

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: National Archives and Records Administration (NIR) 8601 Adelphi Road, College Park, MD 20740-6001		JOB NUMBER NI-AU-96-1	DATE RECEIVED 1-19-96
1. FROM (Agency or establishment) U.S. Army		NOTIFICATION TO 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION U.S. Army Publishing and Printing Command			
3. MINOR SUBDIVISION USA Publishing and Records Mgt Center, Records Management Div			
4. NAME OF PERSON WITH WHOM TO CONFER KANDY LIGHT	5. TELEPHONE (703)806-3556	DATE 1-1-97	ARCHIVIST OF THE UNITED STATES John W. Carl

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 1 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 11 MAR 97	SIGNATURE OF AGENCY REPRESENTATIVE <i>Howard N. Greenhalgh</i> HOWARD N. GREENHALGH	TITLE Chief, Records Management Division
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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 GRS OR SUPERSEDED JOB CITATION	10.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 proponent of AR 385-11, Ionizing Radiation Protection (Licensing, Control, Transportation, Disposal and Radiation Safety) has requested changes to disposition of the following files. Requested dispositions are based on NRC and EPA guidelines. HQDA point of contact is COL Robert N. Cherry, (410)671-4279.</p> <p>FN: 385-11d Title: Radiation Analysis Description: Information on detecting and recording levels of radiation or radioactivity in material samples or objects, and the environment where radioactive materials are used. Included are chemical and radiation analysis reports; process control analysis reports; leak and wipe tests; air, biological, water, soil, and vegetation samples; and similar reports, logs, or information. Disposition: a. Laboratory performing analyses: Retain for 5 years and destroy in CFA. b. Offices of radiation protection officers: Retain until closure of installation. Destroy upon accomplishment of surveys that confirm eligibility of installation for release or unrestricted use. For those records that document release of radioactive effluents to the environment, destroy after closure of installation (release for unrestricted use) in coordination with Federal, state and local environmental and radiological bureaus.</p>	NC1-AU-80-17	

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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: 385-11i Title: Radiation Inspections Description: Information that supplements surveys available at the local and regional level. It evaluates and provides guidance on eliminating potential hazards in using radiation sources. This information relates to inspections conducted by Nuclear Regulatory Commission (NRC) and higher headquarters; special and routine radiation protection surveys; and microwave, laser, and high intensity light source surveys conducted by the U.S. Army Center for Health Promotion and Preventive Medicine (CHPPM). Included are notifications, inspection reports, staff assistance information, correspondence on corrective actions, and similar information. NOTE: For local radiation surveys files, use FN 385-11a. Reports and information maintained by the CHPPM will be identified as preventive medicine surveys. Disposition: Retain for 5 years and destroy in CFA.</p>	NC1-AU-78-44	
3	<p>FN: 385-11j Title: Radiation Reports Description: Information on reporting the use of ionizing radiation for actual and experimental diagnostic and therapeutic services, research, development, and industrial purposes, and other applications. Included are activity, status, or operating reports and similar information. Disposition: a. Office performing Armywide responsibility: Destroy after 75 years. PERMANENT. b. Reporting installation or activity: maintain on site. Destroy upon termination of license. c. Other offices: Destroy after 5 years.</p>	NC1-AU-78-44	
4	<p>FN: 385-11k Title: Radiation incident cases Privacy Act: A0040-14DASG Description: Information about investigating and reporting cases of overexposure of individuals and the environment to ionizing radiation and comparable incidents involving radioactive materials. Included are telegraphic reports of incidents; reports of overexposures and laboratory spills; reports of loss or theft of radioactive materials; reports of accelerator, x-ray, nuclear reactor or comparable incidents; and similar information. Disposition: a. OTSG: Maintain on site. Destroy when 75 years old. b. Offices of radiation protection officers: Destroy after 30 years.</p>	NC1-AU-78-44	
5	<p>FN: 385-11n Title: Instrument and source calibration files Description: Information on calibrating radiation sources and instruments that measure radiation. Included are calibration logs, manufacturers and locally developed calibration standards, and similar information. Disposition: a. Source calibration certificates: Destroy 3 years after disposal of the related radiation sources. b. Logs and other papers: Destroy when 5 years old.</p>	NC1-AU-78-44	

change made per comment of ARMY records 4/14/97 SK