

REQUEST FOR RECORD DISPOSITION AUTHORITY
(See Instructions on reverse)

TO **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1 FROM (AGENCY OR ESTABLISHMENT)
U.S. Department of Transportation

2 MAJOR SUBDIVISION
National Highway Traffic Safety Administration

3 MINOR SUBDIVISION
Research & Development/Office of Vehicle Research

4 NAME OF PERSON WITH WHOM TO CONFER
Catherine A. Wilkinson *Caw*

5 TEL EXT
426-4560

LEAVE BLANK	
JOB NO	<i>NC1-416-84-1</i>
DATE RECEIVED	<i>5-21-84</i>
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<i>2-27-85</i> Date	<i>Robert M. Mann</i> Archivist of the United States

6 CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 5 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

- A Request for immediate disposal.
- B Request for disposal after a specified period of time or request for permanent retention.

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
<i>2/13/84</i>	<i>Thomas W. Glenn</i>	NHTSA Records Officer

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p><u>VOLUNTARY TRUCK AND BUS FUEL ECONOMY PROGRAM</u></p> <p>Files located in the NHTSA Research Development area pertaining to the Voluntary Truck and Bus Fuel Economy Program during its existence from 1975 through March 1983. Membership included voluntary participants from private and regulated carriers, manufacturers and suppliers; bus companies, state energy offices, trade associations, labor organizations and trade press. The Program was established to develop and evaluate standardized fuel economy measurement procedures and to help find free marketplace solutions to the energy crisis in the commercial vehicle industry (trucks over 10,000 lbs GVW and buses.) Records may have potential future value in the event of another energy crisis.</p> <p>The following files are covered under General Records Schedule 19 - Research and Development Records, item 3 R&D Project Case Files. They should be retired to the Federal Records center immediately and transferred to Archives when five years old. Total amount of files transferred - 17 cubic feet.</p>		<p><i>withdrawn MEP 11/21/84 per telephone conversation w/ C. Wilkinson 11/21/84</i></p> <p><i>13 items</i></p>

Copy sent to Agency, NC, NNF, NNB 3-4-85 MEP

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>1. <u>Membership Files</u> - 10 Cubic Feet - One file for each member (approximately 450.) Files contain original documentation on company's efforts to promote voluntary fuel conservation. Correspondence between company and Program Manager as well as other pertinent data on company is contained in file.</p> <p>DISPOSITION: Retire to Federal Records Center Immediately. Transfer to Archives when five years old. Should not be destroyed. Files may prove beneficial in the event of another energy crisis. Demonstrates cooperation between government and industry on a voluntary basis rather than by regulations. DESTROY IN 1995.</p> <p>2. Newsletter - 1/3 Cubic Foot- "Fuel Economy News," the official newsletter for the Voluntary Truck and Bus Fuel Economy Program, one copy of each issue beginning with May 1977, September 1977 and then issued quarterly from March 1978 through March 1983. Newsletter highlights activities of members.</p> <p>DISPOSITION: Retire to Federal Records Center Immediately. Transfer to Archives when five years old. Should not be destroyed as it contains "ready reference" of program participant's successful/unsuccessful attempts to conserve fuel. <i>PERMANENT.</i> <i>Retire to Federal Records Center Immediately. Transfer to Archives ^{IN 1995} when five years old.</i></p> <p>3. Double Nickle Challenge Files - 2 Cubic Feet - Driving competition held to demonstrate the fuel saving benefits of driving at 55 mph versus driving at higher speeds. Competition was held at test track in East Liberty, Ohio, among 32 truckers.</p> <p>Files include:</p> <ul style="list-style-type: none"> (a) Original requests for participation (b) Rules/Running order of participants/results (c) Press information package (d) Plans for future phases. 		<p><i>MFP 2/7/85</i> <i>COU 2/7/85</i></p> <p><i>MFP 2/7/85</i> <i>COU 2/7/85</i></p>

