

# WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0434-2015-0004

## Request for Records Disposition Authority

Records Schedule Number	DAA-0434-2015-0004
Schedule Status	Returned Without Action
Agency or Establishment	National Nuclear Security Administration
Record Group / Scheduling Group	General Records of the Department of Energy
Records Schedule applies to	Major Subdivision
Major Subdivision	Nuclear Nonproliferation (NA-20)/Office of Nuclear Verification (NA-243)
Schedule Subject	Highly Enriched Uranium (HEU) Transparency Program
Internal agency concurrences will be provided	No
Background Information	<p>Overview - The 1993 Agreement Between the Government of the United States of America and the Government of the Russian Federation Concerning the Disposition of Highly Enriched Uranium Extracted from Nuclear Weapons (the Highly Enriched Uranium (HEU) Purchase Agreement) provides for the safe and mutually beneficial disposition of 500 Metric Tons (MT) of surplus Russian HEU from dismantled nuclear weapons by converting the HEU into Low Enriched Uranium (LEU) for peaceful use in the United States.</p> <p>The HEU Transparency Program, managed by the U.S. National Nuclear Security Administration's Office of Nonproliferation and International Security (NNSA/NIS), has the right and the responsibility to assess Russian HEU conversion and downblending activities under the 1993 Agreement. These assessments compare Russian HEU process declaration information against data received from U.S. developed instruments and through firsthand observations by U.S. monitors during Special Monitoring Visits (SMVs) in Russian uranium processing facilities.</p> <p>The Program's mission is to provide confidence that the nonproliferation objectives of the 1993 Agreement are fulfilled by determining that the LEU delivered under the Agreement is derived from downblending 500 MT of Russian HEU from dismantled nuclear weapons.</p> <p>Under the Agreement, Russia annually downblends 30 metric tons (MT) of weapons-usable HEU into LEU, the equivalent of approximately 1,200 nuclear weapons. Both countries exercise reciprocal confidence-building transparency measures under the Agreement. When HEU downblending and subsequent LEU</p>

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deliveries to the United States under the Agreement are completed in 2013, the Program will have monitored the elimination 500 MT of Russian HEU, the rough equivalent of 20,000 nuclear weapons. The United States and the Russian Federation have designated the United States Enrichment Corporation (USEC) and Techsnabexport (Tenex) as their respective executive agents for all commercial aspects of the Agreement.

The Program performs 24 SMVs every year, six to each of the four Russian nuclear facilities that process HEU under the Agreement. SMVs are the cornerstone of U.S. transparency monitoring, allowing U.S. technical experts to observe Russian uranium processing firsthand, and to obtain both Russian HEU processing documentation and measurement data from U.S.-designed instruments. The four facilities included in the SMVs are the Siberian Chemical Enterprises (SChE) in Seversk, the Mayak Production Association (MPA) in Ozersk, the Ural Electrochemical Integrated Enterprise (UEIE) in Novouralsk, and the Electrochemical Plant (ECP) in Zelenogorsk.

#### Assumptions:

1. Project Completion – HEU Transparency Program project completion date is planned for October 1, 2014. At the date of project completion (also referred to as the cutoff date) the applicable records retention periods will begin.
2. Record Classifications – Many of the HEU Transparency Program records are classified based on the content and sensitivity of the information. All classified and sensitive unclassified records will be appropriately identified, marked, and protected in accordance with DOE/NNSA policies and procedures.
3. Record Format – HEU Transparency Program records are created and maintained in hardcopy and electronic formats.
  - a. Permanent records may be transferred to the National Archives and Records Administration (NARA) in hardcopy and electronic formats.
  - b. Temporary records are currently allowed at the Washington National Records Center (WNRC) only in hardcopy.
4. WNRC/NARA Transfers – The HEU Transparency Program project records will remain in the custody of the HEU Transparency Program for a maximum of five years after project completion, and then be transferred to WNRC, NARA, or another approved records center/ records storage facility as applicable. This will provide adequate time and immediate access to applicable records to answer and/or resolve any activities associated with the Program or its closeout.

