

U.S. Department of Transportation Research and Innovative Technology Administration (RITA)

Privacy Impact Assessment

Transportation Research.gov DOT External Collaboration Website

Responsible Official

Audrey Farley
Associate Administrator for Administration
Research and Innovative Technology Administration
202 366-4112
Audrey.Farley@dot.gov

Reviewing Official

Claire W. Barrett
Chief Privacy & Information Asset Officer
Office of the Chief Information Officer
privacy@dot.gov



Executive Summary

Under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU; P.L. 109-59, August 10, 2005) Congress directed the Department of Transportation's Research and Innovative Technology Agency (RITA) to improve the ability of the transportation community to share information (see SAFETEA-LU, Section 5601(a) and 49 USC 111(f)(2).TransportationResearch.gov is a professional networking and communications website hosted by RITA which provides virtual workspaces (communities) for members of the transportation community to collaborate and share ideas on numerous transportation topics. This Privacy Impact Assessment (PIA) is being conducted because registering and maintaining an account for this website requires participants to establish unique user profiles including personally identifiable information (PII).

Overview of TransportationResearch.gov

TransportationResearch.gov¹ is a collaboration site for the Department of Transportation's (DOT) internal and external research communities. The environment is owned and managed by the Department's Research and Innovative Technology Administration (RITA), who is also the site's primary user, but also serves as a collaborative environment for other operating administrations (OA) within the Department. The communities / subsites are hosted by RITA and other DOT OA's. A list of the hosted environments on TransportationResearch.gov is provided in Appendix A.

The site provides a virtual environment for communities of transportation professionals to collaborate (participate in discussions, document sharing, and other data sharing among participating individuals) as well as provide professional information about themselves (background, means of contact, etc.) for use by other members of the community

The initial TransportationResearch.gov site relied on Microsoft's SharePoint 2007 technology. RITA is migrating the environment, including community content, SharePoint 2010 in order to take advantage of collaboration features such as a centralized taxonomy structure for data and a more powerful professional networking capability not available on the 2007 platform. Community content will be migrated into the new SharePoint 2010 environment.

The environment features two separate types of communities which are open to all members of the public including but not limited to transportation professionals, staff members from state government and other federal agencies, and members of the DOT workforce. Content and discussions in the "Open" communities are available for viewing by any member of the public and do not require individuals to create an account on the system before gaining access. In order to contribute to an Open community an individual and must create an account on TransportationResearch.gov. Registration is open to all members of the public and the DOT community (employees and contractors). Registration allows users to take full advantage of the collaboration tools included in the TransportationResearch.gov site including posting of content, access to reference documentation, training materials, event notification. Registration also supports the Department's ability to ensure that Rules of Behavior are followed. Content and discussions maintained in "Closed" Communities are

www.transportationresearch.gov

limited to those individuals who are registered members of TransportationResearch.gov and are approved by the site administrator of that community.

In addition to the collaboration tools discussed RITA will leverage SharePoint 2010's My Site feature to promote professional networking among registered users. A user's My Site is a personal site that provides a central location for each to manage and store documents, content, links, and contacts related to the environment. Additionally, an individual's My Site serves as a site wide point of contact for other registered users of TransportationResearch.gov to access information about the user including but not limited to skills and interests. Only that information which the owner of the My Site has selected to post and make available to other members of the community may be viewed by registered users.

What PII TransportationResearch.gov Collects Registration

To register for the site, users must submit a First Name, Last Name, Email Address, and Organization. All four fields are mandatory. The Email address is required by the site so that the potential user can receive e-mails. The organization is required so that site administrators can reference the information for internal reporting. The first and last names are required because the quality of virtual community-based collaboration is vastly improved when users are not anonymous.

My Site Profile

All registered users will have a My Site Profile. Users can choose whether or not to enter information to most fields and can choose whether or not to display those fields to all or limited groups of users. When a registered user creates or modifies any type of content, the system automatically tags the content with metadata including who created or modified the contentand the date of creation/modification. Once a profile is created users of the TransportationResearch.gov environment may search for other individuals based on the content provided in the My Site Profile. If an individual identifies another user with whom they have an interest in communicating or following in the context of TransportationResearch.gov activities the user may tag that individual as a "colleague." Identifying an individual as a colleague allows users to follow that individual's contributions to the TransportationResearch.gov community but does not allow them to see information in the colleague's My Site Profile that has not otherwise been made available for public viewing. The establishment of a "colleague" relationship is one-way and does not result in the linkage of profiles or individuals.

