



Transportation
Security
Administration

ACTION

MEMORANDUM FOR: Eddie D. Mayenschein
Assistant Administrator
Office of Security Policy and Industry Engagement

FROM: Sonya Proctor/s/
Director, Surface Division
Office of Security Policy and Industry Engagement

SUBJECT: Technical Updates to the Rail Security Coordinator Guidance

Purpose

The purpose of this Action Memo is to seek OSPIE senior leadership approval for technical updates to the existing Rail Security Coordinator Guidance documents.

Background

Pursuant to 49 CFR 1580.101 and 49 CFR 1580.201, covered entities are required to designate and report to the Transportation Security Administration (TSA), a Rail Security Coordinator (RSC) and at least one Alternate RSC to be available to TSA on a 24-hour basis.

Discussion

The Surface Division has updated the Rail Security Coordinator Guidance by conducting a technical formatting of this document to ensure document consistency among the Freight Rail and the Mass Transit and Passenger Rail modes. The Division changed the title of the guidance from "Rail Security Coordinator Reporting Guidance" to "Rail Security Coordinator Designation Guidance", which the division believes better reflects the intent of the guidance. A small change was made for Freight Rail Carriers, and Hazardous Materials Shippers and Receiver RSCs that are responsible for multiple subsidiary railroads or plant sites.

Recommendation

Issue the revised Rail Security Coordinator Guidance for the Mass Transit and Passenger Rail, and Freight Rail Modes.

Approve/date  04 MAY 17 Disapprove/date _____

Modify/date _____ Needs discussion/date _____



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MEMORANDUM

To: Freight Rail Carriers, Hazardous Material Shippers and Receivers

Date: May 04, 2017

Re: 49 CFR 1580.101

In accordance with 49 CFR 1580.101, the Transportation Security Administration (TSA) hereby issues a revised version of the Rail Security Coordinator Reporting Guidance. The Rail Security Coordinator Designation Guidance replaces the Rail Security Coordinator Reporting Guidance.

The revised guidance differs from the original guidance in the following areas:

- Change in title terminology from "reporting" to "**designation**";
- Added the option for a regulated party with an RSC that is responsible for multiple subsidiary railroads or plant sites to include the name of all railroads or identify all the plant sites as appropriate as part of one e-mail or postal mail notification to TSA instead of a separate notification for each affected railroad or plant (Section 1).

If you have questions, please contact a Freight Railroad Representative at FreightRailSecurity@tsa.dhs.gov.

Enclosures:

Rail Security Coordinator Designation Guidance
(For Freight Rail Carriers, Hazardous Material Shippers and Receivers)



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Rail Security Coordinator Designation Guidance

(For Freight Rail Carriers, Hazardous Materials Shippers and Receivers)

Pursuant to 49 CFR 1580.101, covered entities are required to designate and report to the Transportation Security Administration (TSA) a Rail Security Coordinator (RSC) and at least one Alternate RSC, to be available to TSA on a 24-hour per day basis. The RSC and Alternate RSC will serve as the primary contact for receipt of intelligence information and other security-related activities.

Covered entities consist of the following:

- Each freight railroad carrier that operates rolling equipment on track that is part of the general railroad system of transportation;
- Each rail hazardous materials shipper;
- Each rail hazardous materials receiver located within a High Threat Urban Area (HTUA);
- Each freight railroad carrier hosting the passenger operations described in 49 CFR 1580.1(a)(4); and
- Each operator of private cars, including business/office cars and circus trains, on or connected to the general railroad system of transportation, when notified by TSA in writing, that a threat exists concerning that operation.

Covered entities can notify TSA of their rail security coordinator(s) in one of two ways:

1) RSC information can be e-mailed to TSA at FreightRailSecurity@tsa.dhs.gov, and include the following information:

- For each RSC and alternate RSC:
 - Full name
 - Title
 - Mailing address
 - Name of the railroad or facility for which the RSC is responsible. (For fixed facilities include the address of the facility)
 - If the RSC is responsible for multiple subsidiary railroads or multiple plant sites, covered entities have the option to include the names of all railroads or identify all of the plant sites as appropriate in a single notification to TSA instead of multiple ones.
 - Phone numbers (primary office, mobile, 24 hour contact, and fax if applicable)
 - E-mail address
- Phone number that TSA can call to obtain RSSM car location and shipping information, as required by 49 CFR 1580.103

2) The RSC information can also be submitted to TSA via postal mail by sending a letter to:

Transportation Security Administration
Office of Security Policy and Industry Engagement
Surface Division, TSA-28
(Freight Rail RSC Update)
601 South 12th Street
Arlington, VA 20598-6028

Pursuant to 49 CFR 1580.101, covered entities are required to notify TSA within seven calendar days when any of the above RSC information changes. Changes can be sent to TSA via FreightRailSecurity@tsa.dhs.gov.

See 49 CFR 1580.101 for detailed information

Example RSC Submission via Email

From: Joe Smith [JSmith@pacwesternrr.com]
Sent: Wednesday, March 1, 2017 9:30AM
To: FreightRailSecurity [freightrailsecurity@tsa.dhs.gov]
Subject: RSC Information for Pacific and Western Railroad

Rail Security Coordinator
Joe M. Smith, Vice President of Safety and Security
Pacific and Western Railroad
4321 Acme Drive Fort Worth, TX 76101
(123) 456-7890 office
(123) 456-0987 facsimile
(123) 456-7809 cellular, sms enabled
jsmith@pacwestern.com

Alternate RSC
Bob E. Jones, Manager, Safety and Security
Pacific and Western Railroad
4321 Acme Drive Fort Worth, TX 76101
(123) 456-8970 office
(123) 456-0879 facsimile
(123) 456-9078 cellular, sms enabled
bjones@pacwestern.com

24 Hour Contact Phone (123) 456-7098

(This number calls into the Chief Dispatcher's office and is monitored 24/7.)

RSSM Railcar location information phone: (123) 456-7098