

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

*NCD 14 May 81*

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

1. FROM (AGENCY OR ESTABLISHMENT)

U.S. Department of Energy

2. MAJOR SUBDIVISION

Departmental Offices and DOE Cost-Type Contractors

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

Robert K. Carpenter

5. TEL EXT

252-4357

LEAVE BLANK	
JOB NO	<u>NCI-434-81-1</u>
DATE RECEIVED	<u>May 14, 1981</u>
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
<u>1-7-82</u> Date	<u>[Signature]</u> Archivist of the United States

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.

**A** Request for immediate disposal.

**B** Request for disposal after a specified period of time or request for permanent retention.

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
<u>5-12-81</u>	<u>[Signature]</u> Howard H. Raiken	Director, Div. of Mgt. Systems Analysis

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1	<p><u>RADIOACTIVE WASTE DISPOSAL OR UNPLANNED DEPOSITION RECORDS.</u> Records which indicate type of waste (solid, liquid, or gaseous), degree of radioactivity; and for solid waste: date of burial, volume buried, activity level, and storage location. -- Permanent retention is required in DOE 1324.2, Records Disposition-- Contractor Records Schedule 25, item 10b.</p> <p>Retain original records until it is ascertained that microform copies have been made in accordance with Federal Property Management Regulation Subpart 101-11.5, Micrographics, and the effective edition of DOE 1300.1, Micrographics Management.</p> <p><i>See page 2 for disposition instructions.</i></p> <p><u>CERTIFICATION</u></p> <p>The records described on this form will be microfilmed in accordance with the standards set forth in 41 CFR 101-11.506. Storage conditions shall adhere to the standards of section 101-11.507 and 101-11.508. The first inspection of microfilm required by section 101-11.507-2 will be conducted 2 years after the initial microfilming.</p>	NCI-430-76-9 item 9b	

*Changes made with DOE concurrence 12/29/81.*

*115-107*  
*notes not necessary*

*closed out: 2-4-82: K.T.S.*

*Copy to All FPCs, Agency, NNT's, NARS*

*2 items*

**Request for Records Disposition Authority - Continuation**

JOB NO.

PAGE OF

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>a. Paper records. Retain until microfilm copies have been made in accordance with 41 CFR 101-11.506 and verified as substitutes for the original records, then DESTROY.</p> <p>b. Microfilm records. PERMANENT. Offer one silver halide original and one copy (silver, diazo or vesicular) to NARS when 20 years old in accordance with 41 CFR 101-11.509.</p>		