

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>SAVE BLANK (NARA use only)</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <b>N1-AU-01-25</b>	
1. FROM (Agency or establishment) U.S. ARMY		DATE RECEIVED <b>4/3/2001</b>	
2. MAJOR SUBDIVISION U.S. TOTAL ARMY PERSONNEL COMMAND		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION RECORDS MANAGEMENT AND DECLASSIFICATION 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
4. NAME OF PERSON WITH WHOM TO CONFER VICKI YONTS	5. TELEPHONE (703) 806-3198	DATE <b>9-26-01</b>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</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 10 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 <b>30 MARCH 01</b>	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> HOWARD N. GREENHALGH	TITLE DIR, RMD
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p>Background: The prescribing directive for record series 385-11 (Ionizing Radiation Protection (Licensing, Control, Transportation, Disposal, and Radiation Safety)) and 40-14 (Occupational Ionizing Radiation Personnel Dosimetry) was superseded by AR 11-9 (The Army Radiation Safety Program) on 28 May 99. Both record series have been combined into one.</p> <p>FN: 11-9e2 (formerly 385-11b) Title: Radiation safety training course materials and aids Authority: Privacy Act: Not applicable Description: Information about preparing and presenting training courses on methods of controlling, preventing, and dealing with exposure of people and the environment to radiation. Included are locally developed training materials and aids, notifications of training sessions, training background of radiation safety personnel or users, and similar information. Note: Follow guidance of certifying organizations that require longer retention times for certain training information. Disposition: Code KE6: Event is after superseded or obsolete. Keep in CFA until event occurs and then until no longer needed for conducting business, but not longer than 6 years after the event, then destroy.</p> <p><i>cc: Agency NWMW, NR</i></p>	II-NN-3552	

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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
2	<p>FN: 11-9f (formerly 385-11c and d)                      Title: Radiation guidance and analyses records                      Authority:                      Privacy Act: Not applicable                      Description: Guidance and analyses records on detecting and recording levels of radiation or radioactivity in material samples or objects, and the environment where radiation or radioactive materials are used. These documents are required by U.S. Nuclear Regulatory Commission (NRC) licenses, Army radiation authorizations or Army reactor permits. Included are guidance documents that describe procedures for procurement, use, disposal, and control of radiation sources; chemical and radiation analysis reports; air, biological, water, soil, and vegetation samples; reports of measured nonionizing radiation levels; calculations of nominal hazard distances for lasers; and similar reports, logs, or information. Included are related documents generated for the purpose of documenting personnel exposures or uptakes in lieu of dosimetry or bioassay data and records of the results of measurements and calculations used to evaluate the release of radioactive effluents to the environment.                      Disposition: Code KE6: Event is after termination of the license, Army radiation authorization or Army reactor permit. Keep in CFA until event occurs and then until no longer needed for conducting business, but not longer than 6 years after the event, then destroy.</p>	<p>NN-166-204                      NC1-AU-96-1</p>	
3	<p>FN: 11-9g1 (formerly 385-11e)                      Title: Ionizing radiation source accounting records                      Authority:                      Privacy Act: Not applicable                      Description: Information accumulated in controlling the receipt, transfer, use, storage, and disposal of radiation sources required by U.S. Nuclear Regulatory Commission licenses, Army radiation authorizations, or Army reactor permits. Included are records of material movements, instructions concerning movements, registers, issue receipts, inventory and material accounting records, damaged shipment reports, waste disposal reports, and similar information.                      Disposition: Code T75: Keep in CFA until no longer needed for conducting business, then retire to RHA. The RHA will retire to the FRC when record is 10 years old. The FRC will destroy the record when the record is 75 years old.</p>	<p>NC1-AU-80-17</p>	

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4	<p>FN: 11-9h (formerly 385-11i)                      Title: Radiation inspections                      Authority:                      Privacy Act: Not applicable                      Description: Information that supplements surveys conducted at the local level. It evaluates and provides guidance on eliminating potential hazards in using radiation sources and on improving the radiation safety program. This information includes inspections conducted by outside agencies, such as the Nuclear Regulatory Commission (NCR), the Department of the Army Inspector General (DAIG), and higher headquarters; and special and routine radiation safety inspections, and microwave, laser, and high intensity light source inspections conducted by the U.S. Army Center for Health Promotion and Preventive Medicine. Included are notifications, inspection reports and results, replies to inspection findings, staff assistance information, correspondence on corrective actions taken, and similar information. Note: Use FN 11-9j for radiation incident cases and FN 11-9p for information pertaining to decommissioning.                      Disposition: Code KE6: Event is after the next similar inspection or survey, whichever is sooner. <i>Applicable.</i>                      Keep in CFA until event occurs and then until no longer needed for conducting business, but not longer than 6 years after the event, then destroy.</p>	N1-AU-96-1	
5	<p>FN: 11-9j (formerly 385-11k)                      Title: Radiation incident cases                      Authority:                      Privacy Act: A0040-14DASG                      Description: Information about investigating and reporting cases of overexposure of individuals or the environment to radiation or radioactive materials. Included are telephonic and electronic incident reports; overexposure and laboratory spill reports; reports of loss or theft of radioactive materials; accelerator, x-ray, nuclear reactor, or comparable incident reports; unexpected releases to the environment; radioactive contamination of facilities; and similar information. Note: Use FN 50-5a for accidents or incidents involving nuclear weapons. Use FN 11-9h for information pertaining to radiation inspections.                      Disposition: Code T75: Keep in CFA until no longer needed for conducting business, then retire to RHA. The RHA will retire to the FRC when record is 10 years old. The FRC will destroy the record when the record is 75 years old.</p>	N1-AU-96-1	

