

**REQUEST FOR AUTHORITY
 TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

TO: GENERAL SERVICES ADMINISTRATION,
 NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON 25, D. C.

1. FROM (AGENCY OR ESTABLISHMENT)

Department of Transportation

2. MAJOR SUBDIVISION

Federal Highway Administration

3. MINOR SUBDIVISION

All Field Units

4. NAME OF PERSON WITH WHOM TO CONFER

John A. Vlachos

5. TEL. EXT.

426-0534

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of _____ pages are proposed for disposal for the reason indicated: ("X" only one)

A The records have ceased to have sufficient value to warrant further retention.

B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

11/29/75
 (Date)

David H. Sumner
 (Signature of Agency Representative)

John A. Vlachos
 (Title)

| LEAVE BLANK | |
|--|--|
| DATE RECEIVED AUG 1 1975 | JOB NO. |
| DATE APPROVED | NC-406-76-2 |
| NOTIFICATION TO AGENCY | |
| In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10. | |
| 10-21-75 Date | <i>James B. Rhoads</i> Archivist of the United States |

| 7. ITEM NO. | 8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS) | 9. SAMPLE OR JOB NO. | 10. ACTION TAKEN |
|-------------|--|-------------------------------|------------------|
| 1 | Federal-Aid Project Plan Files a. Division Officer (1) For Interstate Systems Projects. (a) Title sheet. Typical cross-section sheets. Plan and profile sheets. Special layout sheets: Showing geometric features. Right-of-way maps. R.O.T. 9/26/75 Transfer to Federal Records Center at end of year in which final voucher is paid. Destroy 10 years thereafter. (b) Right-of-way maps. PERMANENT. Transfer to Federal Records Center at end of year in which final voucher is paid. Offer to the National Archives 10 years thereafter. | NN 162-80 Item 5a(1)(a) | |

Copies to Agencies + All Centers 10-23-75

1 item