Table 1 provides detailed information on which fields are mandatory, which fields are optional, or which fields the user choose to exclude from public view (hideable), and the reason they are collected within the My Site Profile.

Table 1: My Site Profile Field Details

Field	Requirement ¹	Description	Usage ²
Account name	Mandatory Must Display	System-generated field incorporating the user's first and last name provided at initial registration. Users cannot edit this field.	System
Name	Mandatory Must Display	System-generated field incorporating the user's first and last name provided at initial registration. Users cannot edit this field.	System/ Collaboration
Email	Mandatory Hideable	Displays the user's e-mail address provided at initial registration. Users may edit this field once the initial registration process is complete. Individuals may choose shield this field from public view	System/ Collaboration
Organization	Mandatory Hideable	Displays the user's organization.	System/ Collaboration
Telephone Number	Optional Hideable	Displays the user's phone number.	Collaboration
Job Title	Optional Hideable	Displays the user's professional job title.	Collaboration
About me	Optional Hideable	User may add professional networking information that might not otherwise be captured in the My Site Profile.	Collaboration
Ask Me About	Optional Hideable	User may define his or her professional expertise.	Collaboration
Last Colleague Added	Optional Hideable	This system-calculated field displays the last colleague that you have added.	Collaboration
Past projects	Optional Hideable	User defines his or her professional expertise.	Collaboration
Skills	Optional Hideable	User may define his or her professional expertise.	Collaboration
Schools	Optional Hideable	User may define his or her education expertise.	Collaboration
Status Message	Optional Hideable	This small text field allows a user to add professional networking information that might not otherwise be captured in the My Site Profile.	Collaboration
Mode	Optional Hideable	User may define his or her particular transportation mode(s) of interest.	Collaboration
Interests	Optional Hideable	User may define his or her professional interests.	Collaboration

1. Requirement

- *Mandatory*: Information is required to provide information in order to obtain and maintain a valid user account.
- Optional: Users choose whether to provide information.
- *Must Display*: Information once provided will be made available to all users. The individual does not have the option to make this information inaccessible to other uses of the site.
- Hideable: Users may choose to display this information to registered users.

2. Usage

- System: This is a field required by the TransportationResearch.gov system to support user registration.
- *Collaboration*: The My Site Profile may be used as a transportation professional resource locator within the TransporationResearch.gov environment. Most fields help a community member identify his or her area of expertise and, more importantly, the area or areas about which others should contact him or her.

Why TransportationResearch.gov Collects PII

RITA collects registration information in order to establish unique accounts for individuals who want to become users of the site. Since the site is a professional networking site for transportation professionals, My Site information is collected in order to connect users, share information, and facilitate collaboration My Site information on the site is available to other authenticated users.

How TransportationResearch.gov Uses PII

When a user creates or modifies content in the TransportationResearch.gov environment, his or her username or first and last name is tagged to that content and will be visible to anyone accesses the site including DOT staff. The TransportationResearch.gov system supports My Sites so that transportation professionals can effectively share information and identify each other as having an interest in a particular topic area.

How TransportationResearch.gov Shares PII

By default all content generated by a registered user is tagged with the individual's name (First and Last) provided upon initial registration and is made available to all users (registered and non-registered) who view the content.

Information provided by registered users in their My Site may only be viewed by other registered users if the user has elected to share. At any time, a user may decline to provide optional information, as defined above, or make that information unavailable to others.

During the registration process users may view a copy of the Rules of Behavior; a copy of these Rules can be found in Appendix B.

How TransportationResearch.gov Ensures Data Accuracy

Site users create and maintain their own user account and My Site information and the personal information is assumed to be accurate and is no additional validation is conducted by the Department. Failure to provide accurate information may result in an individual being unable to take full advantage of the

TransportationResearch.gov environment. For example, if a user has provided their email address in order to participate in discussion boards or receive email alerts and the email address is not valid, the user may not receive the email alert.

When a user finds inappropriate or offensive content posted by another user, that user can report the content the appropriate site administrator by accessing the form on the website at www.TransportationResearch.gov/sitepages/contactus.aspx or by sending an email to RITAinfo@dot.gov Administrators may remove content containing inappropriate or offensive content and/or may remove user accounts for users who post such content.

