# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-406-09-013

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

This schedule is superseded by DAA-0406-2019-0003-0001.

Date Reported: 6/26/2020

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10 ACTION TAKEN	EDED 10B		6	AND PROPOSED DISPOSITION	DESCRIPTION OF ITEM	8	7 ITEM NO	
I	ords Office	Reco		before	With D. W	boor 's	June 39	
			SIGNATURE OF AGENC		DATE			
pə	been request	has		Is attached, or	ot required	u si 🖂		
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 5 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 Desiness for this agency or will not be needed after the retention periods specified; and that written concurrence from the Desiness for this agency or will not be provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,								
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OF THE UNITED STATES	ARCHIVIST		<b>3TA</b> Q	(202) 493-331 <i>5</i>	Н МНОМ ТО СОИГЕВ	TIW NOSA	4. NAME OF PER Carol Tan	
approved" or "withdrawn" in column 10			з миов su врічівтой Office of Research, Development, and Technology (HRT), Office of Safety R&D (HRDS)					
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			s menor subdivision (AWH7) rederal Highway Administration (AWH7)					
NOTIFICATION TO AGENCY			1 FROM (Agency or establishment) U.S. Department of Transportation (DOT)					
			8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001					
Date received				ADMINISTRATION	CHIAES & BECORDS	NAL AR	OITAN :OT	
71-406-09- № На мотеры № 1.				<b>ҮТІЯОНТИА ИОІТІ</b> З	ECOKDS DISPO	гов в	REQUEST	

### **Highway Safety Information System (HSIS)**

The Highway Safety Information System (HSIS) is a database that contains crash, roadway inventory, and traffic volume data for a select group of States and urban centers. Currently, the participating States are California, Illinois, Maine, Minnesota, North Carolina, Ohio, and Washington. Data are only collected for the roadway systems under State Department of Transportation (DOT) control (i.e., the "State system") except in Maine, where data on all roadways are included. The urban centers are Charlotte, North Carolina, and the Bangor Area Comprehensive Transportation System in Maine HSIS also contains historical data from Michigan and Utah DOTs.

HSIS uses data already being collected by States for managing the highway system and studying highway safety. The participating States voluntarily provide FHWA with the data with the condition that the data be used solely for furthering highway safety research that is to be published publicly. For any other use (e.ga, private use by a business), the data request is forwarded to the State, or permission is given by the State to HSIS staff to fulfill the request. HSIS data are used to support the FHWA safety research program and as input to program and policy decisions. HSIS data are also available to analysts conducting research under the National Cooperative Highway Research Program, university researchers, and others involved in the study of highway safety.

HSIS is a roadway-based system which provides quality data on a large number of accident, roadway, and traffic variables. HSIS contains only policereported accident data on the State-maintained highway system. Data for the original five HSIS States (Illinois, Maine, Michigan, Minnesota, and Utah) are available from 1985, while data for the newer HSIS States are available from 1991 (California and North Carolina), 1993 (Washington), and 1997 (Ohio). The data are acquired annually and processed into a common computer format (i.e., similar variables in different States are given the same name, but State-specific coding is retained), quality-control checked, documented, and prepared for analysis. The data does not reside on the Web. Data requests are made via the HSIS website (http://www hsisinfo org/). Extract files of the data are provided to the requesting researcher if the criteria noted above are met – the research is to be conducted in the general public interest and is intended

New

for publication in a scientific journal or other national publication Requests for an entire State's data files are directed to the specific State DOT in question.

