Standard for Rail Transit System Emergency Management

Abstract: This Rail Standard contains minimum emergency management requirements for rail transit systems (RTSs), including emergency mitigation, preparedness, response and recovery.

Keywords: accident, emergency, emergency equipment, emergency management, emergency plan, emergency preparedness, emergency procedure, emergency response, incident, rail transit system.

Summary: This standard establishes requirements for rail transit system emergency management. It is intended to help minimize the impact of rail transit system emergencies; to provide procedures for developing, evaluating and revising emergency management plans; to provide emergency response procedures for emergency management plans; to provide overall guidance for rail transit system emergency management planning; and to help rail transit systems achieve high levels of safety for passengers, employees and the public.

Scope and purpose: The information contained in this document represents an industry consensus for minimum emergency management requirements for light and heavy rail transit systems. This document focuses on electrically powered rail transit systems and may not fully address the emergency issues faced by other transit modes, such as diesel multiple units (DMUs). Emergency management, as referred to in this document, addresses all activities the Rail Transit System (RTS) takes to reduce the impact of emergencies that occur in or around RTS stations, tracks, vehicles and yards. Although rail transit systems have a history of providing assistance during emergency situations outside the RTS jurisdiction, specific requirements and guidelines for such assistance are not contained in this document.
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The American Public Transportation Association greatly appreciates the contributions of Duane Sayers, Ray Diggs, Bill Capps, Tony Abdallah, David Murphy, and Denis Van Dyke who provided the primary effort in the update of this Rail Transit Standard.

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Contents

Introduction........................................................................................................................................iii
Note on alternate practices..................................................................................................................iii
1. Overview.........................................................................................................................................1
2. Mitigation..........................................................................................................................................1
3. Preparedness.......................................................................................................................................1
  3.1 Emergency Management Plan ......................................................................................................1
  3.2 Roles and responsibilities .............................................................................................................3
  3.3 Emergency training ......................................................................................................................3
  3.4 Levels of emergencies ..................................................................................................................3
  3.5 Participating outside agencies ......................................................................................................4
4. Response...........................................................................................................................................4
  4.1 Operations Control Center (OCC) .................................................................................................4
  4.2 Backup OCC ................................................................................................................................4
  4.3 National Incident Management System (NIMS) .........................................................................5
  4.4 Incident Command System .........................................................................................................5
  4.5 General emergency response procedures ....................................................................................5
  4.6 Potential emergency scenarios .....................................................................................................7
5. Recovery...........................................................................................................................................9
  5.1 Restoration of normal conditions and service ...............................................................................9
  5.2 Documentation ............................................................................................................................9
  5.3 Assessment ..................................................................................................................................9
6. Coordination with Outside Agencies ............................................................................................9
  6.1 Memorandum of Understanding (MOU) .....................................................................................9
  6.2 Outside agency resources ...........................................................................................................9
  6.3 Regular/Periodic Assessment of RTS capabilities .........................................................................9

Definitions ..........................................................................................................................................10
Abbreviations and acronyms .............................................................................................................12
Summary of document changes .........................................................................................................12
Document History...............................................................................................................................13
Introduction

This Introduction is not part of RT-OP-S-007-004 Rev 1, Standard for Rail Transit Systems Emergency Management

This standard represents a common viewpoint of those parties concerned with its provisions, namely transit operating/planning agencies, rail transit systems, manufacturers, consultants, engineers and general interest groups. The application of any standards or recommended practices contained herein is voluntary. In some cases, federal and/or state regulations govern portions of a rail transit system’s operations. In those cases, the government regulations take precedence over this standard. APTA recognizes that for certain applications, the standards or recommended practices, as implemented by individual rail transit systems, may be either more or less restrictive than those given in this document.

APTA recommends the use of this standard by:

• Individuals or organizations that operate rail transit systems;
• Individuals or organizations that contract with others for the operation of rail transit systems; and
• Individuals or organizations that influence how rail transit systems are operated (including but not limited to consultants, designers and contractors).

Note on alternate practices

Individual rail transit systems may modify the practices in this standard to accommodate their specific equipment and mode of operation. APTA recognizes that some rail transit systems may have unique operating environments that make strict compliance with every provision of this standard impossible. As a result, certain rail transit systems may need to implement the standards and practices herein in ways that are more or less restrictive than this document prescribes. A rail transit system may develop alternates to APTA standards so long as the alternates are based on a safe operating history and are described and documented in the system’s safety program plan (or another document that is referenced in the system safety program plan).