How Long TransportationResearch.gov Retains PII

Users may request the removal of any or all of this information by accessing the form on the website or by sending an email to RITAinfo@dot.gov.

The Department is working with the National Archives and Records Administration (NARA) to develop an appropriate records disposition schedule for content developed and maintained in the TransportationResearch.gov site. The Department proposes to retain records containing content for five years from the date of creation, but will retain all content until an appropriate disposition authority is granted. This PIA will be updated to reflect the final disposition schedule once it is approved.

In accordance with NARA *General Records Schedule 20 - Electronic Records*² (GRS 20), item 1c, registration information and user profile information maintained in the My Site portions of the website shall be deleted/destroyed when no longer needed for administrative, legal, audit or other operational purposes.

How TransportationResearch.gov Secures PII Information

The TransportationResearch.gov site is physically housed at the Integrated Communication Solutions (ICS) Inc. facility in Frederick, MD under a contract to DOT. The environment is a sub-system within RITA's General Support System (GSS) infrastructure environment. The RITA GSS is classified as a low risk system according to the National Institutes of Science and Technology (NIST) Federal Information Processing Standards (FIPS)-199 and is secured accordingly. The GSS has been granted a three year Authority to Operate (ATO) which expires on December 31, 2014. Physical access to TransportationResearch.gov systems is limited to ICS administrators or approved DOT staff with a need to know through building key cards and room-access key pads. Personnel with physical access have all undergone and passed DOT security checks. In addition to physical access controls, RITA has implemented role-based access controls based on job function to limit access to the site. All ICS staff complete mandatory security and privacy training prior to being granted access to the site and are required to take annual refresher training thereafter.

-5-

² http://www.archives.gov/records-mgmt/grs/grs20.html

How TransportationResearch.gov Provides Notice and Consent³

RITA provides individuals participating in the communities a "layered" system of notices regarding the collection and use of PII by the Department. When a user initiates an account request, the user will an opportunity to review the sites Rules of Behavior and Privacy Statement⁴

Where TransportationResearch.gov provides links to Web sites external to the web environment managed by DOT/RITA the user is presented with a pop-up window informing the user that they are leaving the site and that different privacy practices may apply. All sites that are expressly linked-to by DOT are reviewed to ensure that they are legitimate sites. However, DOT makes no claims as to their accuracy nor is DOT responsible for the privacy policies governing those sites. Links to external environments included in participant discussion threads or profiles are not reviewed by DOT; the "exit" pop-up window applies only to links that the site administrators maintain. Additional notice is provided through this PIA.

Participation in discussion forums, subscription to discussion board or list alert services and the provision of user profile information to other participants is on an opt-in basis. Individuals may change their selections at any time, including withdrawing altogether from participation.

How TransportationResearch.gov Provides Redress

At any time, a user may ask questions, ask for a correction to information maintained by the system about them or report issues to the site support team and owner(s) through a Web-based form. Additionally, individuals may request that his or her account and any posted content be removed from the site at any time. Users may make these requests by accessing the "Contact Us" feature on the website or sending an email to RITAinfo@dot.gov.

Subject to the limitations of the Privacy Act, individuals may request access to information about themselves contained in a DOT system of records through DOT's Privacy Act/Freedom of Information Act (FOIA) procedures. As a matter of policy, DOT extends administrative Privacy Act protections to all individuals where systems of records maintain information on U.S. citizens, lawful permanent residents, and visitors. Individuals may request access to their own records that are maintained in a system of records in the possession or under the control of DOT by complying with DOT Privacy Act regulations, 49 CFR Part 10. Privacy Act requests for access to an individual's record must be in writing either handwritten or typed, may be mailed, faxed or emailed. DOT regulations require that the request include; include a description of the records sought, the requester's full name, current address, and date and place of birth. The request must be signed and either notarized or submitted under penalty of perjury. Additional information and guidance regarding DOT's FOIA/PA program may be found on the DOT website.5 Privacy Act requests may be addressed to;

Claire W. Barrett
Departmental Privacy Officer
1200 New Jersey Ave., SE

http://www.dot.gov/privacy.html

³ According to the Privacy Act of 1974, 5 U.S.C. § 552(b), "No agency shall disclose any record which is contained in a system of records by any means of communication to any person, or to another agency, except pursuant to a written request by, or with the prior written consent of, the individual to whom the record pertains [subject to 12 exceptions listed under subsection (b)(1–12)]."

