

NTD Incident Reporting

A reportable event is defined as a safety or security event occurring on a transit right-of-way, in a transit revenue facility, in a transit maintenance facility (include parking lots), or involving a transit revenue vehicle.

The following events must be reported to NCTCOG for NTD purposes within five (5) business days:

- ✓ A fatality confirmed within 30 days (including suicide)
- ✓ An injury requiring immediate medical attention away from the scene (resulting from a collision, boarding/de-boarding, slip/trip/fall, electric shocks/burns, abrupt or evasive transit vehicle maneuvers, or mobility device securement or lift malfunctions)
- ✓ Estimated property damage equal to or greater than \$25,000
- ✓ Collisions involving transit vehicles that require the towing away of a transit vehicle or other non-transit vehicle (regardless of whether an injury occurred or the value of property damage)
- ✓ Theft or robbery
- ✓ An evacuation of a transit facility or vehicle due to potentially unsafe conditions (mechanical or maintenance issues, smoke/fire/fumes, or security threats like suspicious packages, bomb threats, bombing, etc.)

The following information must be included when reporting a vehicle-related accident:

- ✓ Current status of the event
- ✓ Pictures of the vehicle(s)
- ✓ Physical address and coordinates (latitude, longitude) of the event's location
- ✓ Official police report of the incident
- ✓ Post-accident drug and alcohol testing determination
- ✓ Bus driver's report
- ✓ Accident diagram
- ✓ Number of passengers in the vehicle, the number of passengers or other parties injured, and number of individuals who sought medical attention.

Submit event information within 5 business days to transit_ops@nctcog.org.