Documentation of alternate practices shall:

• Identify the specific APTA rail transit safety standard requirements that cannot be met.
• State why each of these requirements cannot be met.
• Describe the alternate methods used.
• Describe and substantiate how the alternate methods do not compromise safety and provide a level of safety equivalent to the practices in the APTA safety standard (operating histories or hazard analysis findings may be used to substantiate this claim).
Rail Transit System Emergency Management

1. Overview
This standard contains requirements and guidelines for rail transit system (RTS) emergency management. This document uses the Federal Emergency Management Agency (FEMA) concept of comprehensive emergency management (CEM), which emphasizes the importance of mitigation, preparedness, response and recovery in managing and containing the effects of an emergency situation.

2. Mitigation
The mitigation phase of emergency management minimizes potential risks by eliminating, controlling or reducing hazards that may cause emergencies. Mitigation activities help prevent some emergencies and will help lessen the effects of emergencies that do occur. Emergency mitigation for RTSs includes but is not limited to:

- Eliminating hazards at the design stage for vehicles, equipment and facilities
- Safe operating practices and procedures
- Passenger education for safe riding practices
- Easily accessible and adequately marked facilities
- Completing scheduled maintenance of vehicles and equipment
- Safety training
- Applying safety devices
- Applying warning devices
- Efficiency checks/audits to ensure compliance with RTS emergency mitigation standards
- Drills & Exercises

The RTS shall determine appropriate mitigation strategies to use as part of its overall emergency management program.

3. Preparedness
The preparedness phase of emergency management establishes the objectives, procedures and resources for future emergency response efforts. Preparedness includes the development of documented emergency procedures, assignment of responsibilities for all phases of emergency response and recovery, and emergency response training.

The RTS shall document its preparedness activities in an Emergency Management Plan and coordinate with local jurisdictions as necessary to ensure emergency preparedness.

3.1 Emergency Management Plan
The RTS shall develop formal procedures for the development, approval, implementation, evaluation and revision of an Emergency Management Plan that fulfills the requirements of this standard.
3.1.1 Required components of an Emergency Management Plan

The Emergency Management Plan is a written document that contains the RTS’s emergency procedures. The RTS shall develop an Emergency Management Plan in cooperation with local emergency personnel that may assist the RTS during an emergency. The Emergency Management Plan shall address the plan requirements in Table 1, as specified in the corresponding sections of this standard.

<table>
<thead>
<tr>
<th>TABLE 1</th>
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<tbody>
<tr>
<td>Emergency Management Plan Requirements</td>
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<tr>
<td>Roles and responsibilities</td>
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<tr>
<td>Emergency training, practices and drills</td>
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<tr>
<td>Levels of emergencies</td>
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<tr>
<td>Coordination with participating outside agencies</td>
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<tr>
<td>OCC emergency operations</td>
</tr>
<tr>
<td>Backup OCC</td>
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<tr>
<td>Incident Command System (ICS)</td>
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<tr>
<td>Procedures</td>
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<tr>
<td>Restoration of normal conditions and service</td>
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<tr>
<td>Documentation</td>
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<tr>
<td>Memorandum of Understanding (MOU)</td>
</tr>
<tr>
<td>Outside agency resources</td>
</tr>
</tbody>
</table>

At the discretion of the RTS, the plan may be detailed in a single document that comprehensively covers all applicable requirements, or the plan may be outlined in a brief master document that refers to complementary stand-alone documents that cover response and recovery procedures.

3.1.2 Approval of the Emergency Management Plan

The senior management of each RTS shall develop a formal process for approving new emergency management plans and for approving periodic changes to existing plans. The CEO of the RTS shall have final approval authority for the plan.

