

WA AV Infrastructure & Systems
AV (CAT/CAV) Policy Framework & Elements
Policy Review Template (04-22-2019 version)

Work Plan Activity 1.2: Develop policy goals, strategies and illustrative action based on local, regional and national “best practice” policy examples.

Purpose of this review: Review and evaluate policy documents with a focus on best practice language to be considered for use in the subcommittees AV policy development. Identify and highlight the best practice language and provide comments on the examples (documents, written statements) distributed for review to assess which policy goals, proposed strategies and illustrative actions should be adopted and considered for a more in-depth discussion and review.

Reviewer:

Name:

Organization:

Contact Information (Email/Phone):

I. Initial Scan: Document Fit/Document Removal/Pre/Post Web Posting Screen:

Based on your initial read through, should this document be **considered for removal** from the review process and the policy framework PLR website? (i.e. this document is not a general policy framework document) Yes No

If yes, stop your review here and check one of the scenarios or explain briefly below:

- Document contains significant “promotional material”
- Academic Research Paper or Report (Document is likely available through another source)
- Governor Executive Order (Document should be referred to the National Council of State Legislatures for Posting)
- Legislative Bill (Document should be referred to the National Council of State Legislatures for Posting)
- Document is a PowerPoint Presentation
- Document contains too many links to other websites or sources (Document itself doesn’t provide significant stand along guidance or recommendations)
- Publishing date too old (the age will vary depending upon the type of content)
- Document has a more recent published version. (Posting of Draft Documents is allowed, but are more recent publications become available, previous versions should be removed.)
- Other reason(s) why this document is not relevant to our effort. **Please provide a short summary of why this document should be removed:** –(1-3 sentences):

II. Should this document be reviewed by others?

Please check this box if you requested a review under **question #13** Yes No.

Note: Please indicate in your answer **under #13** why you are requesting this review and what section(s) should be reviewed)

Yes, but for other reasons: If not marked under question #13, please describe briefly:

Please complete the following 13 review questions:

1. Name of Organization / Institution:

a. Who created the document? If more than one, identify the lead organization if available:

b. Created in-house, consultant, other? Identify if available:

2. Title of Document and Date published

Title:

Date Published (and or updated):

3. Type of document:

How is the document identified or how would you describe the overall type document? (please also note screening notice above)

Type of Document:

- Governor Executive Order
- Agency Executive or Strategic Directive / Strategic Plan
- Legislative Report/Legislative Framework
- Policy Plan/Policy Principles/Organizational Policy Statements
- Regulation

- Strategic or Business Plan for the Organization
- Work Plan/Program-Implementation Plan
- Funding / Investment Plan
- Other type of document: _____ (

Please provide a short summary of your perspective: –(3-5 sentences):

4. Does the document include:

- a. An overarching vision/mission/value statement or similar, high-level policy statement?
 Yes No
- b. A set of specific goals/objective/outcome statements?
 Yes No
- c. Strategies/actions to implement goals/objectives?
 Yes No
- d. Implementation timelines for strategies/actions/tasks?
 Yes No

	<p>e. Roles/Responsibilities/Who will do what strategy, action or task? <input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p>f. Performance goals; measures; metrics or stated success criteria? <input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p>g. A set of definitions or glossary of terms used in document <input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p>Please provide a short summary of your perspective: –(1 to 3 sentences):</p>		
<p>5. Set of goals/objectives: Does the document include or address specific high level policy goals, goal areas or focus areas? If yes, please check if any of the following apply.</p>	<table border="1" data-bbox="609 693 1421 1050"> <tr> <td data-bbox="609 693 982 924"> <input type="checkbox"/>Livability/Context Sensitive Infrastructure Design <input type="checkbox"/>Safety <input type="checkbox"/>Infrastructure <input type="checkbox"/>Equity/Inclusion <input type="checkbox"/>Land Use </td> <td data-bbox="982 693 1421 892"> <input type="checkbox"/>Mobility/Shared Mobility <input type="checkbox"/>System Efficiency/Operations <input type="checkbox"/>Economic Vitality/Development <input type="checkbox"/>Environmental <input type="checkbox"/>Organizational/Workforce </td> </tr> </table> <p><input type="checkbox"/>Other policy goals? - Please list or describe briefly:</p> <p>Please provide a short summary of your perspective: –(1 to 3 sentences):</p>	<input type="checkbox"/> Livability/Context Sensitive Infrastructure Design <input type="checkbox"/> Safety <input type="checkbox"/> Infrastructure <input type="checkbox"/> Equity/Inclusion <input type="checkbox"/> Land Use	<input type="checkbox"/> Mobility/Shared Mobility <input type="checkbox"/> System Efficiency/Operations <input type="checkbox"/> Economic Vitality/Development <input type="checkbox"/> Environmental <input type="checkbox"/> Organizational/Workforce
<input type="checkbox"/> Livability/Context Sensitive Infrastructure Design <input type="checkbox"/> Safety <input type="checkbox"/> Infrastructure <input type="checkbox"/> Equity/Inclusion <input type="checkbox"/> Land Use	<input type="checkbox"/> Mobility/Shared Mobility <input type="checkbox"/> System Efficiency/Operations <input type="checkbox"/> Economic Vitality/Development <input type="checkbox"/> Environmental <input type="checkbox"/> Organizational/Workforce		
<p>6. Document Purpose: What is the specific purpose of the document, intended use, intended outcomes?</p>	<p><input type="checkbox"/>Guide Intra Organizational/Agency Decision Making <input type="checkbox"/>Guide Local/Regional Level Decision Making <input type="checkbox"/>Guide State Level Decision Making <input type="checkbox"/>Guide the implementation of Federal Level Regulation <input type="checkbox"/>Address Federal Regulation Gaps <input type="checkbox"/>Other (Include a Short description)</p> <p>What is the purpose of the document (i.e. What is the target audience supposed to do with the document) ?</p> <p>Please provide a short summary of your perspective: –(1 to 3 sentences):</p>		

