From:	Colin Ash
To:	Smith, Michael J.; Lawson, Kevin
Cc:	ATG_DCCM_SSO; Safety Department; Toomey, Craig
Subject:	RE: Draft Agency Safety Plan For Review
Date:	Monday, December 15, 2025 2:17:00 PM
Attachments:	image001.png 20251215 NORTA ASP Checklist.pdf

Sent on behalf of Kevin Lawson, DOTD SSO

Mike, thank you for providing the LMSC SOP. We have reviewed the document and completed our preliminary ASP checklist review.

The attached checklist notes our two previous comments for consideration as well as the few checklist items related to signatures and approvals from the Accountable Executive, Safety Committee, and Board. As in previous years, we'll expect to see those approvals completed in the coming weeks, but please keep us updated. Otherwise, the ASP appears to meet all requirements.

Thanks again,

Colin Ash, AICP
Project Manager

ATG | DCCM
504.946.0177 p

From: Smith, Michael J. <mjsmith@rtaforward.org>
Sent: Tuesday, December 2, 2025 10:40 AM
To: Colin Ash <ColinA@dccm.com>; Lawson, Kevin <kevin.lawson@la.gov>
Cc: ATG|DCCM SSO <ATG_DCCM_SSO@dccm.com>; Safety Department <safety@rtaforward.org>; Toomey, Craig <ctoomey@rtaforward.org>
Subject: RE: Draft Agency Safety Plan For Review

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Colin,

Thank you. We will incorporate your feedback in our current version of the draft.

See attached SOP, as requested.

Please let me know if you have any additional questions or concerns.

Thanks,

Mike

From: Colin Ash <ColinA@dccm.com>
Sent: Wednesday, November 26, 2025 11:34 AM
To: Smith, Michael J. <mjsmith@rtaforward.org>; Lawson, Kevin <kevin.lawson@la.gov>
Cc: ATG_DCCM_SSO <ATG_DCCM_SSO@dccm.com>; Safety Department <safety@rtaforward.org>; Toomey, Craig <ctoomey@rtaforward.org>
Subject: RE: Draft Agency Safety Plan For Review

Sent on behalf of Kevin Lawson, DOTD SSO

Hi Mike, the SSOA has reviewed NORTA's draft ASP and offers the following considerations.

- Consider incorporating language (such as below) into the employee safety reporting program section of the ASP to more explicitly reference requirements from § 673.23(b)
    - *The process includes reporting assaults on transit workers, near-misses, and unsafe acts and conditions*.
- Consider incorporating language (such as below) into the safety risk management section of the ASP to more explicitly reference requirements from § 673.25(b)(2)(iii)
    - *As a source for hazard identification, the transit agency considers safety concerns identified through its Safety Assurance activities*.

Additionally, **please provide the Labor-Management Safety Committee SOP referenced in the ASP for review**.

Colin Ash, AICP
Project Manager

ATG | DCCM
504.946.0177 p

From: Smith, Michael J. <mjsmith@rtaforward.org>
Sent: Tuesday, November 18, 2025 7:55 PM
To: Lawson, Kevin <kevin.lawson@la.gov>
Cc: ATG|DCCM SSO <ATG_DCCM_SSO@dccm.com>; Safety Department <safety@rtaforward.org>; Toomey, Craig <ctoomey@rtaforward.org>
Subject: Draft Agency Safety Plan For Review

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open attachments unless you recognize the sender and know the content is safe.

Kevin,

Good evening. Please find attached, current draft revision of the RTA ASP. I am attaching both track changes and clean versions for your review.

Below are key revisions in this year's draft:

- More robust RWP program description in Section 1.7, to reflect progress made this year in accordance with Part 671
- Updated SPTs and RRPTs, along with updated preventability rate targets
  - There are 45 (15 x 3 modes) distinct targets that must be revised every year, per Part 673. We followed all available guidance from FTA in establishing this process.
- Clarified timeframe for ASP review/update, in alignment with SOP #004-002 (see 1.3)
- Updated ELT roles, specifically for the Chief Strategic and Financial Officer, in alignment with a recent organizational structure change.
  - Note: We will provide an updated org. chart as Appendix B.
- Cleaned up process descriptions for ISMAs (see 3.3.1)
- Added Safety Committee (LMSC) role in reviewing safety training programs (see 4.1)
- Simplified reporting of progress of agency-wide SMS initiatives relative to the SMS Implementation Plan (Appendix E)

As in prior year's ASP review cycles, we are requesting your consideration of a 'tentative' or 'conditional' approval, which would allow us to tentatively move forward with the remaining review steps, e.g., LMSC review/approval, final incorporation of edits from the SMSSC, and Board review/approval, and would enable us to process the Board-adopted version for final, on-time submittal to you in January or February.

Please let me know if you have any questions or concerns.

Thanks,

Mike

Mike Smith
Chief Safety, Security & Emergency Management Officer
New Orleans Regional Transit Authority

2817 Canal Street | New Orleans, LA 70119
Office: 504.827.8455
Email: mjsmith@rtaforward.org