



Inspection Form

Form WMSC-IR-1

Washington Metrorail Safety Commission

Agency/Department Information

Inspection Date	YYYY/MM/DD 2024/05/31	Report Number	20240531-WMSC-DLB-2
Rail Agency Name	Washington Metropolitan Area Transit Authority	Rail Agency Department	Name
Rail Agency Department	RTRA	Contact Information	
Inspection Location	Alexandria Rail Yard 3201 Eisenhower Ave, Alexandria, VA 22314		

Inspection Summary

Inspection Activity #	1
Activity Code	OBS-RTRA-WI
Inspection Units	2
Inspection Subunits	
Defects (Number)	1
Recommended Finding	Yes
Remedial Action Required¹	Yes
Recommended Reinspection	Yes

Activity Summaries

Inspection Activity #	1	Inspection Subject	Rulebooks				Activity Code	OBS-RTRA-WI				
Job Briefing Employee Name/Title	Yes.	Accompanied Inspector?	No	Out Brief Conducted	Yes	Time	07:00 AM	Outside Shift	No			
Related Reports	N/A.	Related CAPS / Findings			C-0193							
Related Rules, SOPs, Standards, or Other	Ref	Rule or SOP			Standard	Other / Title			Checklist Reference			
	N/A.	N/A.			N/A.	N/A.			N/A.			
Inspection Location	Main Track	Yard	Station	OCC	RTA Facility	WMSC Office	Track Type	At-grade	Tunnel	Elevated	N/A	
					X						X	
Line(s) & Track Number	Alexandria Rail Yard 3201 Eisenhower Ave, Alexandria, VA 22314				Chain Marker and/or Station(s)		From	To				
							N/A.	N/A.				
Vehicles	Head Car Number		Number of Cars		Equipment	N/A.						
	N/A.		N/A.									
Description	<p>BACKGROUND/SUMMARY: While conducting an inspection at the C99 Alexander Rail Yard WMSC Inspectors observed an outdated MSRPH rule book in a shop breakroom/locker area sitting on an open table. The MSRPH was dated 2011. It is important to mention that Metrorail has since replaced the Metrorail Safety Rules and Procedures Handbook (MSRPH) with the Metrorail Operating Rulebook (MOR) which became effective September 1, 2023. A copy of the MOR was also present in the C99 Yard Tower. Upon inspection of the document, it was found that it had not been updated via General Order No. 101. Per Metrorail, "General Order No. 101 mandates the incorporation of all Permanent Orders issued before December 31, 2023, with an effective date on or before March 1, 2024, into the Metrorail Operating Rulebook." Correct Action Plan C-0193 required the following, "Finding: With frequent modifications due to temporary and permanent orders, and outdated versions of Metrorail's rulebook being distributed to personnel when hard copies are available, the latest Metrorail rules are not easily accessible to train operators. This creates document control issues and makes a rule requiring personnel to carry the latest version of the Metrorail Safety Rules and Procedures Handbook (MSRPH) unrealistic Corrective Action: Metrorail must ensure that only current copies of the rulebook are available and in use. Metrorail must provide operational employees with immediate access to the current rules relevant to their work during their work assignments, including any modifications due to temporary or permanent orders." The presence of the outdated MSRPH and the MOR that had not been updated is evidence that old rulebooks have not been purged entirely from use in the Metrorail system. Metrorail Management was informed about the FINDINGS/CAP violation as the WMSC Inspectors debriefed them. Metrorail Management delegated the task of carrying insert materials to update the MOR in the C99 Yard Tower to a subordinate employee and ensured that the issue would be resolved. Metrorail Management informed the WMSC Inspectors that Metrorail Frontline personnel were involved in picks and getting assigned to other work locations. Therefore, the MSRPH may have been inadvertently left exposed on the table. It recommended a second inspection be conducted throughout the entire C99 Yard at a later date to verify that C-0193 is implemented fully.</p>										Number of Defects	1
											Recommended Finding?	Yes
											Remedial Action Required?	Yes
											Recommended Reinspection?	Yes
Remedial Action	Remove all outdated MSRPH's and update all current MOR's											



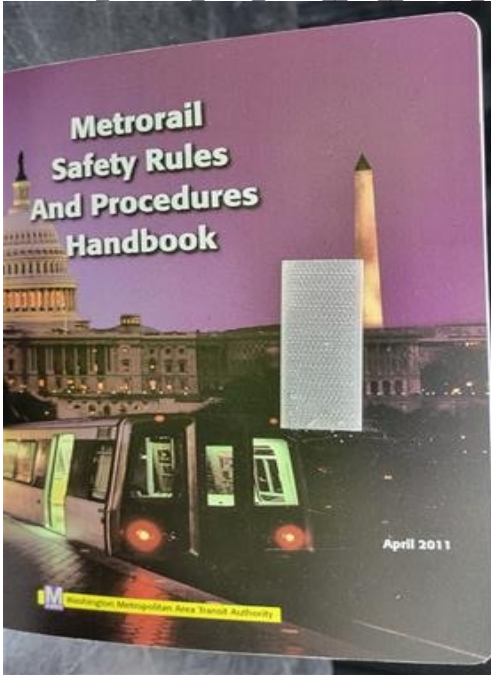
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Photos:

Outdated MSRPH 2011 Break mn Locker Room_C99_Yard.png



Screenshot 2024 mn 06 mn 03 153108.png



Outdated MSRPH in employee break-locker area at C99 Yard Alexandria Va.

¹ The rail transit agency must provide WMSC with the necessary evidence (e.g. maintenance work order system records, photos, documentation, records, data, or other evidence) to close out the Remedial Action. Closeout of Remedial Actions may also be subject to ongoing WMSC verification inspections to ensure corrections are sufficient and effective.

Inspector in Charge's Signature		Date 2024/05/31
Inspector in Charge's Name Darrell Braxton	Inspection Team Bruce Walker Manny Lopez	