

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER NI-416-95-1	
1. FROM (Agency or establishment) National Highway Traffic Safety Administration		DATE RECEIVED 10-22-94	
2. MAJOR SUBDIVISION Research and Development		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION National Center for Statistics and Analysis			
4. NAME OF PERSON WITH WHOM TO CONFER Christina Morgan		5. TELEPHONE 202 366-0183	
		DATE 11-18-94	
		ARCHIVIST OF THE UNITED STATES <i>Quincy H. Hampton</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 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	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
10-3-94	<i>Edward R. Fosh</i>	Records Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	See attached description of Tennessee's State Data files and documentation.		

REQUEST FOR RECORDS DISPOSITION AUTHORITY--CONTINUATION

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Job Number _____

ITEM NO.	DESCRIPTION OF ITEM & PROPOSED DISPOSITION
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1. TENNESSEE STATE DATA. One of a collection of 27 states police reported accident data. Each state provides a census of all police accident reports, annually. The State Data are used to support National Highway Traffic Safety Administration's (NHTSA) identification of traffic safety problems, development and implementation of vehicle and driver countermeasures, and evaluation of motor vehicle safety standards.

State police, local police, sheriffs and other enforcement officers in Tennessee fill out a Police Accident Report (PAR) for each motor vehicle accident resulting in \$400.00 worth of property damage, a personal injury, or a fatality. They record environmental and road conditions and accident, vehicle, and occupant characteristics. NHTSA obtains the data from the Tennessee Department of Safety. Presently, NHTSA no longer obtains the state of Tennessee's data.

YEARS AVAILABLE: 1975-1988 & thereafter, if any subsequent years available.

ARRANGEMENT STATEMENT: No special arrangement.

STATEMENT OF RESTRICTIONS: There are no restrictions.

CURRENT VOLUME: 1 tapes and 15 cartridges.

ESTIMATE OF ANNUAL ACCUMULATION: 1 cartridge.

DISPOSITION: Permanent. Cutoff annually. Transfer to the National Archives 12 months after the cutoff.

2. TENNESSEE STATE DATA DOCUMENTATION. File specification, user's manual, codebooks, record layouts, Police Accident Report (PAR), and coding instructions submitted by the state with its data.

YEARS AVAILABLE: Two manuals and file layouts exist. The manual dated January 7, 1980 can be used with 1975-1987 data and the manual dated January 8, 1987 can be used with the 1988 data.

ARRANGEMENT STATEMENT: No special arrangement.

STATEMENT OF RESTRICTIONS: There are no restrictions.

CURRENT VOLUME: One inch.

ESTIMATE OF ANNUAL ACCUMULATION: One eighth of an inch.

DISPOSITION: Permanent. Transfer copy of documentation with the data. Transfer updates and changes annually with subsequent transfer of the data.