



February 14, 2022

Dear valued SEPTA Contractors and Vendors:

SEPTA (the “Southeastern Pennsylvania Transportation Authority”) relies on the hard work of its employees, Contractors, and Vendors to develop safe and secure public transit services and projects. With your help, these services, and projects contribute to our region’s vitality.

When working with SEPTA, Contractors and Vendors must conduct themselves in a manner that fosters a safe and secure work environment. All SEPTA Contractors and Vendors are required to adhere to the below-referenced SEPTA Workplace Violence Policy at all times while on SEPTA property. This policy includes the prohibition of carrying firearms and other weapons on SEPTA property, which will henceforth become part of the contractual duty with SEPTA.

The policy regarding the prohibition of firearms and other weapons on SEPTA property provides the following:

Except as authorized by the General Manager (or designee) or expressly deemed exempt by virtue of the nature of their job in the course of their duties, no employee, agent, contractor, vendor, or other individual shall either use or possess any weapon while on SEPTA property or are otherwise in pursuit of SEPTA business.

A weapon includes, but is not limited to, any firearm; explosive or incendiary device; blackjack sandbag; metal/brass knuckles; non-work-related knife; razor or cutting instrument; or any other prohibited offensive weapon as defined under Section 908 of the Pennsylvania Crimes Code. (18 Pa. C.S. Section 908).

Contractors, subcontractors, and Vendors who violate the SEPTA Workplace Violence Policy face immediate termination, suspension, debarment, claims for damages, civil penalties, and criminal prosecution.

As SEPTA’s business partners, your companies are expected to communicate this policy, as well as SEPTA’s contractual expectations, to your principals and employees. Additionally, SEPTA Prime Contractors shall include an equivalent notification requirement in its Third-Party Agreements and shall require each Third-Party Participant to include an equivalent provision in its sub-agreements, so that such notification requirement will be binding on each party at every tier in all agreements.

If you have any questions regarding the above-referenced policy, or wish to report a violation of this policy, please contact SEPTA’s Assistant General Manager for Procurement at (215) 580-3345 or SEPTA’s Office of Inspector General at (215) 580-3797.

H. Andy Abdallah

A handwritten signature in blue ink, appearing to read "H. Andy Abdallah", is written over the typed name.

Assistant General Manager
Procurement, Supply Chain and DBE Division