

Request for Records Disposition Authority

Records Schedule Number DAA-0406-2014-0003

Schedule Status Approved

Agency or Establishment Federal Highway Administration

Record Group / Scheduling Group Records of the Federal Highway Administration

Records Schedule applies to Major Subdivision

Major Subdivision Office of Research, Development and Technology

Minor Subdivision Office of Operations R&D

Schedule Subject Research Data Exchange

Internal agency concurrences will be provided No

Background Information

The U.S. Department of Transportation's (USDOT's) Intelligent Transportation Systems/Joint Program Office (ITS JPO) is researching the use of mobile data communications in surface transportation to improve safety, mobility, and the environment. The effort includes multiple research projects, field tests, and demonstrations. In addition, many other organizations are also conducting research and tests in the same field. Data sets have been and continue to be collected and developed in all of these programs, but there was no single resource that collected and provided information about these data sets or provided access to them. The Research Data Exchange (RDE) provides such a resource.

The RDE is a core element of the ITS JPO's Data Capture and Management Program. The RDE is intended to support research, analysis, application development, and testing. As a research tool, it does not directly support operations of traffic management or other operational systems. However the concepts and lessons learned from the project will be useful in developing operational systems exploiting concepts of mobile communications and connected vehicles.

The RDE is a publicly accessible data portal through which registered users can access data sets and data feeds, organized into data environments, which are stored in the RDE. Unregistered users of the RDE may browse through the data environments or use an advanced search capability to find data sets and data feeds that contain specific types of information. Unregistered Users may also choose to register with the portal by completing a user profile located on the website.

Registered users may download data files, post comments about the files, and define projects to share information and collaborate with other users.

Research project owners may voluntarily submit information such as name, business organization, and research project information to be published for view by all registered users of the RDE.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
3	0	3	0

GAO Approval

Outline of Records Schedule Items for DAA-0406-2014-0003

Sequence Number	
1	Data Sets Disposition Authority Number: DAA-0406-2014-0003-0001
2	Website Management and Operations Records Disposition Authority Number: DAA-0406-2014-0003-0002
3	Research Project Pages Disposition Authority Number: DAA-0406-2014-0003-0003

Records Schedule Items

Sequence Number	
1	<p>Data Sets</p> <p>Disposition Authority Number DAA-0406-2014-0003-0001</p> <p>This item includes the data sets hosted on the website and all metadata and user documentation associated with those data sets. As of March 18, 2014, the data sets include roadway traffic-related data such as: • vehicle latitude, longitude, heading and speed • travel times on road segments • traffic signal timing plans • rail transit schedules • weather. Data providers include the Florida Department of Transportation, the University of Washington, Portland State University, Berkeley Transportation Systems, Inc., the National Center for Atmospheric Research, and the U.S. Department of Transportation's Office of the Assistant Secretary for Research and Technology.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p>Do any of the records covered by this item exist as structured electronic data? Yes</p> <p>Disposition Instruction</p> <p>Retention Period Destroy/delete when 5 years old or when no longer needed for business purposes, whichever is later.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>Website Management and Operations Records</p> <p>Disposition Authority Number DAA-0406-2014-0003-0002</p> <p>Policies, as stated on the website and/or as captured in the internal governance document, governing the behavior of website users and/or the website operator.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p>

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Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? **Yes**

Do any of the records covered by this item exist as structured electronic data? **No**

Disposition Instruction

Retention Period **Destroy/delete when 5 years old or when related web content records are deleted, whichever is later.**

Additional Information

GAO Approval **Not Required**

Research Project Pages

Disposition Authority Number **DAA-0406-2014-0003-0003**

Research project descriptions and electronic threaded discussions involving individual employees, ITS JPO contractors, and other website users.

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 e-mail and word processing? **Yes**

Do any of the records covered by this item exist as structured electronic data? **No**

Disposition Instruction

Cutoff Instruction **Cut-off threaded (take a snapshot of) electronic files at the end of the fiscal year.**

Retention Period **Destroy/delete 5 years 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	By	Title	Organization
03/27/2015	Certify	Victor Wagher	Records Officer	Dept Of Transportation - Federal Highway Administration
02/17/2016	Submit for Concurrency	Jim Cassedy	Appraiser	National Archives and Records Administration - Records Management Services
02/25/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
02/29/2016	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
03/02/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist