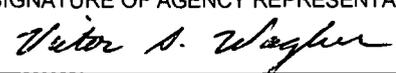


REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER N1-406-09-25	
TO: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 8/24/09	
1 FROM (Agency or establishment) U S Department of Transportation		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U S C 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2 MAJOR SUBDIVISION Federal Highway Administration			
3 MINOR SUBDIVISION Federal-Aid Divisions (Field Offices) – Highway Safety			
4 NAME OF PERSON WITH WHOM TO CONFER Victor S. Wagher	5 TELEPHONE NUMBER 202-366-6672	DATE 8/24/09	ARCHIVIST OF THE UNITED STATES 
6 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 on the attached <u>5</u> page(s) are not needed now for the business for this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE August 7, 2009	SIGNATURE OF AGENCY REPRESENTATIVE 		TITLE Records Officer
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	This schedule covers Highway Safety records of the Federal-Aid Divisions (field offices) of the Federal Highway Administration (FHWA) This schedule supersedes portions of SF 115 job number NC1-406-85-8, approved by the Archivist of the U S on November 13, 1986 Most records that were covered by NC1-406-85-8 have been transferred to the functional custody of the Federal Motor Carrier Safety Administration		

1	<p>Highway and Pedestrian Safety Files. Correspondence documenting the interpretation, administration, execution and general supervision of the FHWA, the National Highway Traffic Safety Administration (NHTSA), highway design, and pedestrian safety programs with the Divisions and various State agencies</p> <p>DISPOSITION Cut off at end of fiscal year Destroy 8 years after cutoff</p>	NC1-406-85-8/9	
2	<p>National Highway Traffic Safety Administration (NHTSA) Correspondence. Legislation affecting NHTSA, State legislation, accounting procedures, status of funds, project applications and related correspondence, reports, annual work program, evaluation data relative to the State and Community Highway Safety (402) Program, Highway Safety Plans, and Section 163- 08 BAC Incentive Program Files</p> <p>DISPOSITION Cut off at end of fiscal year Destroy 5 years after cutoff</p>	NC1-406-85-8/13	
3	<p>Highway Safety Commission Files Include correspondence, plans, and annual reports submitted to FHWA with planned program areas for highway safety funds State Highway Safety Commissions administer the States' highway safety grant program in accordance with the provisions of the Highway Safety Act of 1966 (Public Law 89-564) and amendments thereto, and Federal rules and regulations as may be adopted in implementation thereof The State highway safety program is designed to reduce traffic crashes and the resulting deaths, injuries and property damage</p> <p>DISPOSITION Cut off at end of fiscal year Destroy 8 years after cutoff</p>	New	
4	<p>Highway Safety Improvement Program Files Include correspondence and annual reports submitted by State Highway Safety Sections, per 23 USC 148 The overall purpose of this program under the Safe, Accountable, Flexible, Efficient Transportation Equity Act A Legacy for Users (SAFETEA-LU) is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads through the implementation of infrastructure-related highway safety improvements</p>	New	

5.	<p>DISPOSITION: Cut off at end of fiscal year. Destroy 8 years after cutoff</p> <p>Section 159 – Drug Offender’s Driver License Suspension Program Files. Include correspondence submitted by the States of their compliance with Section 159 of Title 23 U S C , Drug Offender’s Driver’s License Suspension Program, which relates to the revocation or suspension of drivers’ licenses of individuals convicted of drug offenses</p>	New	
6	<p>DISPOSITION: Cut off at end of fiscal year. Destroy 8 years after cutoff.</p> <p>Section 154/164 – Open Container/Repeat Offender Penalty Transfer Fund Files. Include correspondence regarding how penalty transfer funds will be spent in the States. Title 23, U S.C., Section 154/164 Penalty Funds Transfer, relates to the Open Container Requirements law and the Minimum Penalties for Repeat Offenders for Driving while Intoxicated or Driving Under the Influence Law.</p>	New	
7.	<p>DISPOSITION: Cut off at end of fiscal year. Destroy 8 years after cutoff</p> <p>Section 163 - .08 Blood Alcohol Concentration (BAC) Incentive Program Files. Include documents regarding Section 163 programs A new program of incentive grants (under Section 163 of chapter 1 of Title 23, U S C.) to encourage States to establish 0.08 percent BAC as the legal limit for drunk driving offenses A State may use these grant funds for any project eligible for assistance under Title 23</p>	New	
8.	<p>DISPOSITION: Cut off at end of fiscal year. Destroy 5 years after cutoff</p> <p>Safe Routes to School Files. Include contracts and other documents associated with the Federal Safe Routes to School (SRTS) Program. The SRTS Program empowers communities to make walking and bicycling to school a safe and routine activity once again. The Program makes funding available for a wide variety of programs and projects, from building safer street crossings to establishing programs that encourage children and their parents to walk and bicycle safely to school.</p>	New	

9.	<p>DISPOSITION: Cut off at end of fiscal year. Destroy 8 years after cutoff.</p> <p>High Risk Rural Roads Program Files. Include correspondence and documents concerning the High Risk Rural Roads Program (HRRRP), codified as 23 U.S.C §148 (f). The HRRRP is a component of the Highway Safety Improvement Program (HSIP) and supports road safety program efforts through the implementation of construction and operational improvements on high risk rural roads.</p> <p>DISPOSITION. Cut off at end of fiscal year Destroy 8 years after cutoff</p>	New	
10.	<p>Strategic Highway Safety Plans and Files. Include copy of the Strategic Highway Safety Plan (SHSP) as well as any Memorandums of Agreement between organizations or pertinent documents An SHSP is a major component and requirement of the HSIP. An SHSP is a statewide-coordinated safety plan that provides a comprehensive framework for reducing highway fatalities and serious injuries on all public roads. The SHSP is developed by the State DOT in a cooperative process with Local, State, Federal, and private sector safety stakeholders The SHSP is a data-driven, four to five year comprehensive plan that establishes statewide goals, objectives, and key emphasis areas and integrates the four E's - engineering, education, enforcement and emergency medical services (EMS) The purpose of an SHSP is to identify the State's key safety needs and guide investment decisions to achieve significant reductions in highway fatalities and serious injuries on all public roads. The SHSP allows all highway safety programs in the State to work together in an effort to align and leverage its resources. It also positions the State and its safety partners to collectively address the State's safety challenges on all public roads.</p> <p>DISPOSITION: Cut off at end of fiscal year. Destroy 8 years after cutoff</p>	New	
11	<p>Highway Rail Safety Program Files Include correspondence and policy changes pertinent to the Highway Rail Safety Program, Section 130, which emphasizes the importance of maintaining current and accurate highway-rail grade crossing inventories. Part of the FHWA's HSIP planning component requires States to:</p> <ul style="list-style-type: none"> • Maintain a "record of accidents, traffic, and 	New	

	<p>highway data, including railroad-highway grade crossings, the characteristics of both highway and traffic "</p> <ul style="list-style-type: none">• Have a process for determining "the relative hazard of public railroad-highway grade crossings based on a hazard index formula." <p>DISPOSITION: Cut off at end of fiscal year. Destroy 8 years after cutoff</p>		
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