Metro-North Railroad

Safety Program Report

2013
Safety & Security Department

President
J. Giulietti

Chief Safety & Security Officer
A.E. Kirsch

Safety
- District Safety & Security Officers
- Industrial Hygiene
- Safety Data Analysis
- Hazard Analysis

Security
- Security Command Center (SCC)
- Security Systems, Projects, & Technology
- Pass Office

Emergency Management
- Emergency Planning
- Fire Protection
- Fire Command
- Fire Brigades

Incident Investigation
- Accident Investigation and Reporting
- Corrective Actions
Objectives

Metro-North Railroad

Safety Statement

Safety is the most important factor in everything we do. Metro-North Railroad is committed to safety. We continually strive to create an environment where safety is Priority One and to reduce the risk of all accidents and injuries.

To demonstrate our commitment to safety:

- Metro-North provides safety programs, training and equipment to enable and encourage employees to avoid accidents and injuries, and report any that do occur.

- All Metro-North employees are committed to working safely.

- All employees must be familiar with Metro-North General Safety Instructions (GSI).
Standards & Policies: Safety Policy & Procedures

• General Safety Instructions
  – Update to be published 1Q 2014

• System Safety Program Plan
  – Improved 2011 Plan based on FRA and APTA guidelines
  – Buy-In and acceptance from all departments and labor organizations
  – Expected 2Q 2014 revision of SSPP

• Planned Policy & Procedure Updates for 2014
  – Asbestos, Lead, Hearing Conservation, Respiratory Protection, Right to Know, Hearing Conservation, Bloodborne Pathogen Protection, Lock-Out/Tag-Out, Fall Protection, Confined Space
Programs: Incident Management

• Incident Investigations
  – Revised “Incident Reporting and Investigation Guide”
  – Revised Initial Report of Incident (IR-1) and Incident Investigation Report (IR-2) forms
  – District Safety & Security Officer assistance

• Safety Incident Review
  – Senior management meeting to discuss specific employee incidents.
  – Incidents are chosen based on cause, corrective actions, applicability across work sites and departments.

• Employee Incident Database
  – Expanded to include all data resulting from incident investigations (overtime, weather, PPE, etc.)
Programs: Employee Injuries

Employees

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MTA Metro-North Railroad
Safety Organization: A Pyramid Approach

Inputs:
- Safety Concerns
- Initiatives
- Accomplishments
- Questions
- Information

Outputs:
- Corrective Actions
- Decisions
- Guidance
- Information
- Statistics

MTA Metro-North Railroad
Safety Organization: Safety Working Groups

- Communication Tools
  - Weekly and Monthly meetings with the various working groups
  - Safety Helpline
  - District Safety and Security Officers
  - Labor management partnerships
  - Confidential Close Call Reporting System (C³RS)
    - In Development

- Tracking hazards – maintained by Safety and Security
  - Corrective actions identified, assigned & tracked in database
  - Larger and more complex issues move up through the system of safety working groups as needed
New Initiatives: Confidential Close Call Reporting System (C³RS)

- C³RS is a voluntary, non-punitive approach for employees to report certain incidents and close calls to 3rd Party
- A 3rd Party (NASA) de-identifies information and presents it to the MNR Review Team
- Review Team scrutinizes “scrubbed” data and establishes corrective action
  - Review Committee consists of FRA, Labor Representatives, and MNR Management
Programs: Safety Briefings, Audits & Analysis

- Job Safety Briefings
  - Inform employees of specific hazards related to job tasks
- 24/7 Safety Audits
  - Scheduled observations of job tasks by managers and supervisors
- Safety Audits
  - Audits groups of employees in work environment
- Efficiency Testing
  - FRA mandated
- Job Safety Task Analyses
  - Identify and mitigate hazards associated with a certain job task
  - Multi-Agency effort with LIRR and NYCT
Programs: Hazard Management

* This program is in development in accordance with MIL-STD-882E

Accidents and Incidents are reduced by proactively identifying hazards through multiple channels and tracked.

Associated risks are assessed.

