



U.S. Department  
of Transportation

**Federal Transit  
Administration**

Headquarters

1200 New Jersey Avenue, SE  
Washington, DC 20590

**SENT VIA EMAIL**

August 3, 2022

Mr. Steve Poftak  
General Manager  
Massachusetts Bay Transportation Authority  
10 Park Plaza  
Boston, MA 02116

Subject: Daily and Weekly Submittals for Special Directives 22-6 and 22-7

Dear Mr. Poftak,

Thank you and your team for complying with the Federal Transit Administration's (FTA) daily and weekly reporting requirements for Special Directive 22-6: Operations Control Center (OCC) and Special Directive 22-7: Lapsed Certifications.

As required, the MBTA began submitting OCC staffing and certification reports regularly on Friday, June 24, 2022. Special Directives 22-6 and 22-7 require the MBTA to submit these reports for six (6) weeks, through Friday, August 5, 2022, and until FTA finds that the MBTA has satisfactorily demonstrated resolution of the issues tracked with these submittals.

This letter provides direction regarding the continuation of these requirements.

**Reporting Requirements for Special Directive 22-6: OCC**

Given the continued staffing shortage in the OCC and associated concerns, FTA will continue to require MBTA to submit the weekly work schedules and training certification reports for OCC personnel and the daily "as performed" OCC work schedules. **FTA directs MBTA to continue to submit weekly and daily reports for Special Directive 22-6 through Friday, September 30, 2022.**

The FTA will provide further communication regarding a potential reduction in reporting requirements for Special Directive 22-6 in September 2022

**Reporting Requirements for Special Directive 22-7: Lapsed Certification**

FTA will continue to require MBTA to submit weekly rail transit operations personnel certification and hours worked reports through the end of August.

After that point, based on continued accuracy of reports, and compliance with certification requirements and hours-of-service requirements, the FTA will reduce reporting requirements.

**Beginning October 5, the MBTA must submit a monthly exception report that identifies any rail transit operations personnel who worked out of certification or who exceeded hours of service requirements during the preceding month**

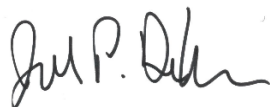
These reports will be due on October 5, 2022 (for September 2022), November 5, 2022 (for October 2022), December 5, 2022 (for November 2022) and January 5, 2023 (for December 2022). During this period, FTA and the Massachusetts Department of Public Utilities (DPU) will continue to monitor the MBTA's implementation of its certification and hours of service requirements for rail transit operations personnel.

If the MBTA's monthly submittals continue to demonstrate compliance with certification and hours of service requirements, then the FTA will end reporting requirements for Special Directive 22-7 with the monthly report submitted on January 5, 2023.

### **Conclusion**

We appreciate your efforts to enhance MBTA's safety performance, and we look forward to working with you and your team as the MBTA addresses these findings and required actions. Please contact our SMI Coordinator, Ms. Erin Powell, by phone at (202) 366-2164 or by email at Erin.Powell@dot.gov with any questions.

Sincerely,



Joe DeLorenzo  
Associate Administrator and  
Chief Safety Officer  
Office of Transit Safety and Oversight

cc: Peter Butler, Regional Administrator, FTA Region 1  
Jeffrey Gonneville, Deputy General Manager, MBTA  
Ron Ester, Chief Safety Officer, MBTA  
Dave Carney, Chief of Transit Services, MBTA  
Andrea Gordon, Assistant General Manager, Rail Operations, MBTA  
Elizabeth Cellucci, Director, Transportation Oversight Division, Massachusetts Department of Public Utilities