



Corrective Action Plan (CAP) Summary			
Total	Submitted (✓)		Open (●)
	Closed	Under Review ¹	
39	3	1	35

¹ Under Review status includes items that were submitted to WMSC for review and closure, and items that were returned by WMSC to address additional comments.

Risk Assessment Category*			
Description	High	Medium	Low
CAP Totals	Submitted: 0 Open: 6	Submitted: 2 Open: 27	Submitted: 1 Open: 2

* As defined by WMATA's Agency Safety Plan

CAP Number	Risk Assessment	Closure Submission Date**	CAP Status	Actionable Item Status
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**Date WMATA requests closure. Actual closure date is subject to WMSC review and acceptance of the closure.

Automatic Train Control and Signals Program	<div><div></div></div> <div>0%50%100%</div>	41%
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WMSC-24-C0251		November 2027	Open	<div><div></div></div> <div>0%50%100%</div>	25%
<p>Metrorail must train ATC Maintenance personnel, and provide for and ensure supervision by trained personnel. Metrorail must conduct quality checks of training, maintenance, and records to ensure that ATC Maintenance personnel (including frontline employees, supervisors and managers) have a uniform understanding that ensures the proper completion of safety tasks. Metrorail must ensure that vital systems are assessed against required values and tolerances by including this information in its training and verifying this work in the field to ensure proper and complete inspections and handling of vital systems that are required for track circuits and other elements of the ATC system to function properly to prevent train collisions and to provide other designed safety protections.</p> <p>This must also include assessing supervisors for their understanding of the procedures they are required to oversee.</p> <p>Metrorail must clearly communicate the latest approved procedures when the changes are approved, in accordance with Metrorail’s requirements, to review and (as needed) update the procedures and ensure that only current procedures are in use.</p> <ul style="list-style-type: none">✓ Updated datasheets, prepared summarizing memorandum, and submitted acknowledgements from all active, applicable personnel.✓ Updated and submitted Maintenance Control Policy.● Update and submit documented process.● Submit training plan.● Submit acknowledgements from all active, applicable personnel.● Submit first six months’ worth of evidence of process implementation.● Submit second six months’ worth of evidence of process implementation.● Confirm there is evidence of the above actionable items.					
WMSC-24-C0252		December 2026	Open	<div><div></div></div> <div>0%50%100%</div>	22%
<p>Metrorail must ensure that all required information is recorded on ATC Maintenance PMI forms to allow for data review and analysis.</p> <ul style="list-style-type: none">✓ Submitted summarizing memorandum, including a completed datasheet, and acknowledgments from 95% of active, applicable personnel.✓ Updated procedure and submitted bulletin informing of changes.● Update procedures and datasheets and submit bulletin informing of changes.● Submit six months’ worth of change logs as evidence of implementation.● Conduct training assessment and submit analysis of needs.● Develop and submit training materials, personnel rosters, and acknowledgements from 95% of active, applicable personnel.● Submit first three months’ worth of completed datasheets.● Submit second three months’ worth of completed datasheets.● Confirm there is evidence of the above actionable items.					
WMSC-24-C0253		May 2026	Open	<div><div></div></div> <div>0%50%100%</div>	50%
<p>Metrorail must identify and document deficiencies and their resolution as specified in Metrorail procedures and must act upon reported deficiencies or hazards in a timely fashion.</p> <ul style="list-style-type: none">✓ Prepared summarizing memorandum, and submitted acknowledgements from all active, applicable personnel.✓ Submitted quality control checks.✓ Updated and submitted Corrective Maintenance Process.● Conduct training and submit curriculum, roster, and acknowledgments from 95% active, applicable personnel.● Submit three months’ worth of work orders.● Confirm there is evidence of the above actionable items.					

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**Date WMATA requests closure. Actual closure date is subject to WMSC review and acceptance of the closure.

