The Florida Department of Transportation, along with a limited number of other states, requires transit agencies to investigate incidents that affect bus safety to determine their causes and recommend corrective actions. In addition, the Federal Transit Administration Model Transit Bus Safety and Security Program provides some guidance for investigating and tracking bus transit accidents, or incidents. Although transit agencies are responsible for establishing their own investigation and reporting procedures, the investigative methods and data gathered have been inconsistent across agencies. In small, rural transit agencies, investigations of security and safety incidents are either conducted informally or on a limited basis, whereas larger transit agencies may require a more comprehensive investigation.

The Center for Urban Transportation Research (CUTR) at the University of South Florida has developed the Bus Transit Incident Investigation Toolbox to assist agencies with transit incident investigations. This toolbox provides transit systems with an overview of the procedures and guidelines necessary for conducting transit incident investigations. The toolbox contains a set of detailed case studies, as well as a variety of tools and resources to assist transit agencies in investigating incidents. The toolbox also contains the monthly publication Transportation Safety Institute (TSI) on Transit, which provides a comprehensive guide to investigating bus transit incidents, including step-by-step procedures and case studies involving various types of incidents, such as accidents, crashes, and near misses. The toolbox also includes a safety data acquisition and analysis database that provides a valuable resource for agencies seeking to improve their incident investigation procedures.

The toolbox and the database can be acquired through the Safety Data Acquisition & Analysis portion of the Transit Bus Safety Resource Guide website.

The toolbox and the database are available on the internet through the Transit Bus Safety Resource Guide, [http://www.cutr.usf.edu/bussafety/investigation3.html](http://www.cutr.usf.edu/bussafety/investigation3.html). This website also makes available many other useful resources, including a copy of the Transportation Safety Institute publication, Guidelines for Recordability, to assist transit agencies in determining the recordability or preventability of incidents. Other resources include samples of policies, procedures, and forms that can be used in incident investigation.

The toolbox does not replace existing federally offered training courses. It is intended to help transit systems implement and comply with state requirements and best practices for bus transit incident investigation.

Project Manager: Mike Johnson, Public Transportation Office, [jamesmike.johnson@dot.state.fl.us](mailto:jamesmike.johnson@dot.state.fl.us)
Principal Investigator: Deborah Sapper, University of South Florida, [sapper@cutr.usf.edu](mailto:sapper@cutr.usf.edu)