Adequate mitigating measures are implemented to eliminate or reduce the risks involved in the hazards.
Support Systems:  
Employee Incident Analysis

- The database of employee incidents has been expanded to examine more data about each specific incident
- This data is being used to analyze trends in employee incidents
- The variables are:
  - Date
  - Time
  - Location
  - Department
  - District
  - Employee’s Age
  - Employee’s Years of Service
  - Was the employee performing normal job duties?
  - Did the task require specific qualifications? Current?
  - Was a Job Safety Briefing (JSB) held prior to the incident?
  - If so, was the JSB relevant to the task?
  - Was the employee wearing the required PPE?
  - Was the employee working alone?
  - Was the employee working overtime?
  - Had the employee worked overtime in the last 5 days?
  - Weather conditions
Support Systems: Data Analysis (New)

- Data Analysis (New)

2013 numbers include injuries from major incidents

MTA Metro-North Railroad 14
Safety Organization: Incident Investigation Team (New)

- New division within the Safety & Security Department
- Independent of operating departments, charged with investigating critical and major incidents, based on incident hierarchy standards
- Determine root causes and analyze trends of incidents
- Track recommendations made by the team and corrective actions implemented by departments
Support Systems: Capital Programs Safety Plan

• **Goals**
  – Reduce Contractor OSHA/FRA Reportable Injuries by 20%
  – Reduce Contractor Lost Time Injuries by 10%
  – Improve Safety Awareness

• **Educate**
  – Improve Contractor Safety Program
  – Improve Training of Capital Employees with emphasis on New Hires
  – Improve Roadway Worker Safety Training

• **Audit**
  – Perform at least 1 Priority One Team Safety Audit per project per week
  – Perform 1 audit of a Safe Work Plan per project per week
  – Identify & Correct unsafe conditions prior to incident or injury
Support Systems: Five-Year Contractor Injuries

**RECORDABLE** Incidence Rates

**LOST TIME** Incidence Rates

MTA Metro-North Railroad
Safety Organization:
Safety & Security Department

- Demonstrated support of the Safety Function
  - Increased from 3 to 6 Safety & Security Officers to better conform to the Operational Districts
  - Added a Senior Analyst
  - Added a Fire Marshal
  - Assumed management of GCT Fire Brigade and Fire Command Center (FCC)
  - Added 3 Incident Investigators positions
Safety Organization: Emergency Management

- Fire Brigades - an element of emergency management
  - Team includes NYS Fire Code Enforcement Officers and Certified Fire Fighters/Emergency Medical Technicians
  - Responded to over 1400 emergency calls in 2013

- Fire Command Center
  - FDNY requires a Fire Safety Director (FSD), holding a current FDNY FSD Certificate of Fitness, to be on the GCT premises 24/7. (1986 MOU with FDNY).
  - The FSD is responsible for implementing the building fire safety plan, Emergency Action Plan, and providing the FDNY with critical building information during alarms and emergencies.
  - Provides 24/7 Monitoring of all Building Fire Alarms and Life/Safety Systems.
Safety Statistics: Reportable Main Line Derailments

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Safety Statistics:
2013 Safety Goals

Employee Safety Goals

Employee Lost Time & Restricted Duty Injuries per 200k hours worked.

2013 numbers include injuries from major incidents
Safety Statistics:
2013 Safety Goals

Customer Safety Goals

- 2013 numbers include injuries from major incidents.
Safety Statistics: Five-Year Lost Time and Restricted Duty Injuries

2013 numbers include injuries from major incidents

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2013 Goal: 1.80

2013 numbers include injuries from major incidents
Safety Statistics: Five-Year Customer Injuries

- 2009: 2.99
- 2010: 3.06
- 2011: 3.20
- 2012: 2.88
- 2013: 4.89

2013 Goal: 2.70
2014 Goal: 2.70

2013 numbers include injuries from major incidents.
Safety Statistics: Five-Year Grade Crossing Incidents

2009: 2
2010: 3
2011: 6
2012: 1
2013: 2
Enhanced Employee Protection System

Roadway Worker in Charge requests a block on a track within designated limits.

RTC (Rail Traffic Controller) places block on affected track.

System generates random code and sends code and limits of block to Roadway Worker in Charge via pager device.

Normal process followed completing “M” (movement) form. This “M” form establishes the authority for the Roadway Worker to occupy the track.

Roadway Worker in Charge confirms the limits of the block by reading all information (except the code), back to the RTC. The Roadway Worker is authorized to occupy the track within the specified limits.

When the Roadway Worker in Charge confirms all employees are clear of the track, the reverse process takes place. All information is read to the RTC and the Roadway Worker in Charge confirms he is clear of the track.

At this time, the Roadway Worker in Charge provides the Code to the RTC, who then enters the code in the system and is able to release the block.