

FTA-24-3-006-3 Action Plan and Implementation Schedule Evaluation Matrix
Special Directive 24-3: Bus and Rail Transit Safety Issues Contributing to Safety Events

Action Plan and Implementation Schedule Evaluation Matrix: Special Directive 24 3: Bus and Rail Transit Safety Issues Contributing to Safety Events					
<p>Finding 6: Lack of Coordination and Prioritization on Intersection and Grade Crossing Safety and Detour Management (Service Design Analysis)</p> <p>Required Action FTA-24-3-006-3: Within 150 days after issuance of this report, SEPTA must prepare an action plan and schedule to conduct an analysis of how current service design puts operators in difficult or unsafe situations (e.g., narrow roads with on-street parking, tight turns that cause the bus to roll over curb frequently, transfer center that requires the operator to put the bus in reverse without a spotter, lack of appropriate facilities or adequate lighting at end-of-line points). The analysis must identify potential improvements in service design to be implemented directly by SEPTA or coordinated with PennDOT and local jurisdictions as appropriate. SEPTA must submit the action plan and schedule to FTA for review and approval. SEPTA must submit the analysis for FTA review and acceptance. FTA will monitor implementation of the action plan and schedule, and subsequent analysis and improvements.</p>					
FTA Action Item Tracking No.	SEPTA Action Item	SEPTA Owner	SEPTA Deliverable	SEPTA Due Date	FTA Response
FTA-24-3-006-3-01	Monthly progress reporting on Service Design Gap Analysis and evaluation of identified service improvements for SEPTA (in coordination with local jurisdictions and PennDOT)	System Safety Division	Monthly Updates on Service Design Gap Analysis and evaluation of identified service improvements for SEPTA (in coordination with local jurisdictions and PennDOT)	Monthly, first report due 6/30/2025	<p>Action Items Approved</p> <p>To verify implementation, FTA may, at a minimum:</p> <ul style="list-style-type: none"> • Review monthly reports • Discuss status items from monthly reports with SEPTA during meetings and onsite • Review preliminary results to confirm progress in completing analysis
FTA-24-3-006-3-02	Analyze how SEPTA's service design puts operators in potentially unsafe positions, including an analysis of recent and ongoing projects and recommendations for improvement or further analysis	System Safety Division	Service Design Gap Analysis Report	12/1/2025	<p>Action Items Approved</p> <p>To verify implementation, FTA may, at a minimum:</p> <ul style="list-style-type: none"> • Review Service Design Gap Analysis Report • Discuss findings and results from Service Design Gap Analysis Report • Observe key locations or service considerations identified in Service Design Gap Analysis Report while onsite
FTA-24-3-006-3-03	Identify service design improvements that do not require coordination with local jurisdiction and can be implemented by SEPTA	System Safety Division	List of Improvements that Can Be Implemented by SEPTA (if not already explicitly described in Service Design Gap Analysis Report) and	Within 30 business days of FTA's acceptance of the Service	<p>Action Items Approved</p> <p>To verify implementation, FTA may, at a minimum:</p> <ul style="list-style-type: none"> • Review list of improvements

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			schedule for improvements that SEPTA has decided to implement	Design Gap Analysis Report	<ul style="list-style-type: none"> Observe locations where improvements have been identified while onsite
FTA-24-3-006-3-04	Identify service design improvements that require coordination with local jurisdiction and cannot be implemented without coordination with local jurisdictions	System Safety Division	List of Improvements that Require Coordination with Local Jurisdictions (if not already explicitly described in Service Design Gap Report)	Within 30 business days of FTA's acceptance of the Service Design Gap Analysis Report	<p>Action Items Approved</p> <p>To verify implementation, FTA may, at a minimum:</p> <ul style="list-style-type: none"> Review list of improvements Observe locations where improvements have been identified while onsite
FTA-24-3-006-3-05	Evaluate the identified recommendations with appropriate partners such as the City of Philadelphia, various municipal partners, and SEPTA System Safety and Operations Divisions	System Safety Division	Invites to and Minutes from Meetings Conducted with Local Partners to Review Results of Service Design Gap Analysis	Within 60 business days of FTA's acceptance of the Service Design Gap Analysis Report	<p>Action Items Approved</p> <p>To verify implementation, FTA may, at a minimum:</p> <ul style="list-style-type: none"> Observe meetings Review minutes
FTA-24-3-006-3-06	Schedule for improvements that require coordination with local partners or confirmation from local partners that improvements will not be implemented	System Safety Division	Schedule for Improvements that Require Coordination or Confirmation that Improvements Will Not Be Implemented	Within 150 days of FTA's acceptance of the Service Design Gap Analysis Report	<p>Action Items Approved</p> <p>To verify implementation, FTA may, at a minimum:</p> <ul style="list-style-type: none"> Review schedule of improvements

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