



U.S. Department  
of Transportation

**Federal Transit  
Administration**

The Administrator

1200 New Jersey Avenue, SE  
Washington, D.C. 20590

**DEC 13 2010**

Dear Colleague:

I write to you today to follow-up on a recommendation that was issued to the Federal Transit Administration (FTA) by the National Transportation Safety Board (NTSB) and to ask you for help in implementing its intent.

The NTSB makes the following recommendation:

Facilitate the development of non-punitive safety reporting programs at all transit agencies to collect reports from employees in all divisions within their agencies and to have their safety departments; representatives of their operations, maintenance, and engineering departments; and representatives of labor organizations regularly review these reports and share the results of those reviews across all divisions of their agencies (R-10-4).


In the aviation sector, the Federal Aviation Administration (FAA) has established an effective system for reporting close calls, AVRS: <http://asrs.arc.nasa.gov/overview/summary.html>. For the railroad mode, the Federal Railroad Administration (FRA) has developed a demonstration pilot program for confidential close call reporting, C3RS: [www.closecallsrail.org/pilot.aspx](http://www.closecallsrail.org/pilot.aspx).

FTA is exploring various methods to facilitate such systems; we held our first Transit Rail Advisory Committee for Safety (TRACS) meeting in Washington, DC on September 9-10, 2010, where we discussed reporting systems as integral parts of effective safety programs. In addition, we held our 14<sup>th</sup> Annual State Safety Oversight meeting in Memphis, Tennessee September 27 through October 1, 2010, where we discussed several reporting system models. In early 2011, we will be convening a CEO Safety Summit to further discuss this issue with key stakeholders.

I sincerely believe we can improve transit safety by fostering a work environment where employees are free to report problems without fear of retribution. So, I am asking you to examine your internal safety reporting system to determine the extent of its non-punitive nature and to make any necessary enhancements. To help guide you in this process, a TCRP Interim Report that includes an implementation checklist for developing a non-punitive safety reporting system is available on-line at: [http://onlinepubs.trb.org/onlinepubs/tcrp/docs/TCRPA-34\\_IR.pdf](http://onlinepubs.trb.org/onlinepubs/tcrp/docs/TCRPA-34_IR.pdf)

We at the FTA and the U.S. Department of Transportation hold safety as our number one priority. It is important that each transit agency review their reporting systems with an eye toward addressing the intent of this recommendation.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Peter Rogoff', written in a cursive style.

Peter Rogoff