WMSC-24-C0254	<div></div>	February 2027	Open	<div></div>	17%
<p>Metrorail must establish and implement a process for ATC Engineering and any other appropriate personnel to review, analyze, and act upon available safety data about the health and functionality of the Automatic Train Control system and subsystems. Metrorail must perform engineering spot checks and other reviews of preventive maintenance records and data, ensuring that all required information is recorded on PMI forms to allow for data review and analysis and meaningful reliability reports. This must include sampling or broader collection and review of data collected during preventive and corrective maintenance work, and engineering checks on the conduct of that work to provide insight into current system conditions. Metrorail must establish and implement a process to reliably and proactively determine the functionality of the ATC system and subsystems.</p> <ul style="list-style-type: none">√ Submitted analysis of and updated quality control procedures.● Submit implementation plan.● Implement bulletin updates.● Conduct and submit first six months’ worth of trend analysis.● Conduct and submit second six months’ worth of trend analysis.● Confirm there is evidence of the above actionable items.					
WMSC-24-C0256	<div></div>	May 2025	Under Review	<div></div>	100%
<p>Metrorail must complete implementation of its safety management system for Communications and Signaling personnel. This must include systematically identifying, tracking, and mitigating hazards as required by the WMATA Agency Safety Plan. Metrorail must develop, institute, and carry out continuous safety promotion activities that ensure personnel understand the direct relevance of their work to the safety of themselves, passengers, and other personnel.</p> <ul style="list-style-type: none">√ Updated and submitted documented procedure.√ Submitted first three months’ worth of hazard tracking evidence.√ Submitted acknowledgements from all active, applicable personnel.√ Submitted second three months’ worth of hazard tracking evidence.√ Submitted third three months’ worth of hazard tracking evidence.√ Developed and instituted safety promotion campaign.√ Confirmed there is evidence of the above actionable items.					
WMSC-24-C0257	<div></div>	August 2026	Open	<div></div>	67%
<p>Metrorail must review each ATC book of plans and ensure that each is in good condition with current content in accordance with Metrorail procedures. Metrorail must ensure that this review is conducted on a recurring basis as specified by Metrorail procedure.</p> <ul style="list-style-type: none">√ Conducted Book of Plans assessment report.√ Assessed implementation timeline.√ Updated Quality Control processes and submitted informational bulletin.√ Distributed and submitted awareness bulletin.√ Developed and submitted implementation plan.√ Submitted Notice to Proceed and Scope of Work.● Submit first six months’ worth of implementation evidence.● Submit second six months’ worth of implementation evidence.● Confirm there is evidence of the above actionable items.					
WMSC-24-C0258	<div></div>	August 2026	Open	<div></div>	0%
<p>Metrorail may conduct and act upon a staffing assessment for ATC and Signals including the necessary hiring, training, and retention programs.</p> <ul style="list-style-type: none">● Conduct staffing assessment and submit analysis results.● Develop and submit staffing plan.● Submit first three months’ worth of staffing reports.● Submit second three months’ worth of staffing reports.● Confirm there is evidence of the above actionable items.					
WMSC-24-C0259	<div></div>	September 2025	Open	<div></div>	33%
<p>Metrorail may establish a process to place lessons learned in a centralized location and ensure that this information is shared through regular meetings, training, or other means.</p> <ul style="list-style-type: none">√ Developed and submitted documented process.● Submit six months’ worth of communication evidence.● Confirm there is evidence of the above actionable items.					
WMSC-24-C0260	<div></div>	December 2026	Open	<div></div>	33%
<p>Metrorail may develop and implement a procedure for the removal of hang tags in train control rooms that indicate temporary modifications and ensure that such modifications are reflected in the book of plans within a specified timeframe.</p> <ul style="list-style-type: none">√ Updated and submitted documented procedure.√ Conducted and submitted assessment of tags.● Develop and submit implementation plan.● Submit first six months’ worth of evidence of implementation.● Submit second six months’ worth of evidence of implementation.● Confirm there is evidence of the above actionable items.					

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**Date WMATA requests closure. Actual closure date is subject to WMSC review and acceptance of the closure.

