REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

| TO:  | NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  |
|      | WASHINGTON, DC 20408                              |

1. FROM (Agency or establishment)
   U.S. Department of Energy

2. MAJOR SUBDIVISION
   Records Management Team (HR-424) (Departmental)

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
   Jeff Martus

5. TELEPHONE
   (301) 903-3481

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 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
   7/3/95

   SIGNATURE OF AGENCY REPRESENTATIVE
   Mary Ann Wallace

   TITLE
   Departmental Records Officer

7. ITEM NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

   Department-wide records schedule for film badges.

   The attached schedule was inadvertently submitted as a site-specific records schedule of the Department of Energy's Lawrence Berkeley Laboratory. However, film badges of the same kind are found at various Department of Energy field sites. Request that the applicability of the schedule be changed as cited above.

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARA USE ONLY)

   LEAVE BLANK (NARA use only)
   JOB NUMBER
   NLR 434-96-4
   DATE RECEIVED
   1/19/96
   ARCHIVIST OF THE UNITED STATES
   7/23/96

   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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

PREVIOUS EDITION NOT USABLE

STANDARD FORM 115 (REV. 3-91)

COPY TO: NARF, National Archives
36 CFR 1228

APR 25 1996

NSN 7540-00-634-4064

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STANDARD FORM 115.

Records Series Title: Personnel Radiation Exposure Dose Records
Alias: LBL Film Badges
Dates: 1945- Present
Volume: 300 cartons 25" x 10" x 4", 6 cartons 10" x 15" x 12".
       (1945-1984)

These records document the monthly radiation doses measured on
Lawrence Berkeley Laboratory employees, visitors and guests.
Each employee or guest working around ionizing radiation wears a
film badge on the upper torso. After the end of every month,
the film badge is sent to the Personal Dosimetry Office of Envi-
ronment, Health and Safety (EH&S), where the radiation dose is
calculated and recorded. The individual then receives a new film
badge for the month.

This series is arranged chronologically and then by employee
badge number. The badges measure 1" x 2" with an identifying-
number perforation on one end. The index to these badges remains
in the Personal Dosimetry Office.

This series is administratively valuable, since the film badges
will be needed by health physicists and epidemiologists to study
the results of work near ionizing radiation. The records also
will be needed to substantiate possible legal claims of excessive
radiation exposure.

The series was transferred to San Bruno in 1975. Upon the
request of the Federal Record Center (FRC), the records were
removed because the Department of Energy (DOE) Schedule 1324.2
required that the records be disposed in one year. LBL knowing
the value or the records did not permit the records to be dis-
posed. The records then were transferred to a commercial storage
company. After several years, due to budget constraints, the
records were transferred to LBL in 1981 and placed in a ware-
house. The Archives and Records Office requests permission to
transfer these records to the Federal Records Center promptly.

The records exhibit "vinegar-syndrome." They are outgasing
acidic acid.

Disposition: Cut off files every year and send to FRC. Destroy
when 75 years old.

The National Personnel Records Center. 11-13-92