# 1. Inputs.

HSIS currently receives data from seven State DOTs (California, Illinois, Maine, Minnesota, North-Carolina, Ohio, and Washington) and two urban-centers (Charlotte, North-Carolina, and the Bangor-Area Comprehensive-Transportation-System-in-Maine).- Data collected-include-electronic-files-of-State-Police accident-reports-as-well-as-roadway-inventories-and traffic flow data from the participating State-DOTs and local transportation departments. Crash-data-include only-those crashes that can be linked to specific route segments found-in-the-DOT-roadway-inventory-file. Crash-variables vary by State but include subsets of variables concerning the crash (e-g-, crash-type, location type, time of day, weather), each vehicle in the crash (e.g., vehicle maneuver prior to crash, vehicle type, damage sustained) and each driver and most occupants in each vehicle (e.g., age, gender, injury severity, occupant-restraint-use, alcohol-use). The roadway inventory data are captured in subfiles which also vary between States. All-States provide basic inventory on State-system-roadway-segments (e-g., number-of-lanes, shoulder-width-and-type, divided-or undivided, median type and width, estimated average daily traffic) and some provide data on roadway segment alignment (e.g., degree and length of horizontal curve, percent, length and direction of grade), intersection inventory (e.g., type of intersection, number of entering legs, traffic control type), ramp inventory (e.g., location and length of ramp, type of ramp) and miscellaneous inventory subfiles (e.g., location of rest areas on Interstate highways).

DISPOSITION—Destroy/delete when data have been entered into master file or database and verified, or when no longer needed to support reconstruction of, or serve as backup to, the master file or database, whichever is later.

#### 2. Master Files.

The verified data from all participating States as described in the Inputs. The data resides on an Oracle 11g server on Windows 2003 Operating System in Oracle's proprietary format. The data files from each State are organized into individual tables by TYPE of data and the YEAR. Following are the different tables.

GRS 20, Item 2c.

Note that all the States do not have all the tables

Accidents Vehicles Occupants Roadway
Curve Grade Intersections Ramps

Following are the years of data available currently in the system for each of the States:

Calıfornıa	1991 to 2007
Illinois	1985 to 2007
Maine	1985 to 2006
Michigan	1985 toal 997
Mınnesota	1985 to 2007
North Carolina	1991 to 2005
Ohio	1997 to 2007
Utah	1985 to 2000
XX1	1002 4- 1007 2002

Washington 1993 to 1996, 2002 to 2007

DISPOSITION: **PERMANENT.** Cut off at end of calendar year Transfer a copy of the master data file to NARA every two years at the end of the calendar year, in accordance with <u>36 CFR 1228.270</u>.

## 3. Outputs.

The HSIS is used by HSIS staff, FHWA staff, and FHWA-contractors for highway safety research—The HSIS-data-can-be-used to analyze a large number of safety problems, ranging from the more basic "problem identification" issues to identify the size and extent of a safety-problem to-modeling efforts that attempt to predict-future-accidents-from-roadway-characteristics and traffic factors. The HSIS data are used in support of the FHWA safety research program and as input to program and policy decisions - The HSIS data in the form of extract-files are also available to analysts conducting research under the National Cooperative Highway-Research-Program, euniversity-researchers, and others involved in the study of highway safety. The extract-files of HSIS data are made available at no cost-for-use-by-any-researcher-who-is-conducting research for the general public interest that will be published in a scientific journal or other national publication. HSIS-staff will-work-with the researcher in fine tuning the data request, and will then extract, link and format the data as requested. Primarily the data are manipulated in SAS format using SAS software-The data are provided to customers in various formats-such as-SAS, Excel, ASCII and MS-ACCESS.

GRS 20/12a

	DISPOSITION: Delete when the agency determines		
	that they are no longer-needed for administrative, legal,		
	audit, or other-operational purposes.		
4	System Documentation.	GRS 20, Item	
	·	11a(2)	
i	Includes functional requirements, system design, test		ł
	plans, system and database architecture, charts, trend		
<u> </u>	tables, and other-system documentation. The System		
	Documentation includes a description of Client-Server		
	architecture consisting of Oracle server and SAS		
	Chent—A-general description-of table structure		
	consisting of data from each of the files from all the		
	HSIS States is included. Each variable in each file is		
	documented in a State "Guidebook." This		
	documentation includes not only file and variable		
	formats, but also variable specific notes concerning		
	data accuracy and issues that are important to		
	researchers and other users. These notes are based on		
	quality-control-checks, State inputs, and information		
	developed from past usage of the data.		
1	DISPOSITION: PERMANENT. Transfer to the		
1	National Archives with the permanent electronic		
i l	records to which the documentation relates-		
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