



# WMSC Inspection Report 20250411E

ISSUED 4/14/2025

## Inspection Details

Title: Corrective Action Plan C-0193 – Metro Operating Rulebook (MOR) Inspection

Location: New Carrollton Yard (D99)

Date of Inspection: 4/11/2025

Time of Inspection: 7:00am to 9:00am

Unannounced

Risk-Based (Corrective Action Plan C-0193)

Functional Area: Corrective Action Plan

Hazard Rating: 4C

## Overview

The WMSC performed an unannounced risk-based inspection to verify the effectiveness of mandates required by corrective action plan C-0193.

This is a risk-based inspection based on finding 13 from the [2022 Safety Audit of Rail Operations](#). Finding 13 states, “With frequent modifications due to temporary and permanent orders, and outdated versions of Metrorail’s rule book being distributed to personnel when hard copies are available, the latest Metrorail rules are not easily accessible to train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.” The minimum corrective action states, “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.” Additionally, actionable item 11 from corrective action plan C-0193 requires, “Metrorail to implement an interim process to ensure that controlled, physical copies of MOR [Metro Operating Rulebook] are available and under control of division Managers in every tower, terminal, and breakroom. Physical MORs will be clearly marked to identify the responsible division name and location and will be updated by division Managers when new orders are issued. Rail Transportation will submit a document control log showing the location and responsible division name for all controlled, physical copies of the MOR.”



The New Carrollton Rail Yard (D99) was randomly selected from the document control log submitted as a deliverable in the corrective action plan process. The following locations at New Carrollton Rail Yard (D99) were inspected as stipulated by actionable item 11 of C-0193. The WMSC Inspectors checked that the updated and newest Metro Operating Rulebook (MOR) was present at each location. The three locations were: The Tower, The Station Terminal, and the Breakroom.

The inspection revealed the following information.

Location (New Carrollton)	Number of MORs	Number of MORs Updated
Tower	1	0
Station Terminal	1	0
Breakroom	1	0

Table 1 – lists the locations, number of MORs identified, and Number of current versions of the MOR.

The inspection revealed that the MORs were not properly updated. The WMSC Inspectors found none of the MORs inspected at the various locations within the New Carrollton Rail Yard had been updated with the latest bulletin orders and safety orders.

After concluding the inspection, the WMSC Inspectors conducted a debrief with onsite Metrorail management, in accordance with Program Standard Section 6.F.1. As a result of the debrief, the MORs were immediately updated. Metrorail management printed three copies of the current bulletin orders and sent personnel to the three locations to ensure the current bulletin orders are placed within the MOR. Thereby, WMATA rectified the deficiency.

Additionally, an outdated copy of a Metrorail Safety Rules and Procedures Handbook (MSRPH) was found in the Yard tower. This was not mitigated by the Interlocking Operator and is still awaiting resolution.

## 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.

## Defect Observations and Determinations



## WASHINGTON METRORAIL SAFETY COMMISSION

### **Defect 1**

The inspection revealed that the copies of the MORs were not properly updated. None of the MORs inspected at the three locations within the New Carrollton Rail Yard had been updated with the latest bulletin and safety orders.

**Hazard Rating: 4C**

### **Defect 2**

The inspection revealed that a copy of an outdated Metrorail Safety Rules and Procedures Handbook (MSRPH) was in the New Carrollton Yard tower. According to the current Metrorail Operating Rulebook (MOR) which states "This Metrorail Operation Rulebook supersedes and replaces all previous versions of the Metrorail Safety Rules and Procedures Handbook...", the MSRPH was to be removed from all work areas.

**Hazard Rating: 4C**

## **Next Steps**

Please respond by **Thursday, April 17, 2025**, to acknowledge receipt and to convey responses to the WMSC regarding what, if any, actions will be or have been taken in response.