

## **SAFETY EVENTS REQUIRING NOTIFICATION TO THE SSO**

**Notification Contact Information**

<b>State Safety Oversight Agency (DRPT)</b>	<b>Federal Transit Administration</b>
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## SAFETY EVENT NOTIFICATION/REPORTING REQUIREMENTS

Event	2-hour email notification to FTA TOC	2-hour phone notification to DRPT	24-hour email/ telephonic notification to DRPT (within 24 hours of becoming aware of event)	Incident Fact Report (within 48 hours following the event)	Full Report including Corrective Actions Plans (no later than 30 days following the event unless written request for extension is approved by DRPT)	Recorded on Safety Event Log(s) (submitted to SSO on monthly basis)
<b>Fatalities and Injuries<sup>1</sup></b>						
<b><u>Fatality</u></b> – A death including suicide confirmed within <b>30 days</b> of a reportable event	Yes	Yes	N/A	Yes	Yes	Yes
<b><u>Serious Injury</u></b> One or more persons on transit property or related to transit or operations that: <ul style="list-style-type: none"> <li>a. Requires hospitalization for more than <b>48 hours</b>, commencing within seven days from the date the injury was received;</li> <li>b. Results in a fracture of any bone (except simple fractures of fingers, toes, or nose);</li> <li>c. Causes severe hemorrhages, nerve, muscle, or tendon damage;</li> <li>d. Involves any internal organ; or</li> <li>e. Involves second-or third-degree burns, or any burns affecting more than five percent of the body surface</li> </ul>	Yes	Yes	N/A	Yes	Yes	Yes

<sup>1</sup> Excludes deaths/serious injuries resulting from illness or other natural causes and criminal assaults.

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<b>Collisions<sup>2</sup></b>						
A collision involving a rail transit vehicle <sup>3</sup> and another rail transit vehicle	Yes	Yes	N/A	Yes	Yes	Yes
A collision involving a rail transit vehicle resulting in substantial property damage <sup>4</sup>	Yes	Yes	N/A	Yes	Yes	Yes
A collision involving a rail transit vehicle and another vehicle, including privately owned vehicles, or a person that does not result in serious injury, fatality, or substantial damage	No	Yes	N/A	Yes	Yes	Yes
A collision involving a rail transit vehicle and an object, including bumping posts, that does not result in serious injury, fatality, or substantial damage	No	No	Yes	Upon request by DRPT	Upon request by DRPT	Yes
A collision involving a rail transit vehicle and an animal that does not result in serious injury, fatality, or substantial damage, but does result in damage or human injury	No	No	Yes	Upon request from DRPT	Upon request from DRPT	Yes

<sup>2</sup> All collision categories apply to any unintentional contact involving a rail transit vehicle on the mainline, in the yard, or in a shop.

<sup>3</sup> A rail transit vehicle includes any rolling stock used on a rail fixed guideway public transportation system, including passenger and maintenance vehicles.

<sup>4</sup> Substantial damage includes damage which adversely affects the structural strength, performance, or operating characteristics of transit or non-transit vehicles, facilities, equipment, rolling stock, or infrastructure requiring towing, rescue, onsite maintenance, or immediate removal prior to safe operation. Substantial damage excludes damage such as cracked windows; dented, bent, or small punctured holes in the body; broken lights or mirrors; or removal from service for minor repair or maintenance, testing, or video and event recorder download.

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Evacuations						
Persons withdrawn or removed from rail transit vehicles or facilities due to <b>life safety reasons</b> that constitute an imminent danger to passengers, employees, contractors, or other persons such as: <sup>5</sup> a. Suspicious packages and objects b. Bombs or and chemical/biological/nuclear and radiological releases (including threats of) c. Fire or the presence of smoke d. Fuel leak, electrical, or other hazard	Yes	Yes	N/A	Yes	Yes	Yes
Self-evacuations to a location that may put passengers or patrons in imminent danger (such as the rail-right-of way, not at station)	No	Yes	N/A	Yes	Yes	Yes

<sup>5</sup> Reporting is not required for the offloading of passengers at a platform for a mechanical failure, or transfer of passengers to a rescue train unless there was imminent danger to passengers.

