



U.S. Department
of Transportation

**Federal Transit
Administration**

Headquarters

1200 New Jersey Avenue, SE
Washington, DC 20590

SENT VIA EMAIL

January 13, 2023

Mr. Jeff Gonneville
Interim General Manager
Massachusetts Bay Transportation Authority
10 Park Plaza
Boston, MA 02116

Subject: Approval of Corrective Action Plans for Special Directives 22-9, 22-10, and 22-12

Dear Mr. Gonneville,

Thank you and your team for providing updated Corrective Action Plans (CAPs) and project management information to address comments from the Federal Transit Administration (FTA) regarding the proposed CAPs previously submitted by the Massachusetts Bay Transportation Authority (MBTA) to address [Special Directive \(SD\) 22-9, Workforce Capacity](#); [SD 22-10, Prioritized Safety Management Information](#); and [SD 22-12, Operating Conditions and Policies, Procedures and Training](#). FTA received the MBTA's submissions, as requested, on January 3, 2023.

Approval of Proposed CAPs for SD 22-9, SD 22-10, and SD 22-12

Based on the MBTA's clarifications and additional information provided in response to FTA's correspondence of December 6, 2022, FTA approves the resubmitted CAPs for SD 22-9, SD 22-10, and SD 22-12. With this action, all MBTA CAPs related to the Safety Management Inspection (SMI) are now approved.

For SD 22-9 and SD 22-10, MBTA's resubmitted CAPs were updated with the current names for all advisory committees, executive steering committees and working groups. For SD 22-12, in addition to correcting committee and working group names, MBTA addressed FTA's request that additional information be incorporated into specific action items for Finding 3, related to the MBTA's Quality Management Plan and supporting procedures.

Finally, for the CAPs in all three SDs, MBTA provided an initial Project Management Plan (PMP) and Integrated Master Schedule (IMS) as the basis for the Quality, Compliance, and Oversight Office's (QCOO) management and oversight of the MBTA's implementation of the actions. The PMP and IMS also address the other SDs issued by FTA through the SMI.

PMP and Integrated Work Schedule

To support monitoring and implementation of MBTA's project management approach for SD 22-9, SD 22-10 and SD 22-12, FTA is adding the PMP and IMS as an action item for each CAP:

- For SD 22-9, the PMP and IMS are added to FTA-22-9-MBTA-CAT1-2, as Action Item 11
- For SD 22-10, the PMP and IMS are added to FTA-22-10-MBTA-CAT2-1, as Action Item 20
- For SD 22-12, the PMP and IMS are added to FTA-22-12-MBTA-CAT-4-1, as Action Item 18

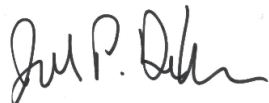
As a result of the added Action Items, FTA directs MBTA to revise and submit to FTA its Correction Action Plans (CAP) to reflect the addition of PMP and IMS to the Action Items for SD 22-9, SD 22-10, and SD 22-12 by 31 January 2023.

In addition, FTA directs MBTA to submit quarterly updates to the PMP and IMS, due April 5, 2023 (for the period January 1 through March 31, 2023); July 5, 2023 (for the period April 1 through June 30, 2023); October 5, 2023 (for the period July 1 through September 30, 2023); and January 5, 2024 (for the period October 1 through December 31, 2023); and so on, until FTA either revises the submission frequency or the SDs are closed. To support the first update, due April 5, 2023, FTA will submit written comments on the PMP and IMS by the end of January 2023, and schedule a meeting to discuss the PMP and IMS quarterly update by mid-February.

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, Erin Powell, by phone at (771) 200-8016 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
Erik Stoothoff, Acting Chief Operating Officer, MBTA
Ron Ester, Chief Safety Officer, MBTA
Katie Choe, Chief of Quality, Compliance and Oversight, MBTA

Elizabeth Cellucci, Director, Transportation Oversight Division, Massachusetts Department
of Public Utilities (DPU)

Robert Hanson, Rail Safety Director, DPU