

Request for Records Disposition Authority

Records Schedule Number DAA-0406-2011-0001
Schedule Status Approved

Agency or Establishment Federal Highway Administration
Record Group / Scheduling Group Records of the Federal Highway Administration
Records Schedule applies to Major Subdivision
Major Subdivision Office of Innovative Program Delivery
Minor Subdivision Project Delivery Team
Schedule Subject Major Project Files - Federal-aid (HIN)
Internal agency concurrences will be provided No

Background Information The Office of Innovative Program Delivery (IPD) serves as a catalyst for change and offers a comprehensive suite of resources to assist the transportation community in considering innovative program delivery strategies. The office provides support and assistance with

The TIFIA Credit Program
Road Pricing
Project Finance
Public-Private Partnerships, and
Project Delivery

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

GAO Approval

Outline of Records Schedule Items for DAA-0406-2011-0001

Sequence Number	
1	Major Project Files Disposition Authority Number DAA-0406-2011-0001-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="368 405 629 441">Major Project Files</p> <p data-bbox="368 457 1158 489">Disposition Authority Number DAA-0406-2011-0001-0001</p> <p data-bbox="368 510 1514 800">These files are used to monitor and/or carry out Federal-aid highway projects approved and funded by the Agency. Criteria for major projects are identified on the site at http //www fhwa dot gov/ipd/. Files may include, but are not limited to, general correspondence, charts, brochures, articles, news releases, statistical data, notes, reports, regulations, project proposals, preliminary studies, justifications, approvals, specifications, designs, maps, drawings, financial documents, change orders, draft background material, questionnaires, summaries and other documents, and interim and final reports.</p> <p data-bbox="368 821 926 852">Final Disposition Temporary</p> <p data-bbox="368 873 860 905">Item Status Active</p> <p data-bbox="368 926 827 957">Is this item media neutral? Yes</p> <p data-bbox="368 978 811 1010">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 data-bbox="368 1125 678 1157">Disposition Instruction</p> <p data-bbox="368 1188 1290 1220">Cutoff Instruction Cut off files at the close of the project</p> <p data-bbox="368 1241 1248 1272">Retention Period Destroy 10 year(s) after <i>cut off</i>.</p> <p data-bbox="368 1314 670 1346">Additional Information</p> <p data-bbox="368 1367 959 1398">GAO Approval Not Required</p>

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
04/12/2011	Certify	Victor Wagher	Records Officer	Dept Of Transportation - Federal Highway Administration
09/07/2011	Submit for Concur rence	Ryan Morrone	Appraiser	National Archives and Records Administration - Records Management Services
09/07/2011	Concur	Laurence Brewer	for	National Archives and Records Administration - Records Management Services
09/15/2011	Concur	Julie Reaves	for	National Archives and Records Administration - National Records Management Program
09/20/2011	Approve	David Ferriero	Archivist of the Unite d States	Office of the Archivist - Office of the Archivist