#### Acronyms

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Records Schedule. DAA-0434-2015-0004

BDMS Blend Down Monitoring System  
DOE U.S. Department of Energy  
ECP Electrochemical Plant  
GAO Government Accounting Office  
HEU Highly Enriched Uranium  
LEU Low Enriched Uranium  
MC&A Material Control and Accountability  
MPA Mayak Production Association  
MT Metric Tons  
NARA National Archives and Records Administration  
NDA Non-Destructive Assay  
NNSA National Nuclear Security Administration  
NIS Office of Nonproliferation and International Security  
PPO Permanent Presence Office (also called TMO-Transparency Monitoring Office)  
SChE Siberian Chemical Enterprise  
SMART System for Monitoring Analysis, Reporting and Tracking  
SMV Special Monitoring Visit  
TENEX Techsnabexport  
TMO Transparency Monitoring Office (also called PPO-Permanent Presence Office)  
UEIE Ural Electrochemical Integrated Enterprise  
USEC United States Enrichment Corporation  
WNRC Washington National Records Center

## Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	25

GAO Approval

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NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0434-2015-0004

## Outline of Records Schedule Items for DAA-0434-2015-0004

Sequence Number	
1	1. Agreements
1.1	a. Initial/Primary Disposition Authority Number: DAA-0434-2015-0004-0001
1.2	b. Protocol Annexes Disposition Authority Number: DAA-0434-2015-0004-0002
2	2. Correspondence
2.1	a. Diplomatic Correspondence Disposition Authority Number: DAA-0434-2015-0004-0003
2.2	b. Other Correspondence Disposition Authority Number: DAA-0434-2015-0004-0004
3	3. Audits
3.1	Internal/External Audits Disposition Authority Number: DAA-0434-2015-0004-0005
4	4. Plans
4.1	HEU Program Health and Safety Plan Disposition Authority Number: DAA-0434-2015-0004-0006
5	5. Facility Information
5.1	a. Russian Site Reference Manuals Disposition Authority Number: DAA-0434-2015-0004-0007
5.2	b. U.S. Facility Data/Documentation Disposition Authority Number: DAA-0434-2015-0004-0008
6	6. Monitoring
6.1	a. Technical Data Management System Disposition Authority Number: DAA-0434-2015-0004-0009
6.2	b. System Design Information Disposition Authority Number: DAA-0434-2015-0004-0010
6.3	c. Monitoring Photos Disposition Authority Number: DAA-0434-2015-0004-0011
7	7. Special Monitoring Visit (SMV) Project Files
7.1	a. Electrochemical Plant (ECP) in Zelenogorsk Disposition Authority Number: DAA-0434-2015-0004-0012
7.2	b. Mayak Production Association (MPA) in Ozersk Disposition Authority Number: DAA-0434-2015-0004-0013
7.3	c. Siberian Chemical Enterprises (SChE) in Seversk

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	Disposition Authority Number: DAA-0434-2015-0004-0014
7.4	d. Ural Electrochemical Integrated Enterprise (UEIE) in Novouralsk Disposition Authority Number: DAA-0434-2015-0004-0015
8	8. Reports
8.1	a. Final Program Reports Disposition Authority Number: DAA-0434-2015-0004-0016
8.2	b. Interim Reports Disposition Authority Number: DAA-0434-2015-0004-0017
9	9. Training
9.1	Technical Training Materials Disposition Authority Number: DAA-0434-2015-0004-0018
10	10. Travel/Trip Reports
10.1	a. Trip Instructions (Monitoring) Disposition Authority Number: DAA-0434-2015-0004-0019
10.2	b. Trip Reports (Monitoring) Disposition Authority Number: DAA-0434-2015-0004-0020
10.3	c. Trip Reports (Non-Monitoring) Disposition Authority Number: DAA-0434-2015-0004-0021
11	11. Meetings
11.1	Minutes, Agendas, and Summaries Disposition Authority Number: DAA-0434-2015-0004-0022
12	12. Presentations
12.1	Program Papers Disposition Authority Number: DAA-0434-2015-0004-0023
13	13. Contracts
13.1	Russian Contracts Disposition Authority Number: DAA-0434-2015-0004-0024
14	14. Press Information
14.1	Program Press Releases Disposition Authority Number: DAA-0434-2015-0004-0025