Rosslyn Derailment NTSB Order	<div><div></div></div>	54%
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WMSC-24-C0261	<div></div>	January 2027	Open	<div><div></div></div>	40%
<div><div>1. Define in a governing document what a safety-critical asset, item, and system is.</div><div>6. Establish requirements for the review of this safety-critical items list and relevant data sources.</div><div>7. Establish requirements for evaluation of any new items to determine whether they are safety-critical items.</div><div>8. Assign responsible parties to ensure that each new item, asset and system is appropriately assessed.</div><div>10. Establish requirements to ensure that safety certification, including each Preliminary Hazard Analysis, identifies safety-critical items potentially affected by the project, any associated hazards, and any necessary mitigations.</div><div>11. Ensure that relevant personnel are trained on an ongoing basis to understand the items that are safety-critical, the safety issues that must be raised to other personnel, departments, and management, and how to raise and track those safety issues.</div><div>12. Implement the requirements of WMATA’s Agency Safety Plan to perform trend analyses, ensure safety risk mitigations are performed and are effective, and to communicate internally about these trends and activities. This includes defining the minimum frequency of communication and the triggers for such communication to inform safety risk coordinators, safety committees, executive leaders, and the WMATA Board of Directors of safety data trends.</div><div>√ Updated and submitted WMATA’s PTASP incorporating safety-critical items guidance.</div><div>√ Updated and submitted SSCPP to include identification requirements.</div><div><div>Develop and submit training.</div><div>Submit roster and training records from 90% of active, applicable personnel.</div><div>Confirm there is evidence of the above actionable items.</div></div></div>					
WMSC-24-C0262	<div></div>	January 2028	Open	<div><div></div></div>	43%
<div><div>2. Complete development of a list of safety-critical items for all assets and systems.</div><div>3. Identify the data sources relevant to each safety-critical item, and the responsibilities and obligations for inputting data and evaluating each data source.</div><div>4. Assign responsible parties for conducting data analysis related to each item, asset, and system, and establish the minimum frequencies for review of such data and communication of safety trends.</div><div>5. Assess the adequacy of existing data sources to provide relevant and timely information about safety-critical items, assets, and systems.</div><div>8. Assign responsible parties to ensure that each new item, asset and system is appropriately assessed.</div><div>9. Identify and provide the necessary resources to identify potential or actual safety-critical failures and use these resources to mitigate safety risks.</div><div>12. Implement the requirements of WMATA’s Agency Safety Plan to perform trend analyses, ensure safety risk mitigations are performed and are effective, and to communicate internally about these trends and activities. This includes defining the minimum frequency of communication and the triggers for such communication to inform safety risk coordinators, safety committees, executive leaders, and the WMATA Board of Directors of safety data trends.</div><div>13. Provide evidence to the WMSC that trend analysis is being used to identify and mitigate safety risks throughout Metrorail, including the proper rating of and response to these risks per Metrorail’s identification of safety-critical items and Metrorail’s Agency Safety Plan.</div><div>√ Developed and submitted Metrorail Safety Critical Items Charter.</div><div>√ Submitted implementation evidence of alterations to flag safety critical items in Maximo.</div><div>√ Updated and submitted procedures related to safety critical items reporting.</div><div><div>Update Internal Safety Review (ISR) Plan scope and submit two quarter’s worth of completed ISR reports.</div><div>Identify safety critical items list and submit quarterly Maximo reports as evidence.</div><div>Submit six months’ worth of monthly reliability trend analysis reports per department.</div><div>Confirm there is evidence of the above actionable items.</div></div></div>					
WMSC-24-C0263	<div></div>	December 2025	Open	<div><div></div></div>	50%
<div><div>7. Establish requirements for evaluation of any new items to determine whether they are safety-critical items.</div><div>√ Updated and submitted documented procedures to include safety-critical items.</div><div>√ Updated and submitted documented process workflow related to safety-critical items.</div><div><div>Submit six months’ worth of records</div><div>Confirm there is evidence of the above actionable items.</div></div></div>					
WMSC-24-C0264	<div></div>	October 2025	Open	<div><div></div></div>	75%
<div><div>9. Identify and provide the necessary resources to identify potential or actual safety-critical failures and use these resources to mitigate safety risks.</div><div>12. Implement the requirements of WMATA’s Agency Safety Plan to perform trend analyses, ensure safety risk mitigations are performed and are effective, and to communicate internally about these trends and activities. This includes defining the minimum frequency of communication and the triggers for such communication to inform safety risk coordinators, safety committees, executive leaders, and the WMATA Board of Directors of safety data trends.</div><div>13. Provide evidence to the WMSC that trend analysis is being used to identify and mitigate safety risks throughout Metrorail, including the proper rating of and response to these risks per Metrorail’s identification of safety-critical items and Metrorail’s Agency Safety Plan.</div><div>√ Submitted list of Departmental Safety Risk Coordinators.</div><div>√ Developed and submitted training course and materials.</div><div>√ Submitted 3 months’ worth of meeting agendas, presentations, and minutes.</div><div>√ Developed and submitted departmental documented processes.</div><div>√ Submitted roster and awareness training records from 95% of active, applicable personnel.</div><div>√ Submitted roster and training records from all active Safety Risk Coordinators.</div><div>√ Submitted six months’ worth of risk management reports, including mitigations and status.</div><div><div>Confirm there is evidence of the above actionable items.</div></div></div>					

CAP Number	Risk Assessment	Closure Submission Date**	CAP Status	Actionable Item Status
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**Date WMATA requests closure. Actual closure date is subject to WMSC review and acceptance of the closure.

Power Systems	<div><div></div><div></div></div>	65%
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WMSC-24-C0265	<div></div>	June 2027	Open	<div><div></div><div></div></div>	56%
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WMATA must conduct special inspections of all power facilities for signs of water intrusion and provide detailed records, including all hazards and safety deficiencies identified as well as records of all planned mitigations. Based on the hazards identified during those inspections Metrorail must prioritize and address those safety deficiencies in a timely manner and provide records of the mitigations through completion.

- √ Conducted room inspections and submitted summary of results.
- √ Developed water intrusion inspection schedule (Track & Structures).
- √ Developed water intrusion inspection schedule (Facilities).
- Conduct water intrusion inspections and submit summary of results (Track & Structures).
- Conduct water intrusion inspections and submit summary of results (Facilities).
- √ Implemented water intrusion mitigations (Track & Structures).
- √ Implemented water intrusion mitigations (Facilities).
- Submit plan for long-term mitigations.
- Confirm there is evidence of the above actionable items.

WMSC-24-C0266	<div></div>	September 2025	Open	<div><div></div><div></div></div>	71%
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Metrorail must conduct a risk assessment and evaluate whether emergency exit paths are adequately marked and meet the necessary requirements to evacuate safely in an emergency for rooms such as power facilities, and act upon the evaluation to ensure emergency exit paths are adequately marked and ensure safe emergency evacuation. Metrorail must ensure that emergency exit paths/functionality are included in regular room checks by frontline personnel and evaluate procedures and training to determine whether personnel responsible for room inspections need additional information or guidance to ensure that all safety features such as emergency exits are regularly evaluated.