E31-312

Washington, DC 20590 Email: privacy@dot.gov Fax: (202) 366-7024

TransportationResearch.gov Legal Authority for PII Information Collection

Under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU; P.L. 109-59, August 10, 2005) Congress directed the Department of Transportation's Research and Innovative RITA to improve the ability of the transportation community to share information (see SAFETEA-LU, Section 5601(a) and 49 USC 111(f)(2).

TransportationResearch.gov System of Records Notice (SORN)

Records maintained in the TransportationResearch.gov constitute a system of records subject to the Privacy Act because records may be retrieved by user by name.

The following SORN applies to this system:

• DOT/ALL 13, Internet/Intranet Activity and Access Records, Federal Register: November 7, 2002 (Volume 67, Number 88).⁵

Responsible Official Approval and Signature

Audrey Farley
Associate Administrator for Administration
Research and Innovative Technology Administration
202 366-4112

Original signed and on file with the DOT Privacy Office

Claire W. Barrett
Chief Privacy & Information Asset Officer
Office of the Chief Information Officer

⁵ www.dot.gov/privacy

Appendix A: Primary Subsites Hosted on TransportationResearch.gov

TransportationResearch.gov currently hosts the following subsites. This appendix will be modified to include additional sites as they are added to TransportationResearch.gov

Research and Innovative Technology (RITA) Subsites:

The Research, Development and Technology Research Clusters

The Research Clusters are an online community of interactive web pages designed to facilitate information sharing and collaboration among US DOT researchers, DOT-funded researchers and their colleagues from across the nation. These pages are organized into fourteen thematic research areas, also known as Research Clusters; Data-Driven Decision Making, Livability, Risked Based Safety Analysis, economics, Modeling and Simulation, System resilience and Global Logistics, Energy Sustainability, Multimodal Intelligent Transportation System (ITS), Aging and Special Needs Populations, Human factors, Policy analysis, travel Behavior, Infrastructure and Materials, and Position, Navigation and Timing.

National Transportation Library Knowledge Networks

The National Transportation of Library of RITA provides leadership and coordination in the development of regional and topical transportation knowledge networks. The National Transportation Library's site provides a platform for libraries and information providers to exchange information, share resources, and enhance collaboration. The library site is further divided into Knowledge Networks based on Geographic Boundaries

Position, Navigation and Timing

The Positioning, Navigation & Timing (PNT) collaboration site is part of DOT/RITA's initiative to promote information sharing and collaboration among researchers within the PNT community.

Intelligent Transportation Systems Connected Vehicle Program

RITA has developed this Connected Vehicle Collaboration Portal as a platform for the transportation research community to share, catalogue and collaborate on connected vehicle-related research. The Portal provides users the opportunity to share and view information related to their research interests, form groups, and discuss related research taking place around the World.

Federal Highway Administration (FHWA) Subsites

Knowledge Network Site

The Knowledge Management (KM) System is a collection of virtual workspaces (communities) that allow users to collaborate on numerous transportation topics such as how to implement Safety Edge, an FHWA Every Day Counts Initiative, from the perspective of a technical engineer, a state DOT legislative specialist, or a state DOT financial specialist.

In addition to discussions, users in any community can also post reference documentation, training materials, information to help identify themselves as points of contact for a topic, events, Web-based documents, data

Every Day Counts (EDC) Site

EDC is designed to identify and deploy innovation aimed at shortening project delivery, enhancing the safety of our roadways, and protecting the environment. These goals are worth pursuing for their own sake. But in challenging times, it's imperative we pursue better, faster, and smarter ways of doing business. EDC is designed to focus on a finite set of initiatives. Teams from the Federal Highway Administration will work with our state, local, and industry partners to deploy the initiatives and will develop performance measures to gauge their success.

Appendix B. Rules of Behavior for Transportation Research.gov

The Transportation Research Collaborative Website is intended to foster collaboration and provides tools allowing discussion feedback and interaction among users. As users, you are free to share ideas and opinions as long as they conform to the collaborative site(s)'s purpose. In other words, you are expected to be honest and be respectful of others, not to insult, sell commercial or others services or make public accusations. While we do not control or censor the posting of messages, information or files, we do remove offensive material.