3.1.3 Implementation of the Emergency Management Plan

In order to ensure the most effective implementation of the Emergency Management Plan, the RTS shall keep all components of its plan updated and maintained. The RTS shall determine and specify regular intervals to conduct the following activities that support the Emergency Management Plan:

- Evaluation, revisions and re-approval of the Emergency Management Plan
- General and refresher training
- Conducting required drills and tabletop exercises
- Updates of emergency response contact lists
- Coordination meetings, drills and tabletop exercises with participating outside agencies
- Testing and maintenance of emergency equipment
3.1.4 Evaluation of the Emergency Management Plan

The RTS shall create and implement a process for monitoring and evaluating the effectiveness of the Emergency Management Plan that include the following:

- Review results of drills and exercises, as documented in the after action report
- Review the lessons learned from incidents
- Review and compare the general content of the Emergency Management Plan to the content requirements in this standard
- Review the impact of system changes such as expansion and service changes.

3.1.5 Revision of the Emergency Management Plan

The RTS shall develop and implement a process for using new information, including information gathered from the various evaluation sources, to improve its Emergency Management Plan. The RTS shall establish:

- The conditions under which the Emergency Management Plan should be revised.
- The frequency for making revisions to the Emergency Management Plan.

3.2 Roles and responsibilities

3.2.1 General roles and responsibilities of the RTS

For emergencies affecting RTS personnel and passengers, as well as RTS stations, tracks, vehicles and yards, the RTS shall define its role and responsibility, including both situations in which the RTS is the IC and situations in which the IC is from a participating outside agency per NIMS incident management protocols (See Section 3.5).

3.2.2 Specific roles and responsibilities of RTS departments and personnel

The RTS shall identify and clearly define the emergency management roles and responsibilities for all applicable RTS employees, departments and internal organizations in its Emergency Management Plan.

3.3 Emergency training

Training of both RTS employees and participating outside agencies is a crucial step in the successful implementation of an emergency preparedness program.

The RTS shall determine the following for training programs:

- Who needs to be trained
- Who will facilitate/instruct
- The depth and duration of the training required
- The key points to be covered
- Specifications for periodic refresher training
- How to develop lesson plans, presentation materials, student handouts and reference materials for training programs.

3.4 Levels of emergencies

The RTS shall define levels of emergencies to determine the scope and magnitude of the response required by a specific event. The RTS shall determine the appropriate level of personnel response for each level.
3.5 Participating outside agencies
The RTS shall identify outside agencies who may respond when emergencies require special skills or equipment outside of RTS resources, and develop procedures for achieving coordination with these agencies.

4. Response
The response phase of an Emergency Management Plan implements planned emergency activities, responsibilities and agreements. The RTS shall address the response procedures in Sections 4.1-4.6 in its Emergency Management Plan (as a minimum).

4.1 Operations Control Center (OCC)
The OCC is responsible for the central control of rail operations and plays a crucial role in the initial stages of emergency response. The RTS shall describe the following in its Emergency Management Plan in order to assist the OCC with emergency response:

- The general roles and responsibilities of key OCC personnel during emergencies
- The roles and responsibilities of the OCC in the incident notification, evaluation and documentation processes
- The location of emergency plans and procedures
- The policies for coordinating OCC activities with an Emergency Operations Center (EOC)
- The policies for coordinating with incident command

4.2 Backup OCC
The Backup OCC (BOCC) or BOCC function is responsible for the central control of rail operations in the event the OCC is unavailable. The BOCC function may be a fixed location or may be performed by a mobile OCC or command post.

The RTS shall ensure continuity of operations and contingency plans exist for the following events:

- The functioning of the OCC is jeopardized
- The OCC is lost (see Section 4.2.1)
- Communications and/or other vital systems are lost Key infrastructure damage is suffered.

The RTS may designate an Emergency Operations Center (EOC) (see Section 4.2.2) as an emergency backup to the OCC provided that has the necessary functionality. Typically, the EOC does not serve the same function as the OCC and as such does not require the same functionality as the OCC.

The RTS shall describe the organizational structure and principal functions of all applicable operations control facilities (OCC, BOCC, and EOC) in its Emergency Management Plan.

4.2.1 Loss of OCC
In the Emergency Management Plan, the RTS shall provide clear procedures to be used if the OCC becomes inoperative. The loss of OCC procedures shall include the following provisions:

- Instructions for using backup train routing systems
- Instructions for using backup communication systems
  - System-wide alternate communications line
  - Mobile telephone service
  - Default settings for visual messaging apparatus
Local manual control of station visual messaging apparatus (if applicable)

- Procedural instructions for field personnel
- System response requirements for expected duration of loss
- Guidelines for determining the extent and time-line of impact to operations
- Lists of key contractors and services to contact
- Internal and external notification requirements
- Policies for OCC coordination with the EOC (if applicable).