- √ Updated room inspection form.
- √ Evaluated room inspection procedures and training.
- √ Performed risk assessment.
- √ Submitted a roster and acknowledgements from all active, applicable personnel.
- √ Submitted one quarter of inspection reports.
- Develop action plan based on results of risk assessment.
- Confirm there is evidence of the above actionable items.

WMSC-24-C0267		February 2024	Closed	<div><div></div></div>	100%
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Finding Resolved Prior to Issuance of Final Report

CAP Number	Risk Assessment	Closure Submission Date**	CAP Status	Actionable Item Status
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**Date WMATA requests closure. Actual closure date is subject to WMSC review and acceptance of the closure.

Train Operator Certification Requirements	<div><div></div><div>0%50%100%</div></div>	89%
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WMSC-24-C0268	<div></div>	March 2026	Open	<div><div></div><div></div></div>	95%
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Metrorail must identify improvements to and implement those improvements to training and qualification processes for personnel responsible for train operator certification activities to ensure that these activities are conducted in accordance with Metrorail’s safety requirements. Metrorail must develop and implement internal controls to ensure these certification activities are conducted as required by Metrorail safety procedures to provide assurance that future train operator certification activities will be conducted properly. These controls may include audits of vehicle monitoring system or other data, document review and approval of certification records, supervisory observations of the personnel conducting certifications, and data integrity reviews. For any changes to add, remove, or modify requirements from the Performance Standardization Program Manual, Metrorail must provide the hazard analysis supporting each change.

- √ Updated and submitted standardization program manual.
- √ Conducted training and submitted roster and acknowledgements for all active, applicable personnel.
- √ Developed and submitted work instruction and submitted roster and acknowledgements from all active, applicable personnel.
- √ Identified application and submitted sample report.
- √ Updated and submitted training matrix.
- √ Submitted summary of human capital requirements and proposed recruitment plan.
- √ Submitted first of three quarterly supervisory observation forms.
- √ Assessed feasibility of electronic solution and submitted assessment report.
- √ Submitted first of six monthly staffing reports.
- √ Submitted second of six monthly staffing reports.
- √ Submitted second of three quarterly supervisory observation forms.
- √ Submitted third of six monthly staffing reports.
- √ Submitted first of two progress reports to include roster, schedule, and training records.
- √ Submitted fourth of six monthly staffing reports.
- √ Submitted fifth of six monthly staffing reports.
- √ Submitted third of three quarterly supervisory observation forms.
- √ Submitted sixth of six monthly staffing reports.
- √ Submitted second of two progress reports to include roster, schedule, and training records.
- √ Developed and submitted project plan for electronic compliance solution.
- √ Submitted first of two quarters’ worth of implementation progress reports.
- √ Submitted second of two quarters’ worth of implementation progress reports.
- Confirm there is evidence of the above actionable items.

WMSC-24-C0269	<div></div>	December 2025	Open	<div><div></div><div></div></div>	67%
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Metrorail must establish and implement a process that ensures retraining is provided to each train operator or trainee who fails a certification examination as required by Metrorail procedure, and that each operator or trainee is retested within the specified timeframe.

- √ Updated and submitted process.
- √ Submitted first of four quarterly assessment reports.
- √ Submitted second of four quarterly assessment reports.
- √ Submitted third of four quarterly assessment reports.
- Submit fourth of four quarterly assessment reports.
- Confirm there is evidence of the above actionable items.

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Revenue Vehicles (Railcar) Program (II)	<div><div></div><div></div></div> <div>0%50%100%</div>	72%
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WMSC-24-C0270	<div><div></div><div></div></div>	June 2026	Open	<div><div></div><div></div></div> <div>0%50%100%</div>	72%
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<p>Metrorail must ensure railcar maintenance is done in accordance with its procedures and that cars are only released and only put into service if they meet safety requirements for dispatch. Metrorail must also ensure personnel in Railcar Maintenance facilities are following Metrorail personal safety rules and procedures including blue signal/flag protection, use of wheel chocks, electronic device policies, and ergonomic safety requirements.</p> <div><div>√</div> Issued a memorandum on proper wheel chock use.</div> <div><div>√</div> Issued a memorandum on the electronic device policy.</div> <div><div>√</div> Updated and submitted procedure.</div> <div><div>√</div> Submitted inventory reports.</div> <div><div>√</div> Issued a memorandum on replacing outdated procedures.</div> <div><div>√</div> Updated and submitted revised inspection manuals.</div> <div><div>√</div> Submitted evidence that 90% of applicable personnel completed wheel chock use training.</div> <div><div>√</div> Submitted evidence that 90% of applicable personnel received electronic device policy memorandum.</div> <div><div>√</div> Developed and submitted a practical training curriculum and materials.</div> <div><div>√</div> Submitted evidence that 90% of applicable personnel acknowledged the outdated procedures memorandum.</div> <div><div>√</div> Updated and submitted the training curriculum with revised inspection manuals information.</div> <div><div>√</div> Updated and submitted procedure.</div> <div><div>●</div> Submit evidence that 90% of applicable personnel acknowledged the procedure update.</div> <div><div>●</div> Submit the first sample set of supervisory checks records.</div> <div><div>√</div> Submitted evidence that 90% of applicable personnel completed practical training.</div> <div><div>●</div> Submit the second sample set of supervisory checks records.</div> <div><div>●</div> Submit evidence that 90% of applicable personnel completed updated training.</div> <div><div>●</div> Confirm there is evidence of the above actionable items.</div>