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NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0434-2015-0004

## Records Schedule Items

Sequence Number										
1	<b>1. Agreements</b>									
1.1	<b>a. Initial/Primary</b>									
	Disposition Authority Number      DAA-0434-2015-0004-0001									
	Initial 1993 HEU Purchase Agreement, Subordinate Protocols, and Memorandum of Understanding. (Unclassified)									
	Final Disposition                      Permanent									
	Item Status                              Withdrawn									
	Is this item media neutral?          Yes									
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      No									
	<b>Disposition Instruction</b>									
	Cutoff Instruction                      Cutoff at project completion									
	Transfer to Inactive Storage          Transfer to NARA five years after cutoff.									
	Transfer Electronic Records to the National Archives for Pre-Accessioning      Transfer electronic records to the National Archives for pre-accessioning 5 year(s) after cutoff.									
	Transfer to the National Archives for Accessioning      Transfer to the National Archives 5 year(s) after cutoff.									
	<b>Additional Information</b>									
	First year of records accumulation      1993									
	What will be the date span of the initial transfer of records to the National Archives?      From 1993 To 2014									
	How frequently will your agency transfer these records to the National Archives?      Every 5 Years									
	<table border="1"><thead><tr><th></th><th>Estimated Current Volume</th><th>Annual Accumulation</th></tr></thead><tbody><tr><td>Electronic/Digital</td><td></td><td></td></tr><tr><td>Paper</td><td>.3 Cubic feet</td><td></td></tr></tbody></table>		Estimated Current Volume	Annual Accumulation	Electronic/Digital			Paper	.3 Cubic feet	
	Estimated Current Volume	Annual Accumulation								
Electronic/Digital										
Paper	.3 Cubic feet									

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NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
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Microform		
Hardcopy or Analog Special Media		

1.2

## b. Protocol Annexes

Disposition Authority Number DAA-0434-2015-0004-0002

### Protocol Annexes (Classified)

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

### Disposition Instruction

Cutoff Instruction Cutoff at project completion.

Transfer to Inactive Storage Transfer to NARA five years after cutoff.

Transfer Electronic Records to the National Archives for Pre-Accessioning Transfer electronic records to the National Archives for pre-accessioning 5 year(s) after cutoff.

Transfer to the National Archives for Accessioning Transfer to the National Archives 5 year(s) after cutoff.

### Additional Information

First year of records accumulation 1993

What will be the date span of the initial transfer of records to the National Archives? From 1993 To 2014

How frequently will your agency transfer these records to the National Archives? Every 5 Years

	Estimated Current Volume	Annual Accumulation
Electronic/Digital		
Paper	3 Cubic feet	

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Microform		
Hardcopy or Analog Special Media		

2

2.1

## 2. Correspondence

### a. Diplomatic Correspondence

Disposition Authority Number DAA-0434-2015-0004-0003

Diplomatic notes and correspondence exchanged between the United States and Russian Federation effecting the completion of the Agreement. (Unclassified)

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

### Disposition Instruction

Cutoff Instruction Cut off at project completion.

Transfer to Inactive Storage Transfer to NARA five years after cutoff.

Transfer Electronic Records to the National Archives for Pre-Accessioning Transfer electronic records to the National Archives for pre-accessioning 5 year(s) after cutoff.

Transfer to the National Archives for Accessioning Transfer to the National Archives 5 year(s) after cutoff.

### Additional Information

First year of records accumulation 1993

What will be the date span of the initial transfer of records to the National Archives? From 1993 To 2014

How frequently will your agency transfer these records to the National Archives? Every 5 Years

	Estimated Current Volume	Annual Accumulation
Electronic/Digital		

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Paper	1 Cubic feet	
Microform		
Hardcopy or Analog Special Media		

2.2

## b. Other Correspondence

Disposition Authority Number DAA-0434-2015-0004-0004

Other official correspondence (excluding letters of notification and letters of invitation scheduled under Item 11) between United States and Russian program counterparts. (Classified)

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

### Disposition Instruction

Cutoff Instruction Cut off at project completion.

