

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER NI-416-11-3	
To NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED 2/15/11	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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	ARCHIVIST OF THE UNITED STATES
		2/15/11	<i>[Signature]</i>
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,			
<input checked="" type="checkbox"/> is not required, G is attached, or G has been requested			
DATE 02/08/11	SIGNATURE OF AGENCY REPRESENTATIVE <i>Carolyn Green</i> 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7 Item No	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)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 N1-416-11-3	
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 (DOT)		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 (NHTSA)			
3 MINOR SUBDIVISION Office of Vehicle Safety Compliance (OVSC)			
4 NAME OF PERSON WITH WHOM TO CONFER Terry Anderson	5 TELEPHONE NUMBER (202) 366-6030	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 __6__ 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	SIGNATURE OF AGENCY REPRESENTATIVE Carolyn Green	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)
	Pursuant to NHTSA Order 132-8A, the Office of Vehicle Safety Compliance (OVSC) will implement the following plan with respect to the retention of records generated, received, and maintained by OVSC Note: Paper, film, microfiche, CD-ROM, and electronic records are all covered by this disposition schedule Public inspection of information. Except as provided in § 537 12, any person may inspect the information and data submitted by a manufacturer under this part in the docket section of the National Highway Traffic Safety Administration. Any person may obtain copies of the information available for inspection under this section in accordance with the regulations of the Secretary of Transportation in part 7 of this title		

1. Investigat Files (PE-Preliminary Evaluation; CI-Compliance Investigation)

Documents and information gathered by OVSC that are used to base decisions for investigations. Files contain correspondence with manufacturers, test and/or inspection results, closing reports, internal documentation. The files may also contain research studies, meeting notes, slides, photographs or other related material. Audiovisual materials are located in the supplemental information files which are maintained with the investigation file.

Disposition Temporary. Cut-off at the end of FY. Destroy 15 years after the date of the investigation resolution, or when no longer needed for business needs.

2. Corporate Average Fuel Economy Reports (Submissions per 49 CFR Parts 537)

Contains information related to manufacturer's vehicle product fuel economy, including manufacturer's bi-annual fuel economy values, described by model year, fleet, average fuel economy and sales information.

Disposition Temporary. Cutoff at the end of the FY. Destroy 5 years after cutoff, or when no longer needed for business needs.

3. Compliance Test Reports

Files contain test results, vehicle information, photographs and supporting documentation.

Disposition Temporary. Cutoff at the end of the FY. Destroy 15 years after cutoff, or when no longer needed for business needs.

4. Office Activity (OA) Files

Files contain letters, reports, summaries and other documentation relating to an event which does NOT warrant an investigation but is recorded for traceability

Disposition Temporary Cutoff at the end of the FY Destroy 5 years after cutoff, or when no longer needed for business needs

5. Vehicle Modifications for Persons with Disabilities (CFR Part 595)

Files contain information that identifies, and provides contact information for, businesses modifying vehicles to enable persons with disabilities to operate the vehicle, or ride as a passenger

(595.6 Modifier identification. (a) Any motor vehicle repair business that modifies a motor vehicle to enable a person with a disability to operate, or ride as a passenger in, the motor vehicle and intends to avail itself of the exemption provided in 49 CFR 595.7 shall furnish the information specified in paragraphs (a)(1) through (3))

Disposition Temporary Cutoff at the end of the FY Destroy 15 years after cutoff, or when no longer needed for business needs

6. Manufacturer registration submissions (49 CFR Part 566) and manufacturer VIN decoding submissions (49 CFR Part 565)

Files contain communication and registration submission from businesses that are authorized to produce vehicles and vehicle equipment for sale in the United States

Disposition Temporary Cutoff at the end of the FY. Destroy 25 years after cutoff, or when no longer needed for business needs

(566.1 Scope. This part requires manufacturers of motor vehicles and of motor vehicle equipment to which a motor vehicle safety standard applies, to submit identifying information and a description of the items they produce)

7 Automobi Parts Content Labeling Files (CFR Part 583)

Files contain correspondence with vehicle manufacturers pertaining to the value of domestic and foreign content in new vehicles produced for sale in the United States

