

Request for Records Disposition Authority

Records Schedule Number DAA-0399-2013-0001
Schedule Status Approved

Agency or Establishment Federal Railroad Administration
Record Group / Scheduling Group Records of the Federal Railroad Administration
Records Schedule applies to Agency-wide
Schedule Subject Railroad Density Files
Internal agency concurrences will be provided No

Background Information The class I railroads voluntarily submit railroad density maps and data files on a yearly basis which are used as attributes to the 1:100k network (part of the Railroad Network System – RNS - N1-399-08-11)

Item Count

Number of Total Disposition Items.	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
2	1	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0399-2013-0001

Sequence Number	
1	Railroad Density Maps Disposition Authority Number: DAA-0399-2013-0001-0001
2	Railroad Density Data Files Disposition Authority Number: DAA-0399-2013-0001-0002

Records Schedule Items

Sequence Number											
1	<p>Railroad Density Maps</p> <p>Disposition Authority Number DAA-0399-2013-0001-0001</p> <p>Railroad density maps provide an indication of the routing patterns employed by each railroad and the demand for service along each track section. Records from 1994 to present are input into RNS and scheduled under GRS 4.3, Input Records, Output Records, and Electronic Copies, Item 020, Electronic input/source records.</p> <p>Final Disposition Permanent</p> <p>Item Status Active</p> <p>Is this item media neutral? No</p> <p>Explanation of limitation Item consists of cartographic materials, dating from 1960 to 1994, in hardcopy format. This will be a one time transfer.</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> <p>Disposition Instruction</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives immediately after schedule approval</p> <p>Additional Information</p> <p>First year of records accumulation 1960</p> <p>End year of records accumulation 1994</p> <p>What will be the date span of the initial transfer of records to the National Archives? From 1960 To 1994</p> <p>How frequently will your agency transfer these records to the National Archives? Unknown One-time transfer</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;"></th> <th style="width: 25%;">Estimated Current Volume</th> <th style="width: 25%;">Annual Accumulation</th> </tr> </thead> <tbody> <tr> <td>Electronic/Digital</td> <td></td> <td></td> </tr> <tr> <td>Paper</td> <td>2 Cubic feet</td> <td></td> </tr> </tbody> </table>			Estimated Current Volume	Annual Accumulation	Electronic/Digital			Paper	2 Cubic feet	
	Estimated Current Volume	Annual Accumulation									
Electronic/Digital											
Paper	2 Cubic feet										

Microform		
Hardcopy or Analog Special Media		

2

Railroad Density Data Files

Disposition Authority Number DAA-0399-2013-0001-0002

Printouts of Railroad density data sheets that are used to construct the density maps. Records from 1994 to present are input into RNS and scheduled under GRS 4.3, Input Records, Output Records, and Electronic Copies, Item 020, Electronic input/source records.

Final Disposition Temporary

Item Status Active

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Disposition Instruction

Cutoff Instruction End of calendar year

Retention Period Destroy 10 year(s) after cutoff

Additional Information

GAO Approval Not Required

Agency Certification

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
01/14/2013	Certify	Kim Toone	Records Management Officer	Department of Transportation - Federal Railroads Administration
12/11/2014	Submit for Concurrence	Jim Cassedy	Appraiser	National Archives and Records Administration - Records Management Services
12/11/2014	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - Records Management Services
12/11/2014	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
12/16/2014	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist