



National Transit Database

Safety and Security Reporting Module Training

Federal Transit Administration

October 2009

**S&S-50 – SAFETY AND SECURITY MONTHLY
SUMMARY REPORT FORM**



S&S-50 Form – Summary

- The S&S-50 Form collects the data related to less severe safety and security incidents
- You must complete the S&S-50 every month for each mode with the following exceptions:
 - Commuter rail (CR) operators are only required to report security incidents to NTD because CR operators report safety incident data to the FRA
 - Agencies granted a Nine or Fewer Vehicles Waiver are not required to submit Safety and Security data
- Data reported as monthly totals for each mode



S&S-50 Form – Summary

- Open a new blank S&S-50 form by clicking on the **Quick link to the Safety and Security Monthly Summary Report**
 - Located in blue font on the top right hand corner of the Safety & Security Tab
- An S&S-40 form is generated by clicking the **File New Report** link
- If you are unsure what type of report to file, contact your Safety & Security Analyst

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S&S-50 Form – Summary

- After completing a new report always remember to
 1. Save
 2. Submit
 3. and Close
- The 2009 Safety and Security Reporting Manual provides instructions and examples for completing the S&S-50 Form
 - [S&S-40: Safety and Security Monthly Summary Report Form](#)

S&S-50 Form



Safety and Security Monthly Summary Report

Month Reported:

Please select the Mode / Type of Service being reported.

Reporting Period (Month)

No Data to Report (for current reporting period)

Using the lists below, please provide the following Summary Security Events details

Number of Occurrences of Robbery (confrontational theft)

Location	Occurrences	Victim type		
		Customers	Workers	Others
In transit vehicles	<input type="text"/>	<input type="text"/>	<input type="text"/>	
In transit stations	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
In non-revenue facilities	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
On roadway / right-of-way / parking facility	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Number of Occurrences of Larceny (non-confrontational theft)

Location	Occurrences	Victim type		
		Customers	Workers	Others
In transit vehicles	<input type="text"/>	<input type="text"/>	<input type="text"/>	
In transit stations	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
In non-revenue facilities	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
On roadway / right-of-way / parking facility	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Number of Other Safety Occurrences not Otherwise Classified (e.g., slip and fall / electric shock / other)

Location	Occurrences	Person type		
		Customers	Workers	Others
In transit vehicles				
Boarding / alighting: With stairs	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Boarding / alighting: With lift or ramp	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Boarding / alighting: Other	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other in vehicle: Securement issue	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other in vehicle: Not a securement issue	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
In revenue facilities				
Ramps	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Stairs	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Escalators	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Elevators	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
In non-revenue facilities	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

S&S-50 Form



Number of Occurrences of Fire

In transit vehicles	<input type="text"/>
In revenue facilities	<input type="text"/>
In non-revenue facilities	<input type="text"/>
On right-of-way	<input type="text"/>

Number of Occurrences of Burglary

Of revenue facilities	<input type="text"/>
Of non-revenue facilities	<input type="text"/>

Number of Occurrences of Motor Vehicle Theft

Of private vehicles from parking facility	<input type="text"/>
Of official (revenue and non-revenue) vehicles	<input type="text"/>

Number of Arrests for Other (non-aggravated) Assaults

Location	Arrests	Victim type		
		Customers	Workers	Others
In transit vehicles	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
In transit stations	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
In non-revenue facilities	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
On roadway / right-of-way / parking facility	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Number of Citations for Fare Evasion

Total

Number of Arrests for Trespassing

In transit stations (except fare evasion)	<input type="text"/>
In non-revenue facilities	<input type="text"/>
On roadway / right-of-way / parking facility	<input type="text"/>

Number of Arrests for Vandalism

Of vehicles	<input type="text"/>
Of transit stations	<input type="text"/>
Of non-revenue facilities	<input type="text"/>
Of roadway / right-of-way / parking facility	<input type="text"/>

Number of Arrests for Nonviolent Civil Disturbances

Total

Number of Other Arrests

Total

[Save](#)

S&S-50 Form – Key Points

- Robbery, Larceny, Arrests for Other (non-aggravated) Assaults
 - Occurrences = the number of **crimes committed**
 - Involved Parties = the number of **victims**
- The number of Occurrences and the number of Involved Parties may not match
 - There may be 1 occurrence of a robbery (1 crime) where 3 people were robbed (3 involved parties)
 - The total of involved parties should always be equal to or greater than the number of occurrences
- Assaults resulting in an injury (requiring transport) are considered Aggravated Assaults and are reported on the S&S-40

S&S-50 Form – OSONOC

- S&S-50 collects injuries from Number of Other Safety Occurrences not Otherwise Classified (OSONOC)
 - **Involved parties** columns collect Injuries as a direct result of an OSONOC, such as slips and falls or electric shock requiring immediate transport for medical care
 - Involved parties total must be equal to or greater than the occurrences total
- Example: Bus operator slams on the brakes to avoid a jaywalker and 2 passengers are thrown out of their seats and both receive injuries require transport. Report 1 occurrence and 2 customer injuries.



S&S-50 Form – Fire

- Number of Occurrences of Fire
 - Report fires that have required the act of suppression at the time of the incident, but do not meet any of the S&S-40 Reportable Thresholds of
 - one or more fatalities
 - one or more injuries
 - \$25,000 in property damage
 - Evacuation for life safety reasons



S&S-50 Form – Key Points

- Burglary, Motor Vehicle Theft, Fare Evasion, Trespassing, Vandalism, Nonviolent Civil Disturbances, Other Arrests
 - Provide the number of arrests or citations
- Do not report homicides and rapes on the S&S-50
 - Occurrences of homicide or rape are reported on an S&S-40
- Non-violent Civil Disturbance
 - Does not include arrests for “civil disobedience”, unruly or inebriated patrons or arrests of individuals selling illegal substances. These would be reported under “Other Arrests”
- Other Arrests
 - Arrests which do not fit in any other category



S&S-50 Form – Key Points

- Need to **revise** a form you have already submitted ?
 - A form can be revised or edited at any time.
 - Just open the form by clicking on it where it is listed on the Safety & Security tab, revise and Save.
 - Please resubmit the report once you have made changes.
 - Submit date will be updated