4.2.2 Emergency Operations Center (EOC)

The RTS shall designate a location to serve as an EOC. The EOC is a pre-identified location for senior officials from the RTS and, if required, emergency responders from outside agencies to meet and develop strategies for coping with emergencies. A major objective of the EOC is to support Incident Command (IC). The RTS shall staff the EOC with the personnel necessary to make emergency management policy decisions and equip the EOC with emergency communications equipment.

The RTS shall identify the conditions under which an EOC should be activated. Conditions that may warrant the activation of the EOC include the following:

- A declared local or state emergency
- The emergency is of long duration (system recovery may take several days or longer)
- The emergency requires resources beyond the RTS’s capability
- Major policy decisions are needed in response to the emergency.

4.3 National Incident Management System (NIMS)

The RTS shall follow the NIMS structure for incident command as appropriate. The RTS is responsible for ensuring all personnel are properly trained at the appropriate NIMS level related to their IC responsibility.

4.4 Incident Command System

In cooperation with outside agencies, the RTS shall establish a formal Incident Command System (ICS) to be used for incidents and emergency situations. The ICS consists of a hierarchy/chain of command (command function) and communication protocols for emergency operations following NIMS guidelines.

4.5 General emergency response procedures

General emergency response procedures are procedures that are applicable to a wide array of emergency scenarios with minimal revisions for emergency-specific needs.

The RTS Emergency Management Plan shall contain general emergency response procedures for the activities listed in Sections 4.5.1-4.5.12 as a minimum. The RTS shall assign clear responsibility for the management, coordination and implementation of each task in the procedures.

4.5.1 Notification

The RTS shall develop procedures for notifying key parties of emergency situations and incidents with the potential to develop into emergencies. Such action is necessary to ensure effective emergency response. The RTS shall provide notification procedures for the following employees and/or departments:

- The first RTS employee who becomes aware of the emergency
- The RTS employees and/or departments responsible for:
  - Contacting emergency responders and/or outside agencies
  - Informing customers/passengers of emergencies
- The release of timely, accurate information to the media.

The notification procedures shall include the following components as a minimum:

- Guidelines on what information to obtain from employees, passengers or other individuals first reporting emergencies to the RTS
- Guidelines for what people/departments are to be contacted at what stage of the process
- Policy for reporting emergencies within the RTS
- Guidelines for disseminating appropriate information to customers
- Interagency policy for broadcasting system status information to the public
- Instructions and policy for contacting outside agencies
- Instructions and policy for media notification.

4.5.2 Traction power removal and restoration

Although traction power removal/restoration is not itself an emergency, a procedure for doing so is often required in response to other emergency situations. The RTS shall develop guidelines for the removal and subsequent restoration of traction power and include them in the Emergency Management Plan.

4.5.3 Transit system involvement in evacuations, mass sheltering, or other regional responses.

An RTS may be asked to support evacuation efforts, mass sheltering, or support regional efforts by providing tools and equipment as part of a regional Emergency Management Plan. The RTS shall review their role in regional plans and develop procedures for their response to requests for vehicles, equipment, and/or fixed facilities.

4.5.4 Removal of trains from service

Although the removal of trains from service is not in itself an emergency, doing so is often required in response to other emergency situations. The RTS shall develop guidelines for the removal of trains from service and include them in the Emergency Management Plan.

4.5.5 Emergency ventilation

Some emergencies that occur when people are in underground or confined spaces require emergency ventilation. Other instances require cutting off ventilation. If the RTS operates in tunnels, and/or has locations where people are in underground or confined spaces, the RTS shall develop procedures for implementing ventilation scenarios for both emergency and normal operations.

4.5.6 Evacuation

The RTS shall develop procedures for the emergency evacuation of stations and vehicles.

4.5.7 Rescue trains

If an RTS trackway is isolated from surface streets (underground, aerial or at-grade exclusive right-of-way) an emergency may require the use of a rescue train. Rescue trains may transport emergency responders and equipment to the scene of the emergency and may assist in the passenger evacuation. If applicable, the RTS shall develop procedures for the use of rescue trains. The procedures shall include coordination with outside agencies that may require the use of a rescue train as part of their Emergency Management Plan.
4.5.8 Crowd control
Emergencies involving large numbers of people may require crowd control. The RTS shall develop procedures for crowd control, including coordination with law enforcement and/or outside agencies (if applicable).

