



U.S. Department
of Transportation

**Federal Railroad
Administration**

1200 New Jersey Avenue, SE
Washington, DC 20590

JAN 19 2018

Mr. Chuck Baker
President
National Railroad Construction & Maintenance Association
410 1st Street SE, Suite 200
Washington, DC 20003

Dear Mr. Baker:

The Federal Railroad Administration (FRA) has completed its review of Track Guy Consultants' (XTGC) training program submission as required by Title 49 Code of Federal Regulations (CFR) Part 243, Training, Qualification, and Oversight for Safety-Related Railroad Employees. The National Railroad Construction & Maintenance Association (NRC) commissioned XTGC to develop model training programs on its behalf. FRA approves the following courses:

Course ID	Course Name
NRC-13	Maintenance and Repair of Signal and Train Control
NRC-11	FRA 234 Grade Crossing Safety

NRC-13 provides training on the application of 49 CFR Part 236, Rules, Standards, and Instructions Governing the Installation, Inspection, Maintenance, and Repair of Signal and Train Control Systems, Devices, and Appliances. The course is intended for Maintenance of Way safety-related railroad employees whose duties require them to perform various tasks related to inspection, maintenance, and repair of signal systems.

NRC-11 provides training on the application of 49 CFR Part 234, Grade Crossing Safety. The course is intended for Maintenance of Way safety-related railroad employees whose duties require them to perform various tasks related to inspection, maintenance, and repair of grade crossing signal systems.

The courses are model programs as provided for in 49 CFR § 243.105, *Optional model program development*, and can be adopted and implemented by one or more employers (railroads and contractors). Please be advised that it is NRC's responsibility to provide each of its member contractors with all the associated course materials, such as lesson plans, instructor guides, participant guides, job aids, on-the-job training (OJT) guides, and tests, required for instruction and delivery. FRA is not involved in this transaction, which is between NRC and its member contractors. NRC may also elect to provide its training materials to other non-NRC members of its choosing.

The courses are designed to be instructor-led and include both classroom lectures and hands-on field exercises to reinforce key learning points and enhance learning transfer in participants. In addition, the courses are intended to provide an opportunity for participants to receive performance feedback from the designated instructor. Multiple-choice tests are administered at the end of each course. The courses contain a separate OJT component which must be administered and implemented by the employer. All safety-related railroad employees are required to demonstrate OJT proficiency to the satisfaction of the employer's designated instructor before becoming a qualified member of an occupational category or subcategory.

FRA also recommends that you remind users of these model programs that as employers, they have a duty to notify FRA of their intent to adopt and implement the programs. They can accomplish this task by registering and then logging onto the FRA Web portal. See links below:

New users to the Web portal must first register at:

<http://safetydata.fra.dot.gov/SPAccountRequests/default.aspx?app=part243>.

Once registration is complete and accepted, the Web portal may be accessed at:

<https://rrsp.fra.dot.gov/Part243Training/>.

FRA approves the above programs based on the information included in the submission. Notwithstanding FRA's initial approval, if a subsequent FRA audit or review suggests noncompliance with the course curricula or some aspect of the programs, including the way they are delivered, FRA may request changes. The rule in 49 CFR § 243.109 specifies a process whereby FRA will often permit deficient portions to remain in effect for 90 days to provide a submitter with an opportunity to make revisions.

If you have any questions, please contact Mr. Robert Castiglione, Staff Director, Human Performance Program Division. Mr. Castiglione may be reached at (817) 447-2715 or Robert.Castiglione@dot.gov.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Karl Alexy', with a stylized flourish at the end.

Karl Alexy
Director, Office of Safety Analysis

cc: Mr. John Zuspan, Track Guy Consultants