



1200 New Jersey Avenue, SE  
Washington, DC 20590

U.S. Department  
Of Transportation

Federal Railroad  
Administration

Mr. Steve Welch  
Denton County Transit Authority  
General Manager  
640 State Highway 121  
Lewisville, TX 75057

October 19, 2020

Dear Mr. Welch:

This letter responds to the Denton County Transit Authority's (DCTA) submission dated October 31, 2020, to the Federal Railroad Administration (FRA) seeking approval of its material modifications to the DCTA Conductor Certification Program received by FRA on October 7, 2020. FRA's procedures for submission and approval of programs is described in appendix B to 49 CFR part 242. FRA reviewed the railroad's program modification and determined that the railroad's program modification conforms with the requirements of 49 CFR part 242 for the reasons discussed below.

Your submission states that on October 7, 2020, the railroad does not have a labor organization representing the railroad's employees. Therefore the FRA received no comments on the program modification from any labor organizations.

The program modifications are consistent with the model of the previously approved commuter railroad programs. FRA understands the program's modifications are intended to enhance training by providing sufficient detail to permit effective use of instruction. Modifications include statements describing the task to be learned and steps the employee learning the job shall be able to perform. Additional modifications to the submission also addressed deficiencies with the standard requirements of 49 CFR part 242, appendix B. FRA last conducted a conductor certification audit on August 3, 2020, and found substantial compliance with FRA's requirements and the part 242 certification program.

Please contact me with any questions regarding this submission at (202) 366-0978 or [FRAOPCERTPROG@dot.gov](mailto:FRAOPCERTPROG@dot.gov).

Sincerely,

Christian Holt  
Operating Practices Staff Director