As a user of the collaborative site, you agree **NOT** to:

- 1. Falsely present yourself as a representative, employee, or official of a governmental entity by accidental or deliberate means including misleading or confusing statements in your postings.
- 2. Stray from the discussion topic, or make personal attacks on other website users and/or participants (personal attacks are defined as comments that reflect upon the person instead of their opinion), or make specific accusations regarding individual corporations or contracts.
- 3. Post or transmit any slanderous, defamatory, obscene, indecent, pornographic, profane, violent, abusive, insulting, threatening, offensive or harassing comments and/or information of any kind. We will not tolerate such postings, including without limitation any transmissions constituting or encouraging conduct that would constitute a criminal offense.
- 4. Post or re-post a message excessively, especially unsolicited advertisements, even if they are directly or indirectly related to the purpose of the site. Advertising of any kind, including non-profit organizations, is not permitted.
- 5. Add or post any material any copyrighted material to the site, without the written permission of the copyright owner, or engage in research misconduct.

As a user, you also:

- 1. Understand that these sites may experience failures or other service outages without notice.
- 2. Do not hold the RITA, the Department or the creators, operators, or related entities to the sites responsible or liable ("indemnify and hold harmless") for the inability to connect to or use the sites, or for any loss or corrupted data, or for any defamatory or offensive material(s) which you may encounter on or originating from the sites, or for the conduct, opinions, or publications of any user, or for any other problem whatsoever related to the use or existence of the sites.

- 3. Understand that the RITA and the Department have no obligation to acknowledge, mediate or otherwise settle any disputes or differences in opinion that may arise between users.
- 4. Understand DOT, RITA and its contractors have no obligation to monitor the discussion groups. However, they reserve the right at all times to disclose any information as necessary to satisfy any law and regulation and to edit, refuse to post, or to remove any information or links, in whole or in part, that are in violation of these terms and conditions or of applicable law.
- 5. Understand that for the purpose of contacting you and to foster collaboration, you will be asked to provide contact and professional networking information. This Information may be shared with members of this site. If you choose not to share this information, you may opt out of doing so.

Appendix C. Department of Transportation Privacy Policy

Thank you for visiting the U.S. Department of Transportation (DOT), Research and Innovative Technology Administration (RITA) website. We are committed to respecting your right to privacy and will protect it when you visit our website.

This Privacy Policy explains our online information practices only, including how we collect and use your personal information. It covers information collected on this RITA website. Our Privacy Policy does not apply to third party websites that you are able to reach from our website, nor does it cover practices of other elements within DOT. We encourage you to read the Privacy Policies of third parties and other DOT websites to learn how they collect and use information about you.

To assist you with reading our Privacy Policy, we have provided answers to the following questions:

- What information do we collect automatically online?
- What additional information do we collect about you online?
- Why do we collect your information online and how do we use it?
- How, and with whom, do we share the information we collect online?
- Do we give you choices on how we use the information you provide us?
- How long do we keep your information?
- What are our information practices for children?
- Do we use cookies or other tracking devices?
- How do we secure your information we collect online?
- What are your rights under the Privacy Act of 1974?
- How do you find out more about, or comment on, our privacy practices?

What information do we collect automatically online?

When you visit our website, we collect information about your visit that does not identify you personally. We collect the type of computer, browser, and web service you are using. We also collect the date, time, RITA pages you visit, and if you linked to our website from another website, the address of that website. Collecting this information helps us design the RITA website to suit your needs.

What additional information do we collect about you online?

When you visit our website, we may request and collect the following categories of personal information from you:

• Contact information if you submit a question, request, or comment.

Why do we collect your information online and how do we use it?

Our principal purpose for collecting personal information online is to provide you with the information you need and want, and to facilitate the use of our website.

We will only use your information for the purposes for which you have provided this information, or for the purposes required under the law. (In order to learn more about how we provide choices to you regarding our use

of your information, visit the "Do we give you choices on how we use the information you provide us?" section in this Privacy Policy.)

Generally, our uses of information collected online include:

- Responding to your questions or requests;
- Replying to your "feedback" comments;
- Managing your access to restricted areas of the website; or
- Fulfilling your requests for reports, publications, subscriptions, and other similar information.