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6	<p>FN: 11-9k (formerly 385-11m)                      Title: Radioactive material licensing                      Authority:                      Privacy Act: Not applicable                      Description: Information relating to obtaining and issuing U.S. Nuclear Regulatory Commission (NRC) licenses, Army radiation authorizations, and Army reactor permits to procure and use ionizing radiation sources. Included are license, authorization, and permit applications; coordinating actions; the license authorizations and permits themselves and amendments thereto; and similar information.                      Disposition: Code TE75: Event is termination of license, authorization or permit. Keep in CFA until event occurs and then until no longer needed for conducting business, then retire to RHA. The RHA will retire the record to the FRC 10 years after the event. The FRC will destroy the record 75 years after the event.</p>	II-NN-3552	
7	<p>FN: 11-9m (formerly 385-11p)                      Title: Radiation operating logs                      Authority:                      Privacy Act: Not applicable                      Description: Operating logs used by radiation facilities. These files accumulate in offices of radiation safety officers and directors of nuclear reactor facilities.                      Disposition: Code T75: Keep in CFA until no longer needed for conducting business, then retire to RHA. The RHA will retire to the FRC when record is 10 years old. The FRC will destroy the record when the record is 75 years old.</p>	NC1-AU-80-51	

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8	<p>FN: 11-9n (formerly 385-11p)                      Title: Radiation facilities                      Authority:                      Privacy Act: Not applicable                      Description: Information relating to the radiation health and safety review of plans and specifications for the location, design, layout, construction, or modification of facilities in which radiation sources are received, stored, used, or produced. These files accumulate in offices of radiation safety officers and directors of nuclear reactor facilities. Included are design analyses, drawings, sketches, calculations, studies, recommendations, coordination actions, daily and weekly checklists, and similar information. Note: Use FN 11-9p for information pertaining to decommissioning.                      Disposition: Code KE6: Event is when the facility is no longer used for radiation sources. Keep in CFA until event occurs and then until no longer needed for conducting business, but not longer than 6 years after the event, then destroy.</p>	NC1-AU-80-51	
9	<p>FN: 11-9o                      Title: User listings                      Authority:                      Privacy Act: A0040-14DASG                      Description: For the purpose of demonstrating regulatory compliance, information on persons authorized to handle radiation sources that reflect training, experience and certification. Included are listings of approved users, listings of experience and training, and similar information.                      Note: Use FN 50-5e for user listings involving nuclear weapons.                      Disposition: Code TE10: Event is after transfer or separation of the person and a subsequent NRC or similar inspection has occurred. Keep in CFA until event occurs and then until no longer needed for conducting business, then retire to RHA. The RHA will destroy the record 10 years after the event.</p>		

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10	<p>FN: 11-9p                      Title: Decommissioning records                      Authority:                      Privacy Act: Not applicable.                      Description: Information about the use and storage of radioactive material that is important to the decommissioning of a facility in an identified location. This includes all information required by 10 CFR 30.35(g) (3) for NRC-licensed material and as similarly applied for radioactive material held under authority of Army radiation authorizations.                      Disposition: Code KE6: Event is after the site is released for unrestricted use. Keep in CFA until event occurs and then until no longer needed for conducting business, but not longer than 6 years after the event, then destroy.</p>		
11	<p>Electronic copies created on electronic mail and word processing systems will be deleted after recordkeeping copy has been produced and when no longer needed for reference, updating, revision, or dissemination.</p> <p>Item 2. NRC is very careful about terminating licenses. When the NRC terminates a license, you can be sure that everything has been completed. In addition, the NRC gets copies of the most important of these documents and keeps them "forever". So if anyone ever needs one of them, they can get them from the NRC.</p> <p>Item 8. Mostly has to do with x-ray rooms in hospitals and industrial x-ray facilities and not NRC radioactive material facilities. No radioactive contamination, only shielding, design, etc.</p>		