



WMSC Inspection Report 20250402

ISSUED 4/8/2025

Inspection Details

Title: RWP Instruction Observation (Carmen Turner Facility)

Location: Carmen Turner Facility (CTF)

Date of Inspection: 4/2/2025

Time of Inspection: 7am to 8:55am

Unannounced

Risk-Based (Corrective Action Plan C-0046)

Functional Area: Roadway Worker Protection

Hazard Rating: 3C

Overview

On Wednesday, April 2, 2025, a WMSC Inspector went to Roadway Worker Protection (RWP) training at the Carmen Turner Facility (CTF). The goal of the inspection was to determine if the correct guides were being used in training classes.

This is a risk-based inspection based on finding 9 from the [2020 Audit of Roadway Worker Protection and Training](#). Finding 9 states, "Practical exercises and testing in RWP classes are not standardized, which could lead to workers getting Level II or Level IV certification without proper instruction." Additionally, the Audit found "WMATA must develop and use a detailed instructor's guide listing all practical exercises and steps for those practical exercises to ensure consistency and accuracy. The guide must specify what specific skills students must demonstrate in order to pass each class."

The corrective action plan remediations produced instructional materials, including a Roadway Worker Protection guide and other classroom training documents. The WMSC Inspector aimed to verify these remediations by observing Roadway Worker Protection instruction at CTF. Additionally, the WMSC inspector spoke with Roadway Worker Protection Instructors at CTF.



After concluding the inspection, the WMSC inspector conducted a debrief at CTF with the WMATA training management, in accordance with Program Standard Section 6.F.1.

Defects and Corrective Actions

WMSC Inspections identify safety issues that may be classified as defects, findings, or recommendations. Findings and recommendations are defined by Program Standard Section 5.E.2 and 5.E.3 respectively. Ordinarily, issues identified in a WMSC inspection report are classified as defects. Defects are specific safety issues of non-conformance/non-compliance that are identified and that require remedial action.

This inspection did not identify any findings or recommendations and therefore does not require a WMSC Corrective Action Plan in accordance with Program Standard Section 5.E.4.

This inspection identified one defect: the failure to follow a standard operating procedure (SOP). Specifically, RWP SOP SARE-05-007, titled Roadway Worker Protection Training SOP, section 7.4.1.4.2 states, "To ensure that the most up to date training materials are being used, all training materials must be downloaded from the Active RWP Curriculum folder each time it is used for instruction." Neither the classroom instructor nor the training management could produce the Instruction Guide for this RWP Level 2 training. According to the SOP SARE-05-007, that material should have been downloaded prior to the class.

Defect Observations and Determinations

The WMSC Inspector asked onsite Metrorail training management for physical copies of the Instruction Guides. The WMSC Inspector reviewed the materials and determined that the produced documents were Roadway Worker Protection Level 1 and 2 training Student Workbooks. Instructors onsite were aware of the instructor guides, but the Inspector observed the instructors were not using the Instructor Guides during training. The Inspector confirmed with trainers their knowledge of the Instruction Guides and the electronic file location that contains the Guides in WMATA's cloud environment on the "K drive" and MetroDocs. Nevertheless, no instructors had physical copies and were not using them during training.

The WMSC Inspector additionally requested a hard copy of the level 4 Roadway Worker Protection (RWP) Initial class Instructor Guide from the RWP Supervisor. The RWP Supervisor provided a copy of the Roadway Worker Protection Training – Roadway Worker in Charge Facilitator Guide. In addition, the WMSC Inspector asked for a copy of the level 2 Instructor Guide from an Instructor of a level 2 class. However, the instructor produced a syllabus and lesson plan for Roadway Worker Protection Training - Level 2. An Instructor Guide is not the same as a syllabus. The instructor guide is a resource used by instructors to advise on how to teach the course, the syllabus is a document that gives participants important information about the course. For



example, the syllabus includes course goals, learning objectives, assignments and grading practices; whereas the Instructor Guide includes materials to assist instructors in the delivering of a course, for example teaching strategies, lesson plans, assessment, tools, and the correct answers to students' questions and classroom exercises to aid the instructor with teaching that RWP Level program.

This WMSC inspection found that the instructor and the students did not have the benefit of the Instruction Guide, and the instructor could not verify that the students received the most up-to-date training materials and information because they were not downloaded from the RWP Curriculum folder.

During the inspection debrief, Metrorail management commented to the WMSC Inspector that Metrorail's goal is to make sure the correct instruction guides are physically present and available in the classroom.

Next Steps

Please respond **by Friday, April 11, 2025**, to acknowledge receipt and to explain what, if any, actions will or have been taken in response to this inspection.