

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIRA)
 WASHINGTON, DC 20408

1. FROM (Agency or establishment)
National Highway Traffic Safety Administration

2. MAJOR SUBDIVISION
Research and Development

3. MINOR SUBDIVISION
National Center for Statistics and Analysis

4. NAME OF PERSON WITH WHOM TO CONFER
Christina Morgan

5. TELEPHONE
202 366-0183

LEAVE BLANK (NARA use only)

JOB NUMBER NI-416-95-8

DATE RECEIVED 5-31-95

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE 7/7/95 ARCHIVIST OF THE UNITED STATES
John W. Paul

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 1 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,

is not required; is attached; or has been requested.

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
<u>4-24-95</u>	<i>Edward R. Kouss</i>	Records Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	See attached description and proposed disposition of the Georgia State Accident Data Files and Documentation.		

Copies sent to agency, NNE, NNT, NSX, N/A 7/19/95

REQUEST FOR RECORDS DISPOSITION AUTHORITY—CONTINUATION

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Job Number _____

ITEM DESCRIPTION OF ITEM & PROPOSED DISPOSITION
NO.

1. **GEORGIA STATE ACCIDENT DATA.** One of a collection of 27 states police reported accident data. Each state provides a census of all police accident reports, annually. The State Data are used to support National Highway Traffic Safety Administration's (NHTSA) identification of traffic safety problems, development and implementation of vehicle and driver countermeasures, and evaluation of motor vehicle safety standards.

State police, local police, sheriffs and other enforcement officers in Georgia fill out a Police Accident Report (PAR) for each motor vehicle accident resulting in \$250.00 worth of property damage, a personal injury, or a fatality. They record environmental and road conditions and accident, vehicle, and occupant characteristics. NHTSA obtains the data from the Georgia State Patrol Headquarters, Accident Report Section.

YEARS AVAILABLE: 1976 & thereafter.

ARRANGEMENT STATEMENT: No special arrangement.

STATEMENT OF RESTRICTIONS: There are no restrictions.

CURRENT VOLUME: 10 cartridges and 14 tapes.

ESTIMATE OF ANNUAL ACCUMULATION: 1 tape.

DISPOSITION: Permanent. Cutoff annually. Transfer to the National Archives 12 months after the cutoff.

2. **GEORGIA STATE ACCIDENT DATA DOCUMENTATION.** File specification, user's manual, codebooks, record layouts, Police Accident Report (PAR), and coding instructions submitted by the state with its data.

YEARS AVAILABLE: Two instruction manual and three file layouts exist. The file layout dated March 14, 1975 can be used with 1976-1983 data, the file layout dated May 19, 1987 can be used with 1984-1988 data, and the file layout that came with 1989 data can be used with 1989-1993 data.

ARRANGEMENT STATEMENT: No special arrangement.

STATEMENT OF RESTRICTIONS: There are no restrictions.

CURRENT VOLUME: One inch.

ESTIMATE OF ANNUAL ACCUMULATION: One quarter of an inch.

DISPOSITION: Permanent. Transfer copy of documentation with the data. Transfer updates and changes annually with subsequent transfer of the data.