

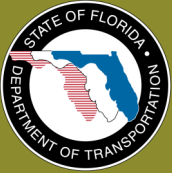
FTA'S QUALITY ASSURANCE AND QUALITY CONTROL GUIDELINES

March 5 6, 2012

Tampa, Florida



This National Transit Institute (NTI) training course is sponsored by the Florida Department of Transportation's Florida Statewide Transit Training and Technical Assistance Program.



Center for Urban Transportation Research
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Visit www.transitoperations.org
for upcoming events and
transit training.

The National Transit Institute at Rutgers and the Center for Urban Transportation Research, in cooperation with the Florida Department of Transportation, is offering the **FTA's Quality Assurance and Quality Control Guidelines** training course. The 2-day training will be held on March 5-6, 2012 from 8:30 am-5:00 pm daily in Tampa, Florida and offers 1 CEU. A registration form is required to attend the course.

Course Description

To provide an overview of the essential components of quality assurance and quality control in transit agencies. This course will also review and expand upon the **FTA's Quality Assurance and Quality Control Guidelines: February 2002** and address the various perspectives for quality relative to capital development, transit operations, maintenance, or vehicle acquisition.

Course Topics

- An overview and definition of quality assurance and quality control
- The benefits of implementing a quality management system
- The components that comprise a quality management system
- Strategies to implement quality processes in at least one of the following areas: capital development, operations, management, and vehicle acquisition

Audience

This course will be offered to current and new transit professionals that engage in federally funded activities. It will be particularly beneficial for grantees, FTA staff, consultants, vendors and contractors.

Length of course

2 days

How to Register

To attend this course, submit a completed registration form to Molly Buffington via fax (813.974.5168) or email to buffington@cutr.usf.edu. Registrations are limited to 2 persons per agency. All registration forms must be signed by the attendee's manager/supervisor.

Fees

There are no fees to attend this training for the first 10 registrants who are employees of Florida's transit agencies. Once these 10 seats are filled, you may register directly through NTI at www.ntionline.com. For contractors, consultants, and non-USA Transportation or Government Agencies, a fee of \$300.00 will be applicable.

A confirmation with logistical information, lodging and course agenda will be forwarded via email to each registrant.

USF is an Equal Opportunity/Equal Access Institution. For disability accommodations, please contact Molly Buffington at 813.974.7810 a minimum of five (5) working days in advance to the training session. To review policies and procedures regarding the training programs visit [Transit Policies and Procedures](#).

Registration Form to Attend

FTA'S QUALITY ASSURANCE AND QUALITY CONTROL GUIDELINES

March 5-6, 2012 8:30 am—5:00 pm Tampa, Florida

Registration for the first 10 registrants will be accepted on a first-come, first-serve basis.
Registrants must be currently employed by a Florida public transportation agency.

REGISTRANT'S NAME _____

JOB TITLE _____

MAJOR DUTIES & RESPONSIBILITIES _____

EMPLOYER _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE (_____) _____ FAX (_____) _____

EMAIL _____

MANAGER'S NAME _____

MANAGER'S PH: (_____) _____ MANAGER'S EMAIL _____

MANAGER'S SIGNATURE: _____

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Cancellation/No-Show Policy—Registrants will be allowed one “no-show” per calendar year. It is our policy that if you can not attend a training course, that you notify us no less than three business days prior to the training start date or send a substitution. Substitutions—We are pleased to accept substitutions for our training sessions. It is the responsibility of the registrant to find a suitable substitute, and notify CUTR of the change. For additional information about registration policies and procedures, please visit [Transit Policies and Procedures](#).

Fax or email your registration to:

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Attn: Molly Buffington
University of South Florida
Tampa, FL 33620
(813) 974-5168 fax
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