

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER <i>NI-408-11-4</i>	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>4/5/11</i>	
1 FROM (Agency or establishment) U S Department of Transportation		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2 MAJOR SUBDIVISION Federal Transit Administration			
3 MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Danielle Tyler	5 TELEPHONE NUMBER (202) 202-366 <i>202-366-5760</i>	DATE <i>19 DEC 11</i>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</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 _____ 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 General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,  <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE <i>3-29-11</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature: Danielle Tyler]</i>		TITLE Records Officer
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	<b>Litigation Records</b>  This record series includes correspondence, pleadings, dispositions, transcripts, and related materials pertaining to court actions arising out of transportation tort and civil contract claims cases and other agency activities.  <b>NOTE:</b> These disposition instructions apply to all records regardless of physical media.  a. Cases selected by TCC because of historical value or legal significance that is, cases that significantly interpret basic FTA statutes and regulations, reflect significant developments in the history of FTA programs, or are of considerable Congressional or public interest  <i>1. PAPER-Disposition. Permanent. Place in inactive file upon close of case. Break inactive file annually. Transfer to FRC after three years. Offer to NARA 20 years later.</i>  <i>2 ELECTRONIC. PERMANENT PLACE IN INACTIVE FILE UPON CLOSE OF CASE</i>	<i>change made with concurrence of agency R.S. [Signature] 12/12/11</i>	

	<p>Break inactive file annually Offer to NARA annually</p>		
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b All other cases

Disposition Temporary Transfer to FRC three years after close of case Destroy seven years later