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Derailments and Similar Events						
Derailment of a rail transit vehicle at any location (mainline/yard), at any time, whatever the cause <sup>6</sup>	Yes	Yes	N/A	Yes	Yes	Yes
Instances in which the normal relationship between the head of rail and the tread of the wheel has been lost and, at switches, when one set of wheels or a truck travels a non-normal route, even if the wheel rail relationship is not lost (e.g., split switch, switch run-through, wheel lift, wheel climb, flange running, web running)	No	No	Yes	Upon request by DRPT	Upon request by DRPT	Yes
Runaway <sup>7</sup> Rail Transit Vehicles						
Runaway rail transit vehicles	Yes <sup>8</sup>	Yes	N/A	Yes	Yes	Yes

<sup>6</sup> Derailment means a non-collision event in which one or more wheels of a rail transit vehicle unintentionally leaves the rails.

<sup>7</sup> Runaway means movement of a rail transit vehicle, including rollback, on the mainline, yard, or shop that is uncontrolled or unmanned (e.g., no operator, operator incapacitated or asleep, movement due to failure of a rail transit vehicle electrical, mechanical, or software system or subsystem).

<sup>8</sup> 2-hour FTA notification is only required for runaway **trains** when train means one or more passenger cars coupled together and propelled by self-contained motor equipment.

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Service Suspension and Disruption						
Suspension of service <sup>9</sup>	No	Yes	N/A	Yes	Yes	Yes
Disruption of service lasting 15 minutes or more	No	No	Yes	Upon request by DRPT	Upon request by DRPT	Yes
Signals/Control-Related Events						
Red signal, grade crossing indicator, and stop and proceed violations	No	Yes	N/A	Yes	Yes	Yes
Grade crossing warning system activation failure	No	Yes	N/A	Yes	Yes	Yes
Signal system false proceed/track circuit failed clear	No	Yes	N/A	Yes	Yes	Yes
Total or partial signal system failure requiring manual block operations	No	No	Yes	Yes	Upon request by DRPT	Yes
Unauthorized use of a block	No	No	Yes	Upon request by DRPT	Upon request by DRPT	Yes

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<sup>9</sup> Suspension of service means to stop rail service per rail control/dispatching instruction, temporarily, either due to failure of rail operating environment, loss of communication, loss of signaling, operating or maintenance personnel unavailability, or natural disaster.

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Other						
Work zone violations including unauthorized vehicle encroachment, speeding, or overrun into a protected work zone	No	Yes	N/A	Yes	Yes	Yes
Incapacitated operator in revenue service	No	Yes	N/A	Yes	Yes	Yes
Explosion or fire on rail-controlled property	No	No	Yes	Upon request by DRPT	Upon request by DRPT	Yes
Release of hazardous materials	No	No	Yes	Upon request by DRPT	Upon request by DRPT	Yes
Elevator entrapment (no injury)	No	No	Yes	Upon request by DRPT	Upon request by DRPT	Yes
Broken rail or joint bar, rail kink, etc.	No	No	Yes	Upon request by DRPT	Upon request by DRPT	Yes
Flooding above the head of the rail	No	No	Yes	Upon request by DRPT	Upon request by DRPT	Yes
Vehicle door events including: a. Doors open during train movement b. Doors open on wrong side or off platform c. Un-commanded door opening d. Emergency door release activated by patron without self-evacuation	No	No	Yes	Upon request by DRPT	Upon request by DRPT	Yes



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Employee or patron electric shock	No	No	Yes	Upon request by DRPT	Upon request by DRPT	Yes
Fallen or dragging equipment from a rail vehicle	No	No	Yes	Upon request by DRPT	Upon request by DRPT	Yes
Station over-runs and under-shoots	No	No	Yes	Upon request by DRPT	Upon request by DRPT	Yes
Any safety event for which HRT notifies the National Response Center or the National Transportation Safety Board about which it does not otherwise notify DRPT	No	No	Yes	Upon request by DRPT	Upon request by DRPT	Yes