4.5.9 Alternative transportation
Emergencies that cause service delays and/or extensive crowd buildup may require an alternative means of transportation. The RTS shall develop procedures for establishing alternative means of transportation.

4.5.10 Media
The RTS shall develop procedures for interacting with the media that include the following:
- Policies and procedures for personnel dealing with media inquiries during emergencies
- Emergency-specific criteria for the release of emergency information
- Contact information for local media sources
- Responsibilities for:
  - Formulating official statements and advisories
  - Enforcing emergency information release policies.

4.5.11 Safety and Law Enforcement
If applicable, the RTS shall develop procedures that include information and/or actions that assist local law enforcement with emergency response such as:
- A clear delegation of the responsibilities for applicable RTS system safety staff
- Instructions for the transition of site jurisdiction
- Policy for security and site preservation
- Instructions for assisting passenger needs at the emergency site
- Guidelines for the protection of assets and property
- Instructions for identifying and preserving evidence
- Guidelines for enforcing RTS emergency response policies and procedures.

The RTS shall follow NIMS IC protocols when working with Law Enforcement and Emergency Responders.

4.5.12 Legal issues and claims
The RTS shall develop procedures in preparation for any legal claims resulting from an incident or emergency. These procedures shall include:
- Instructions for obtaining the names and contact information of injured people
- A policy to help RTS employees avoid legal complications resulting from an emergency
- A list of on-staff or consultant legal advisers.

4.6 Potential emergency scenarios
The following potential emergency scenarios may require one or more of the response procedures in Section 4.5 and/or procedures specific to the particular type of emergency. The RTS shall develop procedures for all emergency scenarios deemed relevant to the RTS operating environment, including (not all of these scenarios are applicable to each RTS – list provided as an example) but not limited to those listed in Table 2.
### Table 2
Potential emergency scenario

<table>
<thead>
<tr>
<th>Emergencies involving passengers and/or employees:</th>
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<tbody>
<tr>
<td>Sick or injured passengers or personnel</td>
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<tr>
<td>Death or serious injury on the right-of-way</td>
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<table>
<thead>
<tr>
<th>Emergencies related to train movements:</th>
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<tbody>
<tr>
<td>Intrusions into the right-of-way</td>
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<tr>
<td>Derailments and collisions</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Emergencies related to infrastructure:</th>
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<tbody>
<tr>
<td>Loss of traction power</td>
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<tr>
<td>Loss of station power</td>
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<tr>
<td>Loss of vital signal system</td>
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<table>
<thead>
<tr>
<th>Natural disasters/severe weather:</th>
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<tbody>
<tr>
<td>Earthquakes</td>
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<tr>
<td>Fires</td>
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<tr>
<td>Hurricanes</td>
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<tr>
<td>Tornadoes/high winds</td>
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<tr>
<td>Floods</td>
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<tr>
<td>Blizzards/heavy snow</td>
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<thead>
<tr>
<th>Terrorism/criminal threats and actions:</th>
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<tbody>
<tr>
<td>Active shooter</td>
</tr>
<tr>
<td>Hostages/barricaded subject</td>
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<tr>
<td>Bomb threat</td>
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<tr>
<td>Unauthorized person in control of train</td>
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<tr>
<td>Civil unrest</td>
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<tr>
<td>Computer system attacks</td>
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<tr>
<td>Hazardous materials, spills, and releases</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Fires/explosions:</th>
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<tbody>
<tr>
<td>On train</td>
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<tr>
<td>On shared right-of-way</td>
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<tr>
<td>On elevated structures or tunnels</td>
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<tr>
<td>In a station</td>
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</table>
5. Recovery
The recovery phase of emergency management occurs after emergency response activities are completed and immediate danger has passed. The primary activities of emergency recovery are the restoration of normal transit service and documentation and assessment of emergency response. The RTS shall include recovery procedures as part of its Emergency Management Plan.

5.1 Restoration of normal conditions and service
The RTS shall develop procedures to safely and quickly restore service after an emergency. Procedures should include interfacing issues related to outside agencies concerning utilities, public works, and others that may be required to facilitate recovery.

