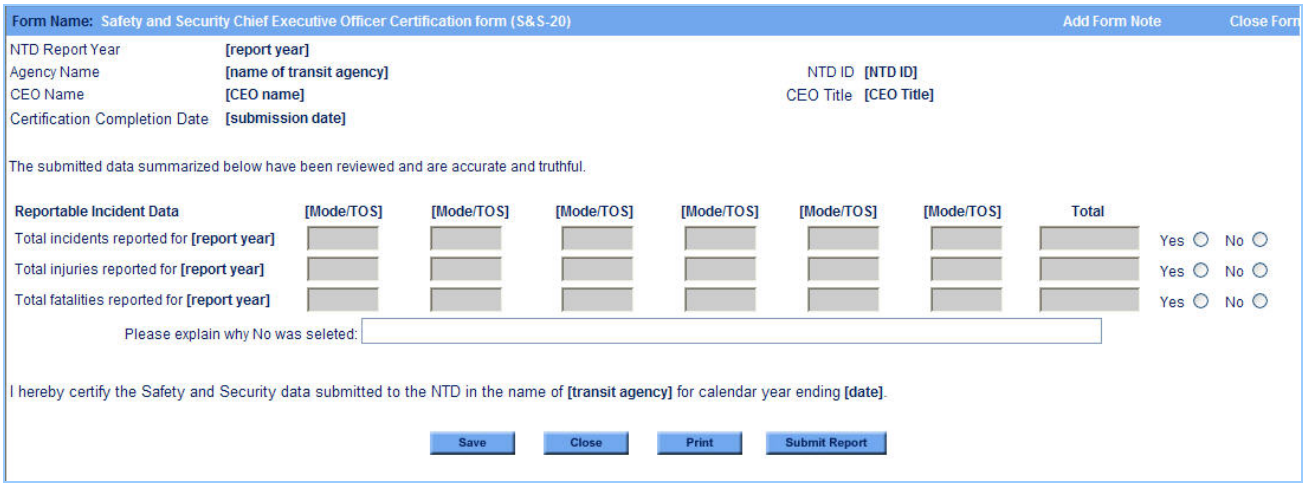
Safety and Security Chief Executive Officer Certification form (S&S-20)

The Safety and Security Chief Executive Officer Certification form (S&S-20) is used to certify that all information submitted in the Safety and Security report is accurate. This form is completed by the Chief Executive Officer at the end of the calendar year.

This form is required for all transit agencies.



Form Name: Safety and Security Chief Executive Officer Certification form (S&S-20) Add Form Note Close Form

NTD Report Year [report year]
Agency Name [name of transit agency] NTD ID [NTD ID]
CEO Name [CEO name] CEO Title [CEO Title]
Certification Completion Date [submission date]

The submitted data summarized below have been reviewed and are accurate and truthful.

Reportable Incident Data	[Mode/TOS]	[Mode/TOS]	[Mode/TOS]	[Mode/TOS]	[Mode/TOS]	[Mode/TOS]	Total	
Total incidents reported for [report year]								Yes ○ No ○
Total injuries reported for [report year]								Yes ○ No ○
Total fatalities reported for [report year]								Yes ○ No ○

Please explain why No was seleted:

I hereby certify the Safety and Security data submitted to the NTD in the name of [transit agency] for calendar year ending [date].

Save Close Print Submit Report

Overview

Each transit agency is required to submit a Safety and Security Chief Executive Officer (CEO) Certification form (S&S-20) annually at the end of each calendar year. The certification is approved by the transit agency's chief executive officer (CEO) that attests to safety and security data submitted in the current calendar year's reports. The Safety and Security CEO Certification is submitted no later than February 28 of each calendar year.

Two reports have been provided to assist in the preparation of the Safety and Security Chief Executive Officer (CEO) Certification:

1. The Major Incidents Summary by Mode/Service Report
2. The Non-Major Incidents Summary by Mode/Service Report.

The CEO accesses the reports via the **Reports** tab in the NTD Internet Report System.

What Has Changed from Prior Year

There are no changes to the Safety and Security Chief Executive Officer (CEO) Certification form (S&S-20) for CY 2010.

Approach

The S&S-20 is an annual requirement and is submitted no later than February 28 of each calendar year certifying the safety and security data submitted to the NTD. The certification certifies and attests to the accuracy of the current calendar year's (2009) safety and security data.

The S&S-20 will generate after January 15th of each calendar year; at which time the **Submit** button with also be available to the CEO. This is to avoid inadvertent early submission of the Safety and Security Chief Executive Officer Certification form (S&S-20).

Detailed Instructions

The CEO should review the total incidents, total injuries and total fatalities reported to the NTD for the current calendar year. Using the radio buttons at the end of each line of data on the **Reportable Incident Data** table, the CEO should indicate **Yes** or **No** in response to the statement: The submitted data summarized below have been reviewed and are accurate and truthful. If **No** is selected, Internet reporting will require an explanation.

Completing the Safety and Security CEO Certifications form (S&S-20) form

Once the CEO has reviewed the provided information and determined the information's accuracy, click on the **Submit Report** button to submit the S&S-20.