WMSC-24-C0271	<div><div></div><div></div></div>	May 2026	Open	<div><div></div><div></div></div>	56%
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<p>Metrorail must establish and implement an effective process to review and update training materials on a regular basis as required, including ensuring that there is communication when relevant procedures are updated, and that those updates are incorporated into all relevant training material.</p> <div><div>√</div> Updated and submitted revised procedure.</div> <div><div>√</div> Submitted list of training documents and schedule for updates.</div> <div><div>√</div> Submitted roster and acknowledgments from active, applicable personnel.</div> <div><div>√</div> Developed and submitted new procedure.</div> <div><div>√</div> Submitted roster and acknowledgments from active, applicable personnel.</div> <div><div>●</div> Submit first of two sets of updated training materials.</div> <div><div>●</div> Submit sample of QA/QC checks completed over a six month period.</div> <div><div>●</div> Submit second of two sets of updated training materials.</div> <div><div>●</div> Confirm that there is evidence of the above actionable items.</div>

WMSC-24-C0273	<div><div></div><div></div></div>	January 2026	Open	<div><div></div><div></div></div>	50%
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<p>Metrorail must ensure that it is identifying, prioritizing, and effectively mitigating hazards related to railcars and railcar personnel by implementing its safety management system for these areas as specified in its Agency Safety Plan. Metrorail must also ensure that it identifies and mitigates electrical hazards including those noted in this finding, that it prioritizes work orders in accordance with its requirements, that it reports trains that must be held out of service in a timely fashion, that it communicates and follows a uniform process for trains out of service for an extended period, that there is effective collaboration among organizational units, and that it establishes and implements requirements to secure equipment during transport, specifically re-rail equipment. This CAP may incorporate planned deliverables from Roadway Maintenance Machine Audit CAPC-0241.</p> <div><div>√</div> Updated and submitted revised procedure.</div> <div><div>√</div> Developed and submitted new processes.</div> <div><div>√</div> Submitted risk management report.</div> <div><div>●</div> Submit first of two sets of quarterly risk management reports.</div> <div><div>●</div> Submit second of two sets of quarterly risk management reports.</div> <div><div>●</div> Confirm that there is evidence of the above actionable items.</div>
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WMSC-24-C0274	<div><div></div><div></div></div>	October 2025	Open	<div><div></div><div></div></div>	86%
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<p>Metrorail must develop and implement a process to ensure that CMOR verifies that it only assigns personnel to work as Road Mechanics who have all required current training and certifications.</p> <div><div>√</div> Updated and submitted Train Operators Program Manual.</div> <div><div>√</div> Clarified operating parameters.</div> <div><div>√</div> Updated Metrorail Operating Rulebook.</div> <div><div>√</div> Updated and submitted documented procedure.</div> <div><div>√</div> Developed and submitted training matrix.</div> <div><div>√</div> Submitted a roster and acknowledgements from active, applicable personnel.</div> <div><div>●</div> Confirm that there is evidence of the above actionable items.</div>
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**Date WMATA requests closure. Actual closure date is subject to WMSC review and acceptance of the closure.

WMSC-24-C0275	<div></div>	November 2024	Closed	<div></div>	100%
<p>Metrorail must establish and implement electrostatic discharge protection procedures for railcar maintenance tasks, including for the handling of circuit boards on service and inspection or heavy repair and overhaul shop floors, in transport, and in electronic shops or other shops.</p> <ul style="list-style-type: none">✓ Developed and submitted Maintenance Service Instruction.✓ Submitted a roster and acknowledgements from active, applicable personnel.✓ Acquired equipment and submitted updated storeroom inventory.✓ Confirmed that there is evidence of the above actionable items.					
WMSC-24-C0276	<div></div>	September 2025	Open	<div></div>	71%
<p>Metrorail must ensure all calibrated equipment is included in its calibration database, that personnel are trained on requirements to ensure use of only properly calibrated equipment, and that supervisors conduct regular oversight of work areas to ensure that equipment that is out of calibration is removed from service and only properly calibrated equipment is in use.</p> <ul style="list-style-type: none">✓ Updated and submitted documented procedure.✓ Submitted a roster and acknowledgements from active, applicable personnel.✓ Submitted a calibrated equipment list.✓ Submitted first of three monthly equipment calibration status reports.✓ Submitted second of three monthly equipment calibration status reports.✓ Submitted third of three monthly equipment calibration status reports.● Confirm that there is evidence of the above actionable items.					
WMSC-24-C0277	<div></div>	November 2025	Open	<div></div>	50%
<p>Metrorail may develop and implement a process to ensure railcar-related items that decay over time are identified and that expired items are discarded.</p> <ul style="list-style-type: none">✓ Submitted revised Standard Operating Procedure (SOP) on shelf-life management.✓ Submitted first quarters’ worth of reports showing shelf-life standard compliance.● Submit second quarters’ worth of reports showing shelf-life standard compliance.● Confirm there is evidence of the above actionable items.					
WMSC-24-C0278	<div></div>	April 2025	Closed	<div></div>	100%
<p>Metrorail may establish a process to proactively provide supervisors and other necessary management personnel with training information for personnel prior to the start of that individual’s first shift under that supervisor and management.</p> <ul style="list-style-type: none">✓ Updated and submitted documented procedure.✓ Implemented training dashboard and submitted samples of dashboard training records.✓ Submitted training dashboard notification.✓ Submitted a roster and acknowledgments from active, applicable personnel.✓ Confirmed that there is evidence of the above actionable items.					