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	<p>DISPOSITION: Retire to Federal Records Center Immediately. Offer to Archives when five years old. DESTROY IN 1995.</p>		MFP 2/7/85 CWR 2/7/85
4.	<p>SAE Test and Evaluation Procedures - 1 Cubic Foot - Data sheets on tests for fuel economy involving controlled tests and in-service fleet testing. Tests involved use of two trucks -- one spec'd for fuel economy and one "regular" type. Tests were conducted in various terrains and under various weather conditions.</p> <p>DISPOSITION: Retire to Federal Records Center Immediately. Offer to Archives when five years old. May be valuable in determining what results can be attained through use of various fuel economy devices/concepts. DESTROY IN 1995.</p>		MFP 2/7/85 CWR 2/7/85
5.	<p>New Energy Concepts Testing Program - 2 Cubic Feet - A file of devices reported by their manufacturers to save fuel. Each manufacturer (device) that has applied has separate file that contains background on device including results of any other tests conducted, a description of the device, how it is used and the projected results. There were 6 devices tested. These are separated from the others in the file box on the devices tested, a "release form" is included in the file as well as the results of the tests conducted by DOT at its Vehicle Research & Test Center in East Liberty, Ohio.</p> <p>DISPOSITION: Retire to Federal Records Center immediately. Offer to Archives when five years old. May have historical significance in evaluating trends in commercial vehicle industry. DESTROY IN 1995.</p>		MFP 2/7/85 CWR 2/7/85
6.	<p>Publications of Voluntary Truck & Bus Fuel Economy Program - 1/3 Cubic Foot - One copy each of various publications developed over life of program. Publications deal with various aspects of fuel conservation in the commercial vehicle industry and can be applied to school buses, transit buses and trucks over 10,000 lbs gross vehicle weight.</p>		

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	<p style="text-align: center;"><u>PERMANENT.</u></p> <p>DISPOSITION: Retire to Federal Records Center immediately. Offer to Archives when 5 years old <i>IN 1995.</i> May be useful in event of another energy shortage and/or higher fuel prices. ACCESSION NO; 416-85-0002; Box 16</p>		<p>MFP 2/7/85 CAW 2/7/85</p>
7.	<p>General letters to membership of Voluntary Truck & Bus Fuel Economy Program - 1/3 Cubic Foot - One copy of each letter written to general membership of Program. Letters were usually written one per month and transmitted tips on fuel conservation, new publications prepared by Program staff or members, reprints from trucking publications or reports by members on their fuel conservation successes/failures.</p> <p>DISPOSITION: Transfer to records center immediately. Offer to Archives when 5 years old. DESTROY IN 1995.</p> <p>The following files are covered under General Records Schedule 21 - Audio Visual Files. They should be offered to the Special Archives Division, NARS.</p>		<p>MFP 2/7/85 CAW 2/7/85</p>
8.	<p>Graphic Arts - 1/3 Cubic Foot</p> <p>Poster 16"x21" - "We're Saving Fuel - How About You?" - Used by member companies in maintenance bays, on the backs of trailers, etc. (2 copies).</p>		<p><i>Withdrawn</i> MFP 11/21/84 per telephone conversation w/ C. Wilkinson 11/21/84</p>
9.	<p>Mini-Poster - 1"x1-1/2" - We're Saving Fuel - How About You: - Used by Voluntary Fuel Economy Program Office and members on correspondence, envelopes, flyers, etc. (2 sheets of 50 each).</p>		
10.	<p><u>Motion Pictures</u> - 1/2 Cubic Foot</p> <p>"Double Nickel Challenge - Race to the Fuel Pump" - a seven minute file prepared to document the results of a driving competition held to demonstrate that lower speeds save fuel.</p>		

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	<p>11. "Owner Operator - Fuel Conservation for Profit" - a 30 minute film produced by the Voluntary Fuel Economy Program to encourage owner-operators to practice fuel efficient driving techniques. Film looks at both sides of the problems of an independent trucker -- businessman (who tends to be more cost conscious) and driver (who tends to be more time conscious).</p> <p>12. "Ease on Down the Road" - A slide presentation developed to demonstrate fuel efficient driving techniques to operators of commercial motor vehicles. Two copies of slide presentation and script. A management manual and an instructor's guide and meeting script are enclosed to facilitate the use of the slides.</p> <p>13. Program History Files, 1975-81 - 1/3 cubic feet - First file, "A Neat History of Voluntary Truck and Bus Fuel Economy Program," contains background documents relating to the formation of the program, a program chronology and synopsis, a list of members, and copies of newsletters, pamphlets, reports, and press releases. The second file, "Ancient History," contains program work statements, background materials on fuel saving, and draft papers on fuel saving.</p> <p>DISPOSITION: Permanent. Retire to Federal Records Center immediately. Offer to National Archives in 1995. Accession No.:416-85-0002; Box15</p>		<p><i>Withdrawn 11/21/84</i></p> <p><i>MFP 2/7/85 CWT 2/7/85</i></p>