How, and with whom, do we share the information we collect online?

We may share personally identifiable information you provide to us online with appropriate representatives within the Department of Transportation's <u>Operating Administrations and related entities</u>, other federal government agencies, or other designated RITA representatives as needed to facilitate your request or transaction.

Additionally, we may be required by law to share information we collect with authorized law enforcement, homeland security, and national security entities (also see the "What are your rights under the Privacy Act of 1974?" section in this Privacy Policy).

Do we give you choices on how we use the information you provide us?

Throughout our website, we will let you know whether the information we ask you to provide is voluntary or required. By providing personally identifiable information, you are granting us consent to use this personally identifiable information for the primary purpose for which you are providing it. Additionally, we will ask you to grant us consent before using your voluntarily provided information for any secondary purposes, other than those required under the law.

How long do we keep your information?

For business mailing addresses, we retain your information indefinitely and it does not get removed unless you send a request to RITAInfo@dot.gov.

For personal mailing addresses, we usually keep your personally identifiable information for up to 45 days. After 45 days, we will maintain only your e-mail address in the event we need to contact you concerning your publication order.

What are our information practices for children?

Our website does not intentionally collect information from children under the age of 13. If we choose to collect personal information from children, we will comply with the <u>Children's Online Privacy Protection Act (COPPA)</u>.

Do we use cookies or other tracking devices?

A "cookie" is a small text file that is stored on your computer and makes it easy for you to move around a website.

We use only "session" cookies; this means we store the cookie on your computer only during each visit to our website. After you turn off your computer or stop using the Internet, the cookie is erased and nothing will be remembered the next time you visit our website.

How do we secure your information we collect online?

We are committed to properly securing the information we collect online. To help us accomplish this, we take the following steps:

- We employ internal access controls to ensure that the only people who see your information are those with a need to do so to perform their official duties;
- We train relevant personnel on our privacy and security measures so that our personnel know what is required for compliance;
- We physically secure the areas where we hold hard copies of the information we collect online;
- We regularly back up the information we collect online to insure against loss;
- We use technical controls to secure the information we collect online as appropriate, including but not limited to: Secure Socket Layer (SSL), encryption, firewalls, and password protections;
- We periodically test our security procedures to ensure personnel and technical compliance; and
- We employ external access safeguards to identify and prevent unauthorized attempts of outsiders to hack into, or cause harm to, the information in our systems.
- Tampering with RITA' website is against the law. If anyone tries to tamper with it, they may be punished under the Computer Fraud and Abuse Act of 1986 and the National Information Infrastructure Protection Act.

What are your rights under the Privacy Act of 1974?

The Privacy Act of 1974 protects personal information the federal government collects and stores in a "systems of records" (SOR). A SOR is information an agency controls that can be retrieved by name or some other personal identifier. The Privacy Act regulates how the government can disclose, share, provide access to, and maintain the personal information that it collects. Not all information collected online is covered by the Privacy Act.

The Privacy Act's major provisions require agencies to:

- Publish a Privacy Act Notice in the Federal Register explaining the existence, character and uses of a new or revised SOR;
- Keep information about you accurate, relevant, timely, and complete to assure fairness in dealing with you; and
- Upon request, allow you to access and review your information held in a SOR and request amendment of the information if you disagree with it.

When RITA collects information from you online that is subject to the Privacy Act (i.e., information to be kept in a SOR), we will provide you, through a link on the web page from which we collect information, access to our <u>Privacy Act Notice</u>. This Privacy Act Notice will inform you what portion of the information is maintained and retrieved by your name or other personal identifier.

Each Privacy Act Notice will also notify you of the following:

- The authority for and purpose and use of the collection of information subject to the Privacy Act;
- Whether providing the information is voluntary or mandatory; and
- The effects on you if you do not provide any or all of the requested information.

Also, DOT has conducted **Privacy Impact Assessments** on some systems.

How do you find out more about, or comment on, our privacy practices?

For more information on our privacy practices, or for comments and concerns, please contact:

Bob Monniere
Attorney Advisor
Research and Innovative Technology Administration
1200 New Jersey Avenue, SE
E35-330, RTC
Washington, DC 20590
202-366-5498 (tel)
202-366-3671 (fax)
robert.monniere@dot.gov