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**Date WMATA requests closure. Actual closure date is subject to WMSC review and acceptance of the closure.

Roadway Worker Protection Program	<div><div></div></div> <div>0%50%100%</div>	21%
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WMSC-24-C0280	<div></div>	August 2026	Open	<div><div></div></div>	38%
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Metrorail must ensure appropriate safety promotion and awareness for personnel to understand the safety implications of unauthorized deviations from documented roadway worker protection requirements. Metrorail must also develop and implement a systematic process that ensures compliance with roadway worker protection rules. This process must incorporate regular RWP rules compliance checks and monitoring on an ongoing basis to check compliance and gather data on compliance by departmental supervisors, managers, the safety department, and other personnel. This process must include data analysis from these RWP safety performance checks, regular identification of trends, identification of and completion of needed corrective action, and ongoing validation and analysis of RWP rule-compliance program effectiveness. An example of such a program can be found in the US Code of Federal Regulations under 49 CFR Section 217.9.

- √

Reviewed and submitted report summarizing potential opportunities to develop a systemic process for monitoring Roadway Worker Protection (RWP) Rules Compliance.
- √

Submitted three months’ worth of Infrastructure’s existing RWP Rules Compliance evidence.
- √

Submitted three months’ worth of Operations’ existing RWP Rules Compliance evidence.
- √

Developed and submitted overarching RWP Compliance guidance outlining fundamental requirements for implicated departments.
- √

Submitted Operations’ Uniform Rules Compliance Program (URCP) Manual and annual Modal Program Plans as evidence of overarching compliance testing.
- Investigate and submit options for digital data collection, analysis, and reporting of Infrastructure’s regular RWP compliance checks.
- Submit evidence of Operations’ compliance reporting and monitoring tools via URCP Dashboard.
- Implement first phase of Infrastructure’s RWP compliance checks/monitoring and submit records of three months of compliance checks.
- Submit three months of Operations’ compliance reporting data.
- Implement second phase of Infrastructure’s RWP compliance checks/monitoring and submit records of three months of compliance checks.
- Update and submit Infrastructure’s Rules Compliance Guidance with lessons learned.
- Revise and submit Operations’ updated URCP Manual and Modal Program Plans.
- Confirm there is evidence of the above actionable items.

WMSC-24-C0281	<div></div>	June 2026	Open	<div><div></div></div>	50%
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Metrorail must ensure that only current copies of its Quick Access Guide/Track Access Guide are available and in use and provide this current document to all RWP-qualified personnel. Metrorail must establish a process, such as recording the revision date relied upon, on job safety briefing forms and checking for the presence of a current guide during regular supervisory oversight, to validate that only current safety instructions are being relied upon. Metrorail must ensure that the number of copies printed of each update to its Quick Access Guide/Track Access Guide is sufficient for the number of RWP-qualified personnel.

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Updated and submitted documented procedure for physical document distribution.
- √

Updated and submitted Roadway Job Safety Briefing Form.
- Conduct compliance checks for current guides and submit evidence of compliance checks.
- Confirm there is evidence of the above actionable items.

WMSC-24-C0282	<div></div>	January 2026	Open	<div><div></div></div>	33%
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Metrorail must ensure that it is identifying, prioritizing, and effectively mitigating hazards related to its Roadway Worker Protection program by implementing its safety management system for these areas as specified in its Agency Safety Plan. This must include implementation of procedures for hazard identification and analysis related to the Roadway Worker Protection Program to ensure the identification of hazards, using all possible data sources to facilitate trend analysis that enables the prevention of recurring incidents. Metrorail must ensure that this trend analysis is being conducted and that mitigations are reviewed for effectiveness on a regular basis. Consistent with Metrorail’s requirements, RWP program or rule changes that affect RWP must undergo a hazard analysis that includes review of any prior mitigations that may be affected by such a change.

- √

Submitted departmental Safety Risk Management processes, including hazard identification, tracking, and escalation.
- Submit the first three (3) months’ set of Executive Safety Committee agendas, presentations, and minutes.
- √

Submitted the first three (3) months’ set of Safety Management System Dashboard reports.
- Submit the second three (3) months’ set of Executive Safety Committee agendas, presentations, and minutes.
- Submit the second three (3) months’ set of Safety Management System Dashboard reports.
- Confirm there is evidence of the above actionable items.

