

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

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

JOB NO.
N1-374-88-6

DATE RECEIVED
9/21/88

1. FROM (Agency or establishment)
Defense Nuclear Agency

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION
Command Services Directorate

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

3. MINOR SUBDIVISION
Support Services Division (Asst Dir/Log & Engr)

4. NAME OF PERSON WITH WHOM TO CONFER

5. TELEPHONE EXT.

DATE

ARCHIVIST OF THE UNITED STATES

Pauline E. Korpanty

325-1162

17/89



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 2 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE 25 Aug 88	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Pauline E. Korpanty</i>	D. TITLE DNA Records Management Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
606	<u>Individual Radiation Protection Files</u> Attached is one revised page (2) for DNAI 5015.4B, Defense Nuclear Agency Functional Filing System.	NC1-374-81-64, 606)	
<p>Changes to disposition of series 606.02 confirmed by phone call: P. Korpanty/DNA and RW Mackay/WIR 10/7/88. Pum.</p> <p style="text-align: right;">(6 items)</p>			

*Copies sent to agency
NCF: WWT 1/24/89*

606 INDIVIDUAL RADIATION PROTECTION FILES. These files result from efforts to identify and minimize the hazards of ionizing radiation to individual personnel. They accumulate primarily at AFRRRI, with a small portion being maintained by the Health Physicist, FCDNA. (NCl-374-81-64, 606)

606.01 USER LISTING FILES Documents reflecting the training, experience, and certification of individuals authorized to handle sources of ionizing radiation individuals authorized to handle sources of ionizing radiation (NCl-374-81-64, 606.01)

DESTROY 75 YEARS AFTER TRANSFER OR SEPARATION OF THE INDIVIDUAL CONCERNED.

606.02 PERSONNEL DOSIMETRY FILES. Documents related to recording and reporting external exposures of individuals to ionizing radiation. Included are calibration control dosimeters and all dosimeters processed for evaluation, dosimeter logs, consolidated reports of dosimeter readings, NRC Forms 5 or equivalent, and similar documents.

Proposed Disposition

Ray
a. **MICROFICHE AFTER TRANSFER/RETIREMENT/DEATH OF INDIVIDUAL; RETIRE ~~PAPER COPY~~ TO WNRC IN 5-YEAR BLOCKS (I.E. 80-84 BLOCK IN 89); DESTROY 75 YEARS AFTER CREATION OF RECORD.** (Reference NRC Comprehensive Records Disposition Schedule, Item 2.a.)

b. **RETAIN A WORKING FICHE COPY OF RETIRED RECORDS ON SITE UNTIL DISCONTINUANCE OF FACILITY, THEN DESTROY.**

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c. *Paper Record; Destroy upon verification of micro form copy.*

606.03 DOSIMETRY CONTROL FILES. Documents reflecting the issue and control of dosimeters. Included are requests for issue and turn-in of dosimeters, documents used to record issues and turn-ins, and similar documents. (NCl-374-81-64, 606.03)

CUT OFF AT THE END OF THE CY. RETIRE TO WNRC IN 5-YEAR BLOCKS. DESTROY 75 YEARS FROM DATE OF CUTOFF. (Reference NRC Comprehensive Records Disposition Schedule, Item 2.a.)

606.04 PERSONNEL BIOASSAY FILES. Documents related to recording and reporting internal exposures of individuals to radioactive materials. Included are analysis of biological specimens, whole-body counts, and similar documents.

Proposed Disposition

CUT OFF AT THE CLOSE OF THE FY. RETIRE TO WNRC 5 YEARS AFTER CUTOFF. DESTROY 75 YEARS AFTER CUTOFF. (Reference NRC Comprehensive Records Disposition Schedule, Item 2.a.)