
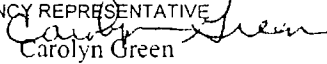


REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER NI-416-11-1	
To NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED Feb. 15, 2011	
1 FROM (Agency or establishment) Department of Transportation		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 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request, including amendments, is approved except for items that may be marked 'disposition not approved' or 'withdrawn' in column 10	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 National Highway Traffic Safety Administration			
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER	5 TELEPHONE	DATE 15 July 11	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 ___ page(s) are not now needed for the business of 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, G ^o is not required, G is attached, or G has been requested			
DATE 02/08/11	SIGNATURE OF AGENCY REPRESENTATIVE  Carolyn Green		TITLE Program Specialist/Records Manager
7 Item No	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 NHTSA (National Highway Traffic Safety Administration)			
3 MINOR SUBDIVISION Office of the Chief Information Officer, NPO-430			
4 NAME OF PERSON WITH WHOM TO CONFER Kevin Ball	5 TELEPHONE NUMBER 202 366 5649	DATE	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 _____ 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 type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE	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)
	<p style="text-align: center;">AIRBAG SYSTEM</p> <p>Effective January 1998, the National Highway Traffic Safety Administration implemented a program that that would allow 1) installation of aftermarket airbag control switches or 2) permanent deactivation of passenger vehicle airbags. An air bag ON-OFF switch allows either the driver or passenger frontal air bag in passenger cars and light trucks to be turned on and off in appropriate circumstances. Deactivation is a permanent solution, the airbag will always be inoperable. Only authorized dealers and repair shops can perform the required modifications.</p> <p>Vehicle owners can get authorization for a switch by filling out a request form and sending it to the agency. For deactivation, a letter is required with supporting documentation. There are strict criteria that must be met before permission is granted to deactivate. Requests for deactivations are granted on a case by case basis.</p> <p>Correspondence is submitted to the National</p>		

Highway Traffic Safety Administration (NHTSA) via a form from the website which must be printed out and submitted, or from a letter along with supporting documentation, such as a physician's statement Approval is granted by a letter from the NHTSA Chief Counsel's office, which the requestor then brings to an authorized auto shop or dealer If permission is granted for permanent disconnection, a sticker is placed on the vehicle If the disconnection is enabled by an On-Off switch, the auto shop or dealer installs the switch to the vehicle, which can be turned back on if the vehicle is sold

The program began in 1998, and will end in 2012, when all new vehicles will be required to contain smart airbags NHTSA developed a database to track vehicles with disconnected airbags, but it was retired in 2006 when funding was cut NHTSA is now developing a spreadsheet to track this information

Initially, Congress requested reports on the program, but no longer does so NHTSA produces weekly statistical reports on requests received and answered which are incorporated into the CIO's status reports and posted on the Agency's intranet

1

Inputs consist of letters and applications along with supporting documentation Information is entered manually into the database or spreadsheet

a Letters and applications tracked in electronic form

(1) Disposition Temporary Cut off at the end of the calendar year Destroy/delete 1 year after cutoff

b Letters and applications not tracked in electronic form

(2) Disposition Temporary Cut off at the end of the calendar year Destroy/delete 10 years after cutoff

2

Master files include information extracted from each application, such as vehicle identification number, name, city, and state of requestor, and reason for the request

(3) Disposition Temporary Cut off at the end of the calendar year Delete 10 years after cutoff

3 (4)	<u>Outputs</u> include Congressional and statistical reports Disposition Cut off at the end of the calendar year Destroy/delete 1 year after cutoff		
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