WMSC-24-C0283	<div></div>	October 2025	Open	<div><div></div></div>	0%
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Metrorail must review and update training materials to eliminate conflicts or outdated information. Metrorail must also ensure that as future rule changes occur, they are coordinated with the training department and incorporated into training and qualification materials concurrent with the new rules in accordance with a documented procedure.

- Update and submit training materials and instructor guides.
- Update and submit the *Roadway Worker Protection Training SOP*.
- Submit a roster and acknowledgments from all active, applicable personnel.
- Confirm that there is evidence of the above actionable items.

CAP Number	Risk Assessment	Closure Submission Date**	CAP Status	Actionable Item Status	
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**Date WMATA requests closure. Actual closure date is subject to WMSC review and acceptance of the closure.

WMSC-24-C0284	<div></div>	March 2027	Open	<div></div>	8%
<p>Metrorail must conduct a one-time assessment of the Metrorail system as it exists today to determine whether there are any additional hot spot locations that require foul time (or greater protection) in accordance with its rules and procedures. Then, after this one-time assessment, Metrorail must establish and implement a process that evaluates defined configuration changes going forward to determine whether such defined configuration changes resulted in a hot spot. As new hot spots are identified, Metrorail must communicate those to personnel through safety promotion activities and document updates.</p> <ul style="list-style-type: none">Review and update the “Hot Spots” definition in Metrorail Operating Rulebook and submit the revised rulebook and associated hazard analysis for changes.Developed and submitted a schedule for conducting the system-wide Hot Spots assessment.Develop and submit a documented process for conducting localized Hot Spots assessment and process for classifying/declassifying Hot Spots.Submit the first quarterly report on Hot Spots assessment implementation progress.Submit the second quarterly report on Hot Spots assessment implementation progress.Submit the third quarterly report on Hot Spots assessment implementation progress.Submit the fourth quarterly report on Hot Spots assessment implementation progress.Submit the fifth quarterly report on Hot Spots assessment implementation progress.Submit the sixth quarterly report on Hot Spots assessment implementation progress.Issue and submit Permanent Orders for newly identified Hot Spots.Update and submit the revised Quick Access Guide to reflect newly identified Hot Spots.Confirm there is evidence of the above actionable items.					
WMSC-24-C0285	<div></div>	August 2027	Open	<div></div>	20%
<p>Metrorail must develop a formal training and qualification program for local control that includes processes, standards, training materials, assessments, and a structured on-the-job training program to ensure that personnel including the roadway-worker-in-charge, control panel operator, watchman/lookout, and other personnel in the work crew carry out their safety responsibilities as required. This training must also include physical characteristics of interlockings. Metrorail must ensure that personnel who need to use this protection method are trained in accordance with the new procedure.</p> <ul style="list-style-type: none">Implemented interim mitigations and submitted bulletin, roster, and acknowledgements from 95% of active, applicable personnel.Develop and submit the documented process, qualification standards, training curricula, schedule, and assessment materials.Submit a roster and training records for active, applicable personnel.Submit an updated training matrix.Confirm that there is evidence of the above actionable items.					
WMSC-24-C0286	<div></div>	December 2025	Open	<div></div>	75%
<p>Metrorail must develop and communicate to personnel specific steps necessary to meet existing Metrorail safety rules in areas assigned to mobile command. Metrorail must establish processes for mobile command that provide at least the level of safety established when areas are governed by rail traffic controllers. This must include determining each specific role, the responsibilities of each role, the training and qualification (including required refresher training and qualification) necessary for each role that provides the necessary ability to effectively and safely carry out those responsibilities (based on technical systems and operational safety requirements), and the supervisory oversight process required both at mobile command and in and around the work area. To ensure the opportunity for effective supervisory oversight, Metrorail must record all phone calls with mobile command and must record ambient audio in the Mobile Command Center.</p> <ul style="list-style-type: none">Submitted updated Standard Operating Procedure (SOP) WPMI-SOP-0006-R00.0.Submitted a roster and acknowledgments from 95% of active, applicable personnel.Assessed the feasibility for recording Mobile Command phone communications and submitted assessment report.Assessed the feasibility for recording Mobile Command ambient audio and submitted assessment report.Submit a roster and “acknowledgment log” from all applicable individuals, covering a three-months period of performance.If feasible, completed relevant technological updates to enable Mobile Command phone recording.If feasible, completed relevant technological updates to enable Mobile Command ambient audio recording.Confirm there is evidence of the above actionable items.					
WMSC-24-C0287	<div></div>	October 2026	Open	<div></div>	0%
<p>Metrorail must update its processes, procedures, requirements, and training related to authorized construction sites to align with its Roadway Worker Protection Program requirements to ensure roadway workers receive the same or greater levels of RWP as they do in the rest of the Metrorail system—for both employees and contractors alike. Metrorail must demonstrate implementation of these procedures.</p> <ul style="list-style-type: none">Conduct and submit a hazard analysis of risks related to vehicle movement in Authorized Construction Sites.Implement required changes identified in hazard analysis, including a documented process for authorizing work within Authorized Construction Sites.Conduct compliance inspections and submit reports.Confirm there is evidence of the above actionable items.					

