



FEDERAL TRANSIT ADMINISTRATION

2016 SSO Program Workshop

49 CFR Part 674 Certification Program Standard

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Overview

- Program Management
- Program Standard Development
- Program Policy and Objectives
- Oversight
- Triennial Audits
- Accident Notification
- Investigations
- Corrective Actions
- Program Standard Submission

Program Management

- The Program Management section must explain the SSO agency's:
 - Oversight authority
 - Agency policy
 - Reporting requirements
 - Communications

Program Standard Development

- The Program Standard Development section details:
 - Basic Program Standard requirements
 - Minimum safety standards
 - Procedures and data sources for identifying RTAs program areas
 - Procedures for developing minimum safety standards

Program Policy and Objectives

- The SSO Agency Policies for RTAs Safety section details:
 - Overall approach to ensuring RTAs safety
 - List of enforcement authorities and associated policies the SSO agency will utilize
- The SSO Agency Objectives for RTAs Safety section details:
 - Overarching goals that govern the SSO agency and RTAs' safety activities

Oversight

- The Public Transportation Agency Safety Plan section details the SSOA's roles and responsibilities for oversight of the RTAs' execution of its Safety Plan
 - Timeline, process, and requirements
- The RTAs Internal Review section details the SSOA's requirements for internal reviews
 - Frequency, methodology, schedule, requirements for notification

Triennial Audits

- The Triennial Audit section specifies audit policies and procedures for:
 - Activity scheduling
 - Activities
 - Findings
 - Reports

Accident Notification

- This section includes the SSOA's definition of accident as it pertains to notifications
 - FTA requirements for two-hour notifications
 - State requirements
- This section details the SSOA's accident required notification method, content, and initial report requirements

Investigations

- This section details the SSOA's requirements for its investigation:
 - Process
 - Procedures
 - Reports

Corrective Actions

- This section describes the SSO agency's policies and procedures for CAP:
 - Development
 - Approval
 - Tracking
 - Closeout

Program Standard Submission

- The SSO agency must submit its Program Standard at least annually as part of its annual SSO report
 - Must include detailed description of changes and modifications made since the previous report

Questions?

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