to the NTD [2021 Safety and Security Reporting Policy Manual](#) (page 43), a hazardous material spill is the release of any amount of material that creates an imminent danger to life, health, or the environment and requires special attention to clean up the material. Leaks of oil, power steering fluid, or brake fluid from a transit vehicle are considered to be of insufficient quantity to cause imminent danger to life, health, or the environment. However, agencies may still choose to track this type of data as part of their Safety Assurance or Hazard Identification process as there is still something to be learned from these low-level events.

Question 2:

Our agency will be passing Section 5307 funds for the first time to an eligible small public transportation provider. Does the small provider need to have an ASP before these funds can be awarded to it?

FTA Response:

According to FTA guidance, a small public transportation provider first needs to meet the PTASP regulation requirements by establishing an ASP before it can be awarded Section 5307 funds.

The PTASP regulation requires the State to draft the ASP on behalf of a small public transportation provider unless the provider opts to develop its own ASP and notifies the State of this decision. Once the small provider has an ASP that has been signed by their Accountable Executive and approved by their Board of Directors or Equivalent Authority, they will need to notify your agency since you are the direct recipient of Section 5307 funds and must complete all related certifications. Your agency will then certify compliance with the PTASP regulation for this small provider in the Transit Award Management System (TrAMS).

Question 3:

Does a transit provider have to wait until after it conducts its scheduled ASP annual review before it can certify compliance with the PTASP regulation in TrAMS?

FTA Response:

The annual certification requirement ([49 CFR § 673.13\(b\)](#)) is not dependent on when an agency conducts its ASP review each year. Agencies can complete this certification any time before TrAMS closes out for the current FTA fiscal year.

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.