CAP Number	Risk Assessment	Closure Submission Date**	CAP Status	Actionable Item Status	
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**Date WMATA requests closure. Actual closure date is subject to WMSC review and acceptance of the closure.

WMSC-24-C0288	<div></div>	March 2028	Open	<div></div>	13%
<p>Metrorail must ensure that required practical exercises are carried out by each individual, regardless of rank or title, prior to designating that individual as qualified under Metrorail’s Roadway Worker Protection Program. Metrorail must develop and implement internal controls, to include compliance checks, to ensure required training and certification activities are completed in full and activities are carried out as required for both English and Spanish RWP qualification. Metrorail must review prior training related to the nonconformances noted above to ensure that individuals without proper qualification are re-trained appropriately.</p> <ul style="list-style-type: none">Update and submit the <i>Roadway Worker Protection Training SOP</i> and the Practical Checklist template.✓ Updated and submitted the <i>Contractor Roadway Worker Protection Training SOP</i>.Conduct compliance audits and submit the first quarter's worth of evidence.✓ Submitted the first internal audit sample set.Submit the first quarter's worth of roster and completed practical examination checklist.Conduct compliance audits and submit the second quarter's worth of evidence.Submit the second internal audit sample set.Submit the second quarter's worth of roster and completed practical examination checklist.Submit the third quarter's worth of roster and completed practical examination checklist.Submit the fourth quarter's worth of roster and completed practical examination checklist.Submit the fifth quarter's worth of roster and completed practical examination checklist.Submit the sixth quarter's worth of roster and completed practical examination checklist.Submit the seventh quarter's worth of roster and completed practical examination checklist.Submit the eighth quarter's worth of roster and completed practical examination checklist.Confirm that there is evidence of the above actionable items.					
WMSC-24-C0289	<div></div>	November 2026	Open	<div></div>	0%
<p>Metrorail must update its roadway worker protection instructor training procedures to include a process that evaluates the need for procedural changes during exigent circumstances, establish criteria for determining exigent circumstances, and outline procedures for how to return to normal processes after the exigent circumstance has ended. Metrorail must ensure that it follows its Roadway Worker Protection Training procedures (or successor). Metrorail must develop and implement procedures that include internal controls with regard to course records, instructor qualifications, and retesting. Internal controls may include regular, recurring compliance checks or a similar oversight activity.</p> <ul style="list-style-type: none">Update and submit the <i>Instructor Feedback Form</i> template.Submit the updated controlled procedures, as applicable.Submit the first quarter’s worth of compliance checks.Submit the second quarter’s worth of compliance checks.Submit the third quarter’s worth of compliance checks.Submit the fourth quarter’s worth of compliance checks.Confirm that there is evidence of the above actionable items.					
WMSC-24-C0290	<div></div>	April 2026	Open	<div></div>	0%
<p>Metrorail must ensure that its intended roadway worker-related safety information and training is provided in a standardized manner to ensure workers receive the necessary training to protect themselves on the roadway. Instructors must follow a standardized curriculum containing the required, current materials. An assessment must be done on the course materials/content to determine the appropriate timeframes necessary for each course offered.</p> <ul style="list-style-type: none">Update and submit the <i>RWP Instructor Guide</i> and associated training materials.Update and submit the <i>Instructor Feedback Form</i> template.Conduct a pilot on RWP Level 2 Training materials and submit a white paper.Submit the first quarter's worth of audits records.Submit the second quarter's worth of audits records.Confirm that there is evidence of the above actionable items.					
WMSC-24-C0291 R1	<div></div>	January 2027	Open	<div></div>	20%
<p>Metrorail must develop and implement a process to validate the accuracy and equivalence of non-English language rules, procedures, and training content to be comparable with the English-language Metrorail Operating Rulebook and other relevant rules or procedures. Metrorail must review and update its existing non-English language versions of roadway worker protection rules, procedures, training materials, and testing materials to ensure that personnel participating in these programs receive at least the equivalent safety training and examination as English-speaking personnel.</p> <ul style="list-style-type: none">✓ Developed and submitted a documented process.Submit completed assessment report with associated recommendations.Submit documentation defining the scope of the Committee and criteria for committee members.Review and revise, as needed, non-English language training and testing materials.Confirm that there is evidence of the above actionable items.					
WMSC-24-C0292	<div></div>	August 2028	Open	<div></div>	0%
<p>Metrorail must develop and implement RWIC on-the-job training procedures, including as they pertain to OJT mentors and associated forms for roadway worker protection on-the-job training, provide sufficient direction for personnel to both complete and conduct the training, and complete the training for applicable personnel. Such direction must be included in a written procedure.</p> <ul style="list-style-type: none">Develop and submit a documented On the Job Training (OJT) procedure for Roadway Worker in Charge.Develop and submit the OJT curriculum.Complete and submit training records for OJT mentors.Conduct and submit six (6) months of compliance checks to confirm OJT Activity forms are being completed by OJT mentors.Submit a report analyzing student practical exam pass/fail trends as evidence of the OJT program's effectiveness.Confirm there is evidence of the above actionable items.					