

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-406-95-001

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.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This schedule is superseded by N1-406-08-005.

Date Reported: 6/26/2020

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

**REQUEST FOR RECORDS DISPOSITION AUTHORITY***(See Instructions on reverse)*TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  
WASHINGTON, DC 204081. FROM (Agency or establishment)  
Department of Transportation2. MAJOR SUBDIVISION  
Federal Highway Administration3. MINOR SUBDIVISION  
Office of the FHWA Administrator4. NAME OF PERSON WITH WHOM TO CONFER  
Larry Ross5. TELEPHONE  
202/  
3662242**LEAVE BLANK (NARA use only)**

JOB NUMBER

N1-406-95-1

DATE RECEIVED

6-16-95

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

JUL 31 1995

ARCHIVIST OF THE UNITED STATES

*Arthur W. Cune Jr.***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 \_\_\_\_\_ 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

6-3-95

SIGNATURE OF AGENCY REPRESENTATIVE

*Arthur W. Cune Jr.*

TITLE

Records Officer

7.  
ITEM  
NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

See Attached Page

9. GRS OR  
SUPERSEDED  
JOB CITATION10. ACTION  
TAKEN (NARA  
USE ONLY)*Copy sent to agency, NN-E, NNT, NIA 8/23/95*

1. **FHWA's Administrator, Deputy Administrator and Executive Director Correspondence Files.** Arranged alphabetically, thereunder by date. Annual Accumulation is estimated at 10 cubic feet a year.

Contains correspondence, internal memos, reports, minutes of FHWA and DOT policy and planning meetings, speeches, travel itineraries and related records and conference participation. Subjects include communications with Congress, DOT Secretary, and DOT Administrators on transportation policies, FHWA program planning and management as well as contact with state, local, professional and civic interests. The records document the high level activities for the FHWA's Administrator, Deputy Administrator and Executive Director.

**DISPOSITION:** Permanent. Cut off at end of the fiscal year. Transfer to FRC 2 years after cutoff. Transfer to the National Archives 10 years after cutoff.  
(NC1-406-80-5-3)

Chronological Files (NC1-406-80-5/2) and Executive Director's Files (NC1-406-80-5/5) are no longer maintained as separate series and are withdrawn.