

District Personnel Manual Bulletin No. 12-322

Effective Date	Expiration Date	Related DPM Chapters
July 12, 2016	July 31, 2016	12

i NOTE: As there is a chance of modifications to SafeTrack scheduling by Metro, District government employees are encouraged to continually monitor WMATA's website (<http://www.wmata.com/rail/safetrack.cfm>) for scheduling updates.

Overview

July continues Metro’s SafeTrack initiative with Surges 4 and 5. During these next Surges, Metro will focus on the Blue and Yellow lines (Reagan National Airport to Pentagon City) from July 12, 2016 through July 18, 2016 (Surge 4) and the Orange and Silver lines from July 20, 2016 through July 31, 2016 (Surge 5). This DPM bulletin is being issued to assist employees as they work to plan alternate commutes, and keep them abreast of this effort through these communications.

In this Bulletin

Metro’s SafeTrack.....1
 Surge 4 – Pentagon City to Reagan National2
 Weekday and Weekend Service Changes (Surge 4): 2
 Surge 5 – East Falls Church to Ballston.....2
 Weekday and Weekend Service Changes (Surge 5): 3
 Personnel Impacted by SafeTrack.....3
 Employees 3
 Supervisors/Managers 3
 Surge Schedule3
 Additional Information4

Metro’s SafeTrack

1. SafeTrack is allotting Metro the needed time to complete repairs on its 40-year old rail system, ultimately accelerating three years' worth of work into approximately one year.
2. While they are approaching the start of Surges 4 and 5, the initiative itself includes a total of 15 safety surges during a year-long period, and expands maintenance time on weeknights, weekends, and during midday hours.

Surge 4 – Pentagon City to Reagan National

Track repairs for Surge 4 are scheduled for July 12th through 18th on the Blue and Yellow lines. The line segment between National Airport and Pentagon City will be shut-down during this period. Employees should expect significant delays at the following stations during Surge 4:

Blue	Yellow
Franconia-Springfield 	Pentagon City 
Van Dorn Street 	Pentagon 
King Street 	Huntington 
Braddock Road 	Eisenhower Avenue 
National Airport 	L'Enfant Plaza 
Crystal City 	

Following is a synopsis of some of the service changes during Surge 4. For additional information, employees must contact Metro directly (refer to “Additional Information” section in this bulletin.)

Weekday and Weekend Service Changes (Surge 4):

Blue Line – Weekday	Yellow Line – Weekday
The Blue Line will operate in two segments:	The Yellow Line will operate in two segments:
<ul style="list-style-type: none"> Trains will run every 12 minutes between Franconia-Springfield and National Airport Trains will run every 12 minutes between Pentagon City and Largo 	<ul style="list-style-type: none"> Trains will run every 12 minutes between Huntington and National Airport Trains will run every 12 minutes between Pentagon City and Greenbelt
No trains will be running at any time between National Airport and Pentagon City. The Crystal City Station will also be closed.	
Weekend	
Weekend train frequencies may change to coordinate with other planned track work on the Metrorail system. Weekend service information is posted in the Alerts & Advisories section at www.wmata.com	

Surge 5 – East Falls Church to Ballston

Track repairs for Surge 5 are scheduled for July 20th through 31st on the Orange and Silver lines. These lines will continuously single track between East Falls Church and Ballston during this period. Employees should expect significant delays at the following stations during Surge 5:

Orange	Silver
Vienna 	Wiehle-Reston East 
Dunn Loring 	Spring Hill 
West Falls Church 	Greensboro 
Ballston 	Tysons Corner 
East Falls Church 	McLean 

Following is a synopsis of some of the service changes during Surge 4. For additional information, employees must contact Metro directly (refer to “Additional Information” section in this bulletin.)

Weekday and Weekend Service Changes (Surge 5):

Orange – Weekday	Silver Line – Weekday
<ul style="list-style-type: none"> Orange Line trains between Vienna and Ballston will operate every 18 minutes Additional Orange Line trains will operate between Ballston and New Carrollton only 	<ul style="list-style-type: none"> Silver Line trains will operate every 18 minutes
At 10:00 p.m. all trains will operate every 20 minutes.	

Personnel Impacted by SafeTrack

Employees

SafeTrack maintenance can significantly disrupt an employee's commute. Employees are encouraged to work with their managers and supervisors to adjust their commuting pattern, if possible. In an effort to determine alternatives that are available, employees are encouraged to review their agency's internal workplace flexibility opportunities (i.e. telework, compressed and flexible work schedule options). However, employees must understand that due to a variety of reasons (such as the scope and nature of work performed), not every agency will offer these scheduling options.

Supervisors/Managers

District government managers and supervisors must be patient and work collaboratively with employees to help alleviate any commuting challenges resulting from SafeTrack, while ensuring there are no disruptions to any District government services or operations. Consequently, as agencies maneuver through the year-long maintenance cycle, managers and supervisors must be aware of upcoming rail work, prepare sensible plans to assist impacted staff, and communicate those plans on an on-going basis.

Surge Schedule

Surge Schedule				
1	June 4 - 16	13 days		Continuous Single Tracking Ballston to East Falls Church
2	June 16 - July 3	16 days		Line Segment Shutdown Eastern Market to Minnesota Ave/Benning Road
3	July 5 - 11 <small>STARTS ON JULY 5</small>	7 days		Line Segment Shutdown Reagan National Airport to Braddock Road
4	July 12 - 18	7 days		Line Segment Shutdown Reagan National Airport to Pentagon City
5	July 20 - 31	12 days		Continuous Single Tracking Ballston to East Falls Church
6	August 1 - 7	7 days		Continuous Single Tracking Takoma to Silver Spring
7	August 9 - 18	10 days		Continuous Single Tracking Shady Grove to Twinbrook
8	August 20 - September 5	17 days		Continuous Single Tracking Franconia-Springfield to Van Dorn Street
9	September 9 - October 20	42 days		Continuous Single Tracking Vienna to West Falls Church
10	October 10 - November 1	23 days		Line Segment Shutdown Fort Totten to NoMa-Gallaudet
11	November 3 - 11 <small>STARTS ON NOV 3</small>	9 days		Continuous Single Tracking East Falls Church to West Falls Church
12	November 12 - December 6	25 days		Continuous Single Tracking Greenbelt to College Park
13	December 7 - 24 <small>STARTS ON DEC 7</small>	18 days		Line Segment Shutdown Rosslyn to Pentagon
14	January 2 - 13 & January 23 - February 3 * <small>STARTS ON JAN 23</small>	24 days		Continuous Single Tracking Braddock Road to Huntington/Van Dorn Street
15	March 6 - 19	14 days		Continuous Single Tracking East Falls Church to West Falls Church

* Note: No track work during Inauguration Week (Jan 15-21)

NOTE: INFORMATION SUBJECT TO CHANGE. VISIT WMATA.COM/SAFETRACK FOR UPDATES.

Additional Information

In addition to communications sent to District government agencies thus far, as well as the information available on DCHR's website, a DPM instruction concerning flexible scheduling options (i.e. telework, compressed work schedule, etc.) will be issued. The instruction will be distributed to agency Human Resource Advisors for dissemination to agency employees.

For detailed information and updates relating to Metro's SafeTrack, access their website as shown in the "Note" on page 1 (above).



Ventris C. Gibson, Director