5.2 Documentation
The RTS shall develop procedures for documenting emergency response and recovery activities including those required for incidents using NIMS. Documentation is critical for seeking emergency reimbursement funds from FEMA.

5.3 Assessment
The RTS shall develop procedures for reviewing and assessing the efficiency and success of actions taken in preparation, response and recovery to actual emergencies.

6. Coordination with Outside Agencies

6.1 Memorandum of Understanding (MOU)
The RTS shall develop and document any memorandums of understanding with outside agencies as they relate to the cooperative use of assets and include them in the Emergency Management Plan.

6.2 Outside agency resources
The RTS shall determine what needs may be required of an outside agency such as equipment, personnel, financial resources, and property (as applicable) and include the procedure for securing those resources in the Emergency Management Plan.

6.3 Regular/Periodic Assessment of RTS capabilities
On a regular basis determined by the RTS, a review shall be completed of resources and personnel that can be made available to outside agencies in an emergency.
Definitions

Backup Operation Control Center (BOCC): A location separate from the OCC that allows an RTS to have the same or similar operability if the OCC is not functional.

Chief Executive Officer (CEO): Overall head of the organization.

Command Post: A location at the site of an emergency designated as the place from which the incident will be managed and through which all communication and activities will be coordinated.

Comprehensive Emergency Management (CEM): A practice of emergency management that breaks emergency planning into four phases: mitigation, preparedness, response and recovery. CEM presents an “all hazards” approach to emergency management, focusing on procedures that can be used for multiple emergencies.

Consequence Management: Measures to alleviate the damage, loss, hardship or suffering caused by emergencies. These include measures to restore essential services, protect public health and safety, and provide emergency relief to affected state and local governments.

Emergency: An unforeseen combination of circumstances and/or incidents with the potential to negatively impact safe transit operations that calls for immediate action, assistance or relief.

Emergency Operations Center (EOC): A pre-identified location for senior officials from the RTS and, if required, emergency responders from participating outside agencies to meet and discuss strategies for coping with the emergency.

Emergency Management Plan: The written document that contains a rail transit system’s emergency procedures.

Emergency Management: All actions a rail transit system takes to reduce the impact of emergencies.

Emergency Responder: Any individual employed by the RTS or a participating outside agency that plays an active role in emergency response or recovery.

Guideway: The portion of a transit line and its structures that exists within right-of-way fences, outside lines of curbs or shoulders, underground tunnels, cut or fill slopes, ditches, channels and waterways.

Hazard: Any real or potential condition that can cause injury, death, or damage or loss of equipment or property.

Incident Command System (ICS): A system used to manage emergency response activities that consists of a hierarchy/chain of command (command function) and emergency communications protocols.

Incident Commander (IC): The individual responsible for all functions at the field response level. If the transit agency is the only responder, then it will be the IC. When emergency responders such as the fire department and police are on site, they will take on the responsibility of IC.

Incident: A specific event or circumstance that has a negative effect on operations.

Mitigation: The phase of emergency management that utilizes sustained actions to reduce or eliminate long-term risk to people and property from hazards and limits the effects of hazards. Mitigation for rail transit
systems may include design considerations for safe vehicles and facilities, safety training and other activities or provisions that promote a safe operating environment.

**National Incident Management System (NIMS):** A federally mandated system designed to enable effective and efficient domestic incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure.

**Operations Control Center (OCC):** A location or locations designed, equipped and staffed for the purposes of monitoring and controlling RTS activities from a central location or locations.

**Outside agency:** Any organization not directly affiliated with the RTS that may respond during a transit emergency. Examples include fire departments, police departments, utilities, hospitals, contractors with specialized equipment, and local, state and federal government agencies.

**Preparedness:** The phase of emergency management that prepares the RTS in advance for emergency response and recovery. Preparedness for rail transit systems includes the development of emergency procedures and an Emergency Management Plan, emergency response training, and interagency agreements.

**Rail transit supervisor:** A qualified employee who has direct control over assigned staff and equipment and is responsible for the safe and efficient performance of an assigned portion of the rail transit system.

**Rail transit system (RTS):** The organization or portion of an organization that operates rail transit service and related activities.

**Recovery:** The phase of emergency management that occurs after emergency response activities are completed and any immediate danger has passed. Recovery for rail transit systems includes restoration of normal operations, damage repair, debriefing, assessment of emergency response and documentation.

