

## What is the Confidential Close Call Reporting System (C<sup>3</sup>RS)?

The Confidential Close Call Reporting System (C<sup>3</sup>RS) is a partnership between the National Aeronautics and Space Administration (NASA), the Federal Railroad Administration (FRA), participating carriers, and labor organizations. It is designed to improve railroad safety by collecting and studying reports detailing unsafe conditions and events in the railroad industry. Employees will be able to report safety issues or “close calls” with confidentiality and without fear of discipline.

## Why NASA?

NASA has administered a similar and very successful program, the Aviation Safety Reporting System (ASRS), since 1976 and has received over 900,000 reports from the aviation community without ever violating a reporter’s confidentiality. NASA is an independent, respected research organization that does not have a regulatory or enforcement interest. It therefore can serve as an objective, trustworthy honest broker of reports submitted by frontline personnel in the railroad industry.

### Need More Information?

More NASA program information including contact information is available through the C<sup>3</sup>RS website at <http://c3rs.arc.nasa.gov>.

For any questions regarding your C<sup>3</sup>RS territory boundaries and protections, please see a member of your local C<sup>3</sup>RS Peer Review Team (PRT) or refer to your governing IMOU.



NASA Confidential Close Call  
Reporting System

P.O. Box 177  
Moffett Field, CA 94035-0177

<http://c3rs.arc.nasa.gov>



CONFIDENTIAL CLOSE CALL  
REPORTING SYSTEM



## C<sup>3</sup>RS Reporters are Protected

FRA and participating carriers have agreed to offer people who report to C<sup>3</sup>RS two important guarantees: confidentiality and protection from discipline. These organizations are offering these guarantees in exchange for potential life saving information obtained through C<sup>3</sup>RS reporting. NASA removes all personal names and other identifying information before entering reports into its database.

## Reporting to C<sup>3</sup>RS Will Benefit You

In addition to the discipline protection provisions associated with C<sup>3</sup>RS, people who report benefit from knowing that they are helping to improve railroad safety for themselves, their co-workers and the general public. People who report to C<sup>3</sup>RS will also gain an increased understanding of the factors contributing to safety incidents.

## What is Considered a Close Call?

A close call is any condition or event that has the potential for more serious safety consequences. Reporting close calls provides the opportunity to develop improved safety practices using information from reported events or conditions. Examples of a close call would include, but are not limited to, a train in dark territory exceeding its limits, a train missing a temporary speed restriction, or a train striking a derail without derailing.

## How is the C<sup>3</sup>RS Form Used?

The C<sup>3</sup>RS form consists of three parts:

The image shows a sample of the C<sup>3</sup>RS Transportation Form, which is divided into three main sections labeled A, B, and C. Section A, titled 'Report Form Return Receipt', includes fields for 'REPORTER NAME', 'ADDRESS', 'CITY', 'STATE', and 'ZIP', along with checkboxes for 'I checked here for you to check your de-identified report with your appropriate Peer Review Team (PRT)'. Section B, titled 'General Information', contains various checkboxes for 'INCIDENT TYPE', 'TYPE OF INCIDENT', 'TYPE OF EQUIPMENT', 'TYPE OF TRAIN', 'TYPE OF SERVICE', 'TYPE OF LOCATION', 'TYPE OF WEATHER', 'TYPE OF TIME OF DAY', 'TYPE OF TIME OF YEAR', 'TYPE OF TIME OF MONTH', 'TYPE OF TIME OF WEEK', 'TYPE OF TIME OF DAY', 'TYPE OF TIME OF YEAR', 'TYPE OF TIME OF MONTH', 'TYPE OF TIME OF WEEK'. Section C, titled 'Narrative', is a large text area for describing the incident. The form is dated 'NASA ARC 0177 (January 2011)' and 'Page 1 of 1'.

### Report Form Return Receipt

NASA may use the contact information in the Return Receipt (ID Strip) to get in touch with you if additional information about the event is needed. The ID Strip will be mailed to you as proof that your report has been received and NASA does not retain any personal information provided on the ID Strip. You may need to show the ID strip to your company if requested, so keep it in a safe location.

### General Information

This section asks for background information about your position, experience and general event characteristics.

### Narrative

This is a section for writing what happened in your own words, and any safety lessons you may have learned from the experience. The back of the form provides additional space for the narrative.

## How to Submit a C<sup>3</sup>RS Report

### Electronic Report Submission (ERS):

Open the C<sup>3</sup>RS website at <http://c3rs.arc.nasa.gov> to fill out and securely submit your C<sup>3</sup>RS report online to NASA.

### Download and Print:

A report form may be downloaded from the C<sup>3</sup>RS website, filled out on your computer and printed (or printed and filled out by hand). Place the completed form in an envelope, affix proper postage, and send to the NASA address below:

NASA Confidential Close Call Reporting System  
P.O. Box 177  
Moffett Field, CA 94035-0177

### Official Paper Copies:

Paper copies of the C<sup>3</sup>RS report form can be found in convenient locations such as crew rooms and yard offices. Official legal size copies of the C<sup>3</sup>RS form are postage free and preaddressed. Just fold the form, tape the edge and mail it. Or, you may contact NASA's Confidential Close Call Reporting System office at the P.O. Box address listed in this brochure to request your free copies of the report form.

report  
and you can  
improve safety

