

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

7 items

(See Instructions on Reverse)

430

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

LEAVE BLANK	
DATE RECEIVED JUL 11 1975	JOB NO NC-430-76-3
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 USC 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with drawn" in column 10	
8-19-75 (Date)	<i>James B. Rhoads</i> Archivist of the United States

1. FROM (AGENCY OR ESTABLISHMENT)
U.S. Energy Research and Development Administration

2. MAJOR SUBDIVISION
ERDA Offices and Cost-Type Contractors

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
Robert K. Carpenter

5. TEL EXT
IDS 119-4151

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

7/9/75
Date

Loren L. Rademacher
for Loren L. Rademacher
(Signature of Agency Representative)

Chief, Records Management Br., OC
(Title)

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1.	Procurement files (as described in item 4., below) involving transactions of \$25,000 or more and documenting the initiation and development of transactions that are highly unusual, highly significant, and substantially deviate from established precedents with respect to general agency procurement or major procurement programs.	GRS 3,1	
	Permanent. <i>offer to National Archives within 25 years.</i>		
2.	Classified document control and accountability records.	IINNA2984(4)	
	o. Reports of unaccounted-for documents, prepared to inform ERDA security offices of unaccounted-for classified documents, reflecting details concerning identification of documents, names of persons who had access, and other circumstances and details concerning the case.		
	Until document is found, or 1 year after date of report, whichever is later.		

Copy to Agency and all centers except NPRC, INC, 3NC-P, 6NC. 8-22-75

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7 ITEM NO	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
3.	<p>Records of cases involving violations of the Atomic Energy Act or other Federal laws of security interest, as covered by ERDAM 2601.</p> <p>a. Cases which are or were of widespread public, governmental, or Congressional interest.</p> <p style="text-align: center;">Permanent. <i>Offer to National Archives within 25 years.</i></p> <p>b. Others.</p> <p style="text-align: center;">25 years.</p>		
4.	<p>Firearms Qualification Record, Form ERDA-614, containing scores obtained by guards, couriers, and auxiliary guards in qualifying for their positions.</p> <p style="text-align: center;">1 year.</p>		
5.	<p>Reports of apparent losses (as defined in paragraph A.1. in ERDA Appendix 7401-C) of source or nuclear material.</p> <p>a. Cases which are of widespread public, governmental, or Congressional interest, subject to review every 10 years to verify that reports should remain in that category.</p> <p style="text-align: center;">Permanent. <i>Offer to National Archives within 25 years.</i></p> <p>b. Others, subject to review every 10 years to ascertain that report still represents an apparent loss.</p> <p style="text-align: center;">25 years.</p>		