Transfer to Inactive Storage Transfer to WNRC or approved records center/ storage facility five years after cutoff.

Retention Period Destroy 25 year(s) after cutoff.

### Additional Information

GAO Approval Not Required

3

## 3. Audits

3.1

### Internal/External Audits

Disposition Authority Number DAA-0434-2015-0004-0005

Internal and external audits and related correspondence (i.e., Government Accounting Office (GAO), Inspector General (IG), etc.). (Classified & Unclassified)

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

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	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	<b>Disposition Instruction</b>	
	Cutoff Instruction	Cut off at project completion.
	Transfer to Inactive Storage	Transfer to WNRC or approved records center/ storage facility five years after cutoff.
	Retention Period	Destroy 75 year(s) after cutoff.
	<b>Additional Information</b>	
	GAO Approval	Not Required
4	<b>4. Plans</b>	
4.1	<b>HEU Program Health and Safety Plan</b>	
	Disposition Authority Number	DAA-0434-2015-0004-0006
	<b>HEU Program Health and Safety Plan (Developed by Lawrence Livermore National Laboratory.) (Unclassified)</b>	
	Final Disposition	Temporary
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	<b>Disposition Instruction</b>	
	Cutoff Instruction	Cut off at project completion.
	Transfer to Inactive Storage	Transfer to WNRC or approved records center/ storage facility five years after cutoff.
	Retention Period	Destroy 75 year(s) after cutoff.
	<b>Additional Information</b>	
	GAO Approval	Not Required
5	<b>5. Facility Information</b>	
5.1	<b>a. Russian Site Reference Manuals</b>	
	Disposition Authority Number	DAA-0434-2015-0004-0007

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Site reference manuals for each Russian plant/site which includes Russian plant plans and process descriptions. (Classified)

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

## Disposition Instruction

Cutoff Instruction Cut off at project completion.

Transfer to Inactive Storage Transfer to WNRC or approved records center/ storage facility five years after cutoff.

Retention Period Destroy 75 year(s) after cutoff.

## Additional Information

GAO Approval Not Required

5.2

## b. U.S. Facility Data/Documentation

Disposition Authority Number DAA-0434-2015-0004-0008

U.S. facility data and documentation on U.S. plant/site compiled from United States Enrichment Corporation (USEC) reports and data for U.S. use and information. (Classified)

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

## Disposition Instruction

Cutoff Instruction Cut off at project completion.

Transfer to Inactive Storage Transfer to WNRC or approved records center/ storage facility five years after cutoff.

Retention Period Destroy 25 year(s) after cutoff.

## Additional Information

GAO Approval Not Required

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## 6. Monitoring

6.1

### a. Technical Data Management System

Disposition Authority Number DAA-0434-2015-0004-0009

System for Monitoring Analysis, Reporting and Tracking (SMART) technical data management system. The information obtained from all Special Monitoring Visits (SMVs) is input into the system to provide expedient data analysis, trends, and reports. (Note: The information contained in SMART will be exported to an .xlsx and/or .csv file thereby eliminating the need for the Cold Fusion web server and Oracle database server to view data. The final reports generated from the system are considered the record of results from the SMVs and scheduled separately from the raw data.) (Classified)

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? No

#### Disposition Instruction

Cutoff Instruction Cut off at project completion.

Transfer to Inactive Storage Transfer to WNRC or approved records center/ storage facility five years after cutoff.

Retention Period Destroy 25 year(s) after cutoff.