<p>7. Target Audience: Who is the audience?</p>	<p>Target Audience:</p> <p><input type="checkbox"/> State Level</p> <p><input type="checkbox"/> Agency Level</p> <p><input type="checkbox"/> Public Sector organizations/practitioners/experts</p> <p><input type="checkbox"/> Private Sector organizations/practitioners/experts</p> <p><input type="checkbox"/> The public/citizens/tax payers</p> <p><input type="checkbox"/> Policy makers/legislators</p> <p><input type="checkbox"/> Other (Include a short description)</p> <p>Please provide a short summary of your perspective: –(1 to 3 sentences):</p>
<p>8. Policy Scope: What is the scope of the policy? Breadth of approach? Scope of application (AV, CAV, CAT, broader or narrower?); how is that scope defined (i.e., how is connected and automated transportation defined?); what are the parameters for the work?</p>	<p><input type="checkbox"/> Broad Impact to Transportation Systems and Services and multiple modes of transportation (CAT)</p> <p><input type="checkbox"/> Automated / Autonomous Vehicle Focused (AV)</p> <p><input type="checkbox"/> Connected Vehicle Focused (CV)</p> <p><input type="checkbox"/> Automated and Connected Vehicle Focused (CAV)</p> <p><input type="checkbox"/> A specific sub-area or sub-element of AV, CV or CAV, if so what area _____</p> <p><input type="checkbox"/> Other focus or scope. _____ (briefly describe)</p> <p>Overall, how would you describe the scope of this document: (3-5 sentences)</p>
<p>9. Organizational Impact: Integration/Application Level: does this policy apply to the organization itself; a broader network of partners; other organizations; state-wide application; other?</p>	<p>Who is impacted organizationally by this document?</p> <p><input type="checkbox"/> State Agencies</p> <p><input type="checkbox"/> Federal Agencies</p> <p><input type="checkbox"/> Metropolitan / Regional Planning Organizations</p> <p><input type="checkbox"/> Local Agencies</p> <p><input type="checkbox"/> Address Federal Regulation Gaps</p> <p><input type="checkbox"/> Public Sector (IOO)</p> <p><input type="checkbox"/> Private Sector (OEM)</p> <p><input type="checkbox"/> Other (Include a short description)</p> <p>Please provide a short summary of your perspective: –(1 to 3 sentences):</p>
<p>10. Level of Policy document detail:</p> <ul style="list-style-type: none"> • High level: mostly aspirational, vision, 	<p>Please categorize the level (high, moderate, specific).</p> <p><input type="checkbox"/> High</p> <p><input type="checkbox"/> Moderate</p> <p><input type="checkbox"/> Specific</p>

<p>goals, general direction setting, etc.</p> <ul style="list-style-type: none"> • Moderate level: contains objectives, strategies, some level of implementation detail, possibly timelines • Specific level: includes strategies, work plan, action items, implementation timelines, roles, metrics for success, etc. 	<p>Please provide a short summary of your perspective: (1 to 3 sentences): Note: the document may be very specific to one sub-element within a broader policy framework. For example, focused on one goal like Safety or Equity or it could be focused on a set of actions like implementation or deployment.)</p>
<p>11. Noteworthy-Food for Thought: What element of the document did you particularly like; was noteworthy; you were surprised by; gave you pause; interested you to learn more about, or to replicate; etc.?</p>	<p>Please describe in bullet format your top 5 elements (one sentence for each bullet): This section is important as it may provide us with critical insights that could be reflected in the “Good Practice Guidance Document” product. Please provide page number(s) for the referenced section(s)/text.</p>
<p>12. Good Practice to Share: What element(s) or content of the document would you recommend as a good practice to share with others and why?</p>	<p>Please describe in bullet format your top 5 good practice elements you would recommend others to consider when developing or updating a CAT/CAV Policy and for the PLR committee and AASHTO to include in a Good Practice Guidance Document/Summary: (one or two sentences for each bullet, provide page references or an example if appropriate. If you have more than 5 that are important to you to mention, please feel free to list following your top 5.“)</p>
<p>13. Additional Reviews: Are there specific sections/text/policy language/examples/ etc. you want others to review and comment on and why? Please highlight the section in the document/pdf.</p>	<p>Note : The following is in addition to the sections or examples you have identified above (in #12) as a good practices that which do not need additional reviews.</p> <p>What type of information/content: briefly describe what it is you want reviewed (i.e. policy language; legislation; implementation approach; etc.)</p>

	<p>What page number in the document: (please highlight the corresponding section in your policy document/pdf)</p> <p>Why do you want others to review this?: Please be specific (i.e. good general policy language for equity policy goal; is this information correct?; is there a reason why this would be controversial as a good practice recommendation?; would this text/language be concerning if we were to use it?; .etc..)</p>
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