



Agency Safety Plan Review for Rail Transit Agencies: What to Expect

FTA offers voluntary reviews of draft Agency Safety Plans (ASPs) to help the transit industry meet PTASP regulation requirements at 49 CFR Part 673 by the July 20, 2020, compliance deadline. You can request this direct, one-on-one assistance through the new Public Transportation Agency Safety Plan (PTASP) Technical Assistance Center (TAC).

Wherever you are in the process, the PTASP TAC's team of specialists is available to support you in developing an ASP that meets Part 673 requirements.

Need Assistance?

Contact the PTASP Technical Assistance Center



PTASP-TAC@dot.gov



1-87 PTASP AID

How It Works

To submit a draft ASP for a voluntary review, contact the PTASP TAC and the support team will be happy to assist you. We will work with you, one-on-one, to:

- Promptly schedule the review,
- Obtain the draft document(s), and
- Facilitate the review activities.

These activities may include teleconference calls and virtual meetings. Don't delay! We recommend that you contact us as soon as you determine that you would like the team to review your plan.

Your State Safety Oversight Agency (SSOA) will also be involved in the review process. The PTASP TAC team will coordinate its review activities with both you and your SSOA through email, virtual meetings, and/or teleconference calls. We will include your FTA Regional Office to support awareness and engagement in the process, as appropriate.



Criteria for the Review

The PTASP technical assistance team of specialists uses FTA's **PTASP Review Checklist for Rail Transit Agencies and State Safety Oversight Agencies** to conduct the reviews (see example below). The checklist is available on the PTASP TAC website.

Agency Safety Plan Review Checklist

[View RTA & SSOA checklist](#)

The team's review will focus on Part 673 elements and will not extend to other requirements established by the SSOA in its Program Standard.

	Checklist Item	ASP Page #	Comments
X	The Accountable Executive's signature on the Agency Safety Plan and date of signature (§ 673.11(a)(1)).	2	

What We Will Provide


At the conclusion of an ASP review, the team will provide a completed checklist. We will also schedule a conference call or virtual meeting to discuss the results. If you offer additional information for the review team's consideration during the meeting, we will update the checklist accordingly.

Please note that completed checklists are intended solely as tools to help you further develop your ASP to meet Part 673 requirements. Neither the completed checklist items (i.e., items marked with an "X") nor any comments provided by the reviewer(s) constitute a verification of compliance with Part 673 or implementation of the plan.

The PTASP technical assistance team review does not override your SSOA's review, nor does it replace an SSOA review.

Participation in the review of a draft ASP (or related documents) is strictly voluntary. The team's review and any associated materials are provided for technical assistance only.

The full text of Part 673 is available at www.transit.dot.gov/PTASP.



PTASP Technical Assistance Available Now

- Access one-on-one Agency Safety Plan support
- Learn and share through the PTASP Community of Practice
- Explore the PTASP Resource Library

<https://www.transit.dot.gov/PTASP-TAC>