#### Additional Information

GAO Approval Not Required

6.2

### b. System Design Information

Disposition Authority Number DAA-0434-2015-0004-0010

Blend Down Monitoring System (BDMS) and Non-Destructive Assay (NDA) system design documents and installation, maintenance, and operations manuals. (Classified)

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

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6.3

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
<b>Disposition Instruction</b>	
Cutoff Instruction	Cut off at project completion.
Transfer to Inactive Storage	Transfer to WNRC or approved records center/ storage facility five years after cutoff.
Retention Period	Destroy 25 year(s) after cutoff.
<b>Additional Information</b>	
GAO Approval	Not Required
<b>c. Monitoring Photos</b>	
Disposition Authority Number	DAA-0434-2015-0004-0011
Photos representing monitoring activities and processing for each Russian and U.S. processing site. (Unclassified)	
Final Disposition	Temporary
Item Status	Withdrawn
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
Do any of the records covered by this item exist as structured electronic data?	No
<b>Disposition Instruction</b>	
Cutoff Instruction	Cut off at project completion.
Transfer to Inactive Storage	Transfer to WNRC or approved records center/ storage facility five years after cutoff.
Retention Period	Destroy 75 year(s) after cutoff.
<b>Additional Information</b>	
GAO Approval	Not Required

7

**7. Special Monitoring Visit (SMV) Project Files**  
Russian monitoring data and declarations, and U.S. process observation categorized by Russian plant/site, SMV number, and date. Each visit, from start to finish, is compiled and retained as one "unit" collection or project file.

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7.1

**Russian Declarations:** Includes forms provided by the Russian facility that indicate quantities and types of material transferred from site to site or facility to facility within a site. (i.e. weighing documents, shipping documents). **\*\*Note:** All Health and Safety Data consists of data provided by the Russian site to the team upon departure. (Reports are verified through independent US analysis of dosimeter readings performed by Lawrence Livermore National Laboratory.) **U.S. Process Observations:** Includes forms that document information observed by the US side during each monitoring visit.

**a. Electrochemical Plant (ECP) in Zelenogorsk**

Disposition Authority Number      DAA-0434-2015-0004-0012

**Russian Declaration Forms and Information • K Forms 1, 11, 12, 14 and 15 • Documents 1.2 and 1.3 • ECP 1 Form • Health and Safety data: contains data provided by the Russian site to the team upon departure. (Reports are verified through independent US analysis of dosimeter readings performed by Lawrence Livermore National Laboratory.) US Process Observation Forms and Information • NDA Forms • BDMS documents including BP-1 Form • Warehouse 15 documents • Building 308 documents • Seal Forms and seal photographs • Monitor notebooks (Classified)**

Final Disposition                      Temporary

Item Status                              Withdrawn

Is this item media neutral?          Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      No

**Disposition Instruction**

Cutoff Instruction                      Cut off at project completion.

Transfer to Inactive Storage          Transfer to WNRC or approved records center/ storage facility five years after cutoff.

Retention Period                        Destroy 25 year(s) after cutoff.

**Additional Information**

GAO Approval                            Not Required

7.2

**b. Mayak Production Association (MPA) in Ozersk**

Disposition Authority Number      DAA-0434-2015-0004-0013

**Russian Declaration Forms and Information • K-1 forms • POM forms 1, 2, 3 and 4 • Health and Safety data: contains data provided by the Russian site to the team upon departure. (Reports are verified through independent US analysis of dosimeter readings performed by Lawrence Livermore National Laboratory.) US Process Observation Forms and Information • NDA Forms • Forms from Amber**

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Facility • Forms from Workshop 117 • Seal Forms and seal photographs • Monitor notebooks (Classified)

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

## Disposition Instruction

Cutoff Instruction Cut off at project completion.

Transfer to Inactive Storage Transfer to WNRC or approved records center/ storage facility five years after cutoff.

Retention Period Destroy 25 year(s) after cutoff.

## Additional Information

GAO Approval Not Required

7.3

### c. Siberian Chemical Enterprises (SChE) in Seversk

Disposition Authority Number DAA-0434-2015-0004-0014

Russian Declaration Forms and Information • K Forms 1, 11, 12, and 15 • SCC-1 and SCC-2 Forms • CY4, CY5, CY6 Forms • Documents 1.2 and 1.3 • Health and Safety data: contains data provided by the Russian site to the team upon departure. (Reports are verified through independent US analysis of dosimeter readings performed by Lawrence Livermore National Laboratory.) US Process Observation Forms and Information • NDA Forms • BDMS documents including BP-1 Form • Forms from the Enrichment Plant • Forms from the Conversion Plant • Forms from the Chemical Metallurgy Plant • Seal Forms and seal photographs • Monitor notebooks (Classified)

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

## Disposition Instruction

Cutoff Instruction Cut off at project completion.