Disposition Temporary Cutoff at the end of the FY Destroy 15 years after cutoff, or when no longer needed for business needs

8. Test Vehicles Purchase and Disposal Files

Files contain documents and information relating to the purchase, delivery, transfer and disposal of vehicles acquired for compliance testing

Disposition Temporary Cutoff at the end of the FY Destroy 5 years after cutoff

9. Nonconforming vehicle eligibility petition (49 CFR Part 593) records

Files that contain correspondence with Registered Importers, manufacturers, test and/or inspection results, and internal documentation The files may also contain research studies, meeting notes, slides, photographs or other related material

Disposition. Temporary Cutoff at the end of the FY Destroy 25 years after cutoff, or when no longer needed for business needs

10. Vehicle statements of conformity (49 CFR Part 592)

Files that contain correspondence with Registered Importers, manufacturers, test and/or inspection results, and internal documentation The files may also contain research studies, meeting notes, slides, photographs or other related material

Disposition Temporary Cutoff at the end of the FY. Destroy 25 years after cutoff, or when no longer needed for business needs

11. Registered importer registration (49 CFR Part 592) and associated documentation

Files that contain correspondence with Registered Importers, inspection results and internal documentation. The files may also contain research studies, meeting notes, slides, photographs or other related material.

Disposition Temporary Cutoff at the end of the FY. Destroy 10 years after cutoff, or when no longer needed for business needs.

~~12. Motor Vehicle Importation Information (MVII); including PCI and "Blue Books" data.~~

~~Files that contain U.S. entry and conformity data for imported vehicles and equipment.~~

~~**Disposition** Temporary Cutoff at the end of the FY. Destroy 25 years after cutoff, or when no longer needed for business needs. Previously scheduled by N1-416-09-1. Removed from schedule September 18, 2013.~~

13. Vehicle importation permission letters (49 CFR Part 591): HS-7 Box 7, Box 8, Box 10 and Box 13.

Files that contain correspondence with registered importers, manufacturers, test and/or inspection results, and internal documentation. The files may also contain research studies, meeting notes, slides, photographs or other related material.

Disposition Temporary Cutoff at the end of the FY. Destroy 5 years after cutoff or when no longer needed for business needs.

14. Show or display (49 CFR Part 591) files

Files that contain correspondence with importers, manufacturers, test and/or inspection results, and internal documentation. The files may also contain research studies, meeting notes, slides, photographs or other related material.

Disposition Temporary Cutoff at the end of the FY. Destroy 25 years after cutoff, or when no longer needed for business needs.

15. Replacement DOT bond release letters (49 CFR Part 591 and Part 592)

Files that contain correspondence with Registered Importers, manufacturers, test and/or inspection results, and internal documentation. The files may also contain research studies, meeting notes, slides, photographs or other related material.

Disposition Temporary Cutoff at the end of the FY. Destroy 5 years after cutoff, or when no longer needed for business needs.

16. New Tire and Tire Retread registration submissions (49 CFR Parts 574.6)

Files that contain registration submissions, including contact, plant and product information. Also includes unique manufacturer identification mark from businesses that are authorized, and seek authorization to produce motor vehicle tires for sale in the United States.

Disposition Temporary Cutoff at the end of the FY. Destroy 15 years after cutoff, or when no longer needed for business needs.

17. Brake Hose registration submissions (49 CFR Part 571.106).

Files that contain registration submissions, including contact, plant and product information. Also includes unique manufacturer identification mark from businesses that are authorized, and seek authorization to produce motor vehicle brake hoses for sale in the United States.

Disposition Temporary Cutoff at the end of the FY. Destroy 15 years after cutoff, or when no longer needed for business needs.

18. Glazing Materials submissions (49 CFR Part 571.205).

Files that contain registration submissions, including contact, plant and product information. Also includes unique manufacturer identification mark from businesses that are authorized, and seek authorization to produce glazing for motor vehicles and motor vehicle equipment sold in the United States.

Disposition Temporary Cutoff at the end of the FY. Destroy 15 years after cutoff, or when no longer needed for business needs.