

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER NI-467-93-3	DATE RECEIVED 9-5-93
1. FROM (Agency or establishment) DEPARTMENT OF TRANSPORTATION		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Research and Special Programs Administration		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Office of Hazardous Materials, Planning and Analysis			
4. NAME OF PERSON WITH WHOM TO CONFER Sadie Willoughby	5. TELEPHONE (202) 366-4555	DATE 9-7-93	ARCHIVIST OF THE UNITED STATES <i>Audy Huskamp Peterso</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 2 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 7/22/93	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	TITLE Sup. Services Specialist
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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 GRS OR SUPERSEDED JOB CITATION	10.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 Hazardous Materials Incident Reporting System and Documentation.		

*Copies sent to Agency, NN-W, NNT, NSX 9/25/93*

REQUEST FOR RECORDS DISPOSITION AUTHORITY--CONTINUATION

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DESCRIPTION OF ITEM & PROPOSED DISPOSITION

ITEM NO.

1. HAZARDOUS MATERIALS INCIDENT REPORTING SYSTEM (HMIRS). The Hazardous Materials Incident Reporting System (HMIRS) was established in 1971 to meet the requirements of the Hazardous Materials Control Act of 1970. HMIRS contains information on unintentional hazardous materials releases, during transportation, that have been reported to the Department of Transportation (DOT) since 1971. This report contains company information, materials spilled, quantity released, when and where the incident occurred, etc.

HMIRS is one of five sub-systems of the Hazardous Materials Information System (HMIS).

INCLUSIVE DATES: January 1971 and thereafter.

ARRANGEMENT STATEMENT: There is no special arrangement.

STATEMENT OF RESTRICTIONS: No Restrictions.

CURRENT VOLUME: 2 Reels.

ESTIMATE OF ANNUAL ACCUMULATION: 2 Reels.

DISPOSITION: PERMANENT. Cutoff at the end of the calendar year. Transfer to the National Archives six months after the cutoff date. A copy of 1971 through 1991 files will be transferred 1 month after NARA notifies RSPA of approval of the schedule.

REQUEST FOR RECORDS DISPOSITION AUTHORITY--CONTINUATION

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2. HAZARDOUS MATERIALS INCIDENT REPORTING SYSTEM (HMIRS) DOCUMENTATION. Systems specifications, file specifications, code books, record layout, user guides, output specifications, and final reports (regardless of medium) relating to the HMIRS file.

INCLUSIVE DATES: January 1971 and thereafter.

ARRANGEMENT STATEMENT: There is no special arrangement.

STATEMENT OF RESTRICTIONS: No Restrictions.

CURRENT VOLUME: Less than 1 cubic feet.

ESTIMATE OF ANNUAL ACCUMULATION: Less than 1 cubic feet.

DISPOSITION: PERMANENT. Copies of the documentation will be transferred with the HMIRS file. Updates and changes will be transferred annually with subsequent transfers of the HMIRS files.