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	Transfer to Inactive Storage	Transfer to WNRC or approved records center/ storage facility five years after cutoff.
	Retention Period	Destroy 25 year(s) after cutoff.
	Additional Information	
	GAO Approval	Not Required
7.4	d. Ural Electrochemical Integrated Enterprise (UEIE) in Novouralsk	
	Disposition Authority Number	DAA-0434-2015-0004-0015
	Russian Declaration Forms and Information • K Forms 1, 11, 12, 14 and 15 • Documents 1.2 and 1.3 • Health and Safety data: contains data provided by the Russian site to the team upon departure. (Reports are verified through independent US analysis of dosimeter readings performed by Lawrence Livermore National Laboratory.) US Process Observation Forms and Information • Transfer Facility Processing • BDMS documents including BP-1 Form • NDA Forms • HEU Inventory Forms • Seal Forms and seal photographs • Monitor notebooks (Classified)	
	Final Disposition	Temporary
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	Disposition Instruction	
	Cutoff Instruction	Cut off at project completion.
	Transfer to Inactive Storage	Transfer to WNRC or approved records center/ storage facility five years after cutoff.
	Retention Period	Destroy 25 year(s) after cutoff.
	Additional Information	
	GAO Approval	Not Required
8	8. Reports	
8.1	a. Final Program Reports	
	Disposition Authority Number	DAA-0434-2015-0004-0016
	Final, end of program technical reports, including: Facility Reports, BDMS, NDA, Seals, Health Physics, and Analytical Reports. (Classified)	
	Final Disposition	Temporary



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	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	<b>Disposition Instruction</b>	
	Cutoff Instruction	Cut off at project completion.
	Transfer to Inactive Storage	Transfer to WNRC or approved records center/ storage facility five years after cutoff.
	Retention Period	Destroy 75 year(s) after cutoff,
	<b>Additional Information</b>	
	GAO Approval	Not Required
8.2	<b>b. Interim Reports</b>	
	Disposition Authority Number	DAA-0434-2015-0004-0017
	Interim technical reports and technical meeting summaries. (Classified)	
	Final Disposition	Temporary
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	<b>Disposition Instruction</b>	
	Cutoff Instruction	Cut off at project completion.
	Transfer to Inactive Storage	Transfer to WNRC or approved records center/ storage facility five years after cutoff.
	Retention Period	Destroy 25 year(s) after cutoff.
	<b>Additional Information</b>	
	GAO Approval	Not Required
9	<b>9. Training</b>	
9.1	<b>Technical Training Materials</b>	
	Disposition Authority Number	DAA-0434-2015-0004-0018
	Technical Training Materials (Classified)	

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	Is this item media neutral?	Yes
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	<b>Disposition Instruction</b>	
	Cutoff Instruction	Cut off at project completion.
	Transfer to Inactive Storage	Transfer to WNRC or approved records center/ storage facility five years after cutoff.
	Retention Period	Destroy 25 year(s) after cutoff.
	<b>Additional Information</b>	
	GAO Approval	Not Required
10	<b>10. Travel/Trip Reports</b>	
10.1	<b>a. Trip Instructions (Monitoring)</b>	
	Disposition Authority Number	DAA-0434-2015-0004-0019
	Transparency monitoring visit instructions. (Classified)	
	Final Disposition	Temporary
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	<b>Disposition Instruction</b>	
	Cutoff Instruction	Cut off at project completion.
	Transfer to Inactive Storage	Transfer to WNRC or approved records center/ storage facility five years after cutoff.
	Retention Period	Destroy 25 year(s) after cutoff.
	<b>Additional Information</b>	
	GAO Approval	Not Required
10.2	<b>b. Trip Reports (Monitoring)</b>	
	Disposition Authority Number	DAA-0434-2015-0004-0020