**Response:** The phase of emergency management that occurs once an emergency situation has been confirmed or, in some cases, when warning signs indicate that an emergency is imminent.

**Risk:** The probability of a hazardous condition occurring in a given context.

**Single command:** A chain of command used in the ICS in which a single incident commander (IC) has overall responsibility for the management of an incident or emergency when the event overlaps one or more jurisdictions.

**Terrorism:** The intentional and unlawful use of force and violence against people or property to intimidate or coerce a government, the civilian population or any segment thereof, in furtherance of political or social objectives.

**Train operator:** A qualified employee having direct control and responsibility for the movement of a train.

**Unified command:** A chain of command that is multi-jurisdictional in which more than one agency (including the RTS) shares responsibility for the management of the emergency.
Abbreviations and acronyms

APTA  American Public Transportation Association
BOCC  Backup Operations Control Center
CEM   comprehensive emergency management
CEO   chief executive officer
EOC   Emergency Operations Center
FEMA  Federal Emergency Management Agency
IC    incident commander
ICS   Incident Command System
NATSA  North American Transit Services Association
NIMS  National Incident Management System
OCC   Operations Control Center
RTS   rail transit system

Summary of document changes

Note: The original document which was developed in 2004 had the following five annexes which were removed as being redundant:
- Annex A an informative bibliography,
- Annex B guidelines for emergency mitigation,
- Annex C guidelines for emergency preparedness,
- Annex D guidelines for emergency response, and
- Annex E guidelines for emergency recovery

1. Document formatted to the new APTA standard format.
2. Sections have been moved and renumbered.
3. The title of the document has changed.
4. Titles within the document have been adjusted to minimize the use of abbreviations
5. The Introduction was moved and the text was edited.
6. A “Note on Alterations” section was moved and renamed
7. The “Overview” section was condensed
8. References section was removed
9. Scope and summary moved to the front page.
10. Sections of definitions, abbreviations and acronyms moved to the rear of the document.
12. Mitigation section has been edited and shortened
13. Former section 5.1.2 Development of new EM plan removed, now covered in 3.1 – Emergency management Plan
14. Some global changes to section headings and numberings resulted when sections dealing with references and acronyms were moved to the end of the document, along with other cosmetic changes, such as capitalization, punctuation, spelling, grammar and general flow of text.
15. Section 4.2: Section revised from OCC back-up to Backup OCC and content changed to more clearly define the needs of a backup OCC and remove previously unused and/or misleading terminology of Emergency OCC and Satellite OCC.
16. Section 4.3: added section titled National Incident Management System (NIMS)
17. Section 4.5.2: “Traction power removal and restoration” expanded to include more information
18. Section 4.5.3: “Transit system involvement in evacuations, mass sheltering, or other regional responses” added.
19. Section 4.5.5: additional information included for clarification.
20. Section 4.5.8: “Crowd Control” expanded to incorporate cooperation with law enforcement and/or outside agencies.
21. Section 4.5.11: expanded to reference NIMS
22. Table 2: Reference to Annexes removed (since annexes were removed); Fire added to natural disasters listing.
23. Section 5.1: expanded to incorporate coordination with outside entities in restoring service.
24. Section 5.2: expanded to incorporate references to NIMS
25. Section 6: added section titled Coordination with Outside Agencies
26. Section 6.1: added section titled Memorandum of Understanding (MOU)
27. Section 6.2: added section titled Outside agency resources
28. Section 6.3: added section titled Regular/Periodic Assessment of RTS capabilities
29. Annexes A – E deleted. These annexes were intended to be guidelines and serve as information and ideas to assist the rail transit systems in developing their own written emergency management plans. However, the specifications and regulations referenced in these annexes kept changing often and made it difficult to keep the standard current. It was therefore determined to delete the annexes and make reference to where RTS personal can go to obtain the most current information for themselves.
30. The Index was adjusted to reflect the aforementioned changes.

### Document history

<table>
<thead>
<tr>
<th>Document Version</th>
<th>Working Group Vote</th>
<th>Public Comment/Technical Oversight</th>
<th>CEO Approval</th>
<th>Policy &amp; Planning Approval</th>
<th>Publish Date</th>
</tr>
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<td>May 2003</td>
<td>May 2003</td>
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<td>June 2004</td>
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