Request for Records Disposition Authority Records Schedule: DAA-0406-2013-0001

Request for Records Disposition Authority

Records Schedule Number

DAA-0406-2013-0001

Schedule Status

Approved

Agency or Establishment

Federal Highway Administration

Record Group / Scheduling Group

Records of the Federal Highway Administration

Records Schedule applies to

Major Subdivsion

Major Subdivision

Office of Innovative Program Delivery

Schedule Subject

Project Files

Internal agency concurrences will

No

be provided

Background Information

New schedule items; previously unscheduled.

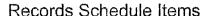
Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items		Number of Withdrawn Disposition Items
2	0	2	0

GAO Approval

Outline of Records Schedule Items for DAA-0406-2013-0001

Sequence Number	
1	Special Experimental Project 15 (SEP-15) Files Disposition Authority Number: DAA-0406-2013-0001-0001
	Test and Evaluation Project (TE-045) Files Disposition Authority Number: DAA-0406-2013-0001-0002



Sequence	Number
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1

Special Experimental Project 15 (SEP-15) Files

Disposition Authority Number

DAA-0406-2013-0001-0001

The SEP-15 process enables FHWA to identify and evaluate new public-private partnership approaches to project delivery. Via SEP-15, State DOTs can propose non-traditional methods of contracting, environmental compliance, right-of-way acquisition, project finance, etc., for Federal-aid projects. If accepted, the FHWA provides temporary waivers of policy, guidance, regulation, or law in order to test and evaluate the proposed method for eventual adoption. The SEP-15 files consist of general correspondence, project proposals, application letters, justifications, approval letters, notes, background material, summaries, and reports both interim and final.

Final Disposition

Temporary

Item Status

Active

Is this item media neutral?

Yes

Do any of the records covered by this item currently exist in electronic format(s) other than email and word processing?

Yes

Do any of the records covered by this item exist as structured

No

electronic data?

Disposition Instruction

Cutoff Instruction

Cut off files at the close of the project.

Retention Period

Destroy 10 year(s) after cutoff.

Additional Information

GAO Approval

Not Required

Test and Evaluation Project (TE-045) Files
Disposition Authority Number DAA-0406-20

DAA-0406-2013-0001-0002

The TE-045 process enables FHWA to identify and evaluate innovative approaches to financial management of the Federal-aid program. Via TE-045, State DOTs can propose alternative methods of cost allocation, reimbursement calculations, non-Federal financial matching requirements, etc., for the Federal-aid program. If accepted, the FHWA provides temporary waivers of policy, guidance, regulation, or law in order to test and evaluate the proposed method for eventual adoption. The TE-045 files consist of general correspondence, project proposals,



application letters, justifications, approval letters, notes, background material, summaries, and reports both interim and final.

Final Disposition

Temporary

Item Status

Active

Is this item media neutral?

Yes

Do any of the records covered by this item currently exist in

electronic format(s) other than email and word processing?

Yes

Do any of the records covered by this item exist as structured No

electronic data?

Disposition Instruction

Cutoff Instruction

Cut off files at the close of the project.

Retention Period

Destroy 10 year(s) after cutoff.

Additional Information

GAO Approval

Not Required





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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	Ву	Title	Organization
10/04/2012	Certify	Victor Wagher	Records Officer	Dept Of Transportation - Federal Highway Administration
05/21/2015	Submit for Concur rence	Jim Cassedy	Appraiser	National Archives and Records Administration - Records Management Services
05/26/2015	Concur	Margaret Hawkins	Director of Records Management Servic es	National Records Management Program - ACNR Records Management Serivces
05/27/2015	Concur	Laurence Brewer	Director, National R ecords Management Program	National Archives and Records Administration - National Records Management Program
05/27/2015	Approve	David Ferriero	Archivist of the Unite d States	Office of the Archivist - Office of the Archivist