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	<b>Transparency monitoring visit trip reports. (Classified)</b>
	Final Disposition Temporary
	Item Status Withdrawn
	Is this item media neutral? Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No
	<b>Disposition Instruction</b>
	Cutoff Instruction Cut off at project completion.
	Transfer to Inactive Storage Transfer to WNRC or approved records center/ storage facility five years after cutoff.
	Retention Period Destroy 25 year(s) after cutoff.
	<b>Additional Information</b>
	GAO Approval Not Required
10.3	<b>c. Trip Reports (Non-Monitoring)</b>
	Disposition Authority Number DAA-0434-2015-0004-0021
	<b>Non-Transparency monitoring trip reports for activities such as Transparency Review Committees or technical meetings. (Classified)</b>
	Final Disposition Temporary
	Item Status Withdrawn
	Is this item media neutral? Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No
	<b>Disposition Instruction</b>
	Cutoff Instruction Cut off at project completion.
	Transfer to Inactive Storage Transfer to WNRC or approved records center/ storage facility five years after cutoff.
	Retention Period Destroy 25 year(s) after cutoff.
	<b>Additional Information</b>
	GAO Approval Not Required
11	<b>11. Meetings</b>

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NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule. DAA-0434-2015-0004

11.1

## Minutes, Agendas, and Summaries

Disposition Authority Number DAA-0434-2015-0004-0022

Primary meeting minutes, agendas and summaries between the U.S. and Russian Federation to include technical meetings and Transparency Review Committee meetings. (Classified)

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

### Disposition Instruction

Cutoff Instruction Cut off at project completion.

Transfer to Inactive Storage Transfer to WNRC or approved records center/ storage facility five years after cutoff.

Retention Period Destroy 25 year(s) after cutoff.

### Additional Information

GAO Approval Not Required

12

## 12. Presentations

12.1

### Program Papers

Disposition Authority Number DAA-0434-2015-0004-0023

Program papers presented to the Institute of Nuclear Materials Management (INMM) or to/in other public forums. (Unclassified)

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

### Disposition Instruction

Cutoff Instruction Cut off at project completion.

Transfer to Inactive Storage Transfer to WNRC or approved records center/ storage facility five years after cutoff.

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NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0434-2015-0004

	Retention Period	Destroy 25 year(s) after cutoff.
	Additional Information	
	GAO Approval	Not Required
13	<b>13. Contracts</b>	
13.1	<b>Russian Contracts</b>	
	Disposition Authority Number	DAA-0434-2015-0004-0024
	Contracts with Russian entities. (Unclassified)	
	Final Disposition	Temporary
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	Disposition Instruction	
	Cutoff Instruction	Cut off at project completion.
	Transfer to Inactive Storage	Transfer to WNRC or approved records center/ storage facility five years after cutoff.
	Retention Period	Destroy 25 year(s) after cutoff.
	Additional Information	
	GAO Approval	Not Required
14	<b>14. Press Information</b>	
14.1	<b>Program Press Releases</b>	
	Disposition Authority Number	DAA-0434-2015-0004-0025
	Program press releases, significant news articles, selected fact sheets/brochures. (Unclassified)	
	Final Disposition	Temporary
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	Disposition Instruction	

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# WITHDRAWN RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: **DAA-0434-2015-0004**

Cutoff Instruction	Cutoff at project completion.
Transfer to Inactive Storage	Transfer to WNRC or approved records center/ storage facility five years after cutoff.
Retention Period	Destroy 25 year(s) after cutoff.
Additional Information	
GAO Approval	Not Required

# WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0434-2015-0004

## 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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

## Signatory Information

Date	Action	By	Title	Organization
01/05/2015	Certify	Josette Bailey	Records Officer	National Nuclear Security Administration - Office of the Chief Information Office
08/06/2015	Return Without Action	Steven Rhodes	Appraiser	National Archives and Records Administration - Records Management Services