REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS
(See Instructions on Reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT)

Department of Energy (DOE)

2. MAJOR SUBDIVISION

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

Tom Dercola

5. TEL. EXT.

252-4357

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 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

Howard H. Raiken
(Signature of Agency Representative)

Date

Director of Management Systems Analysis
(Title)

7. 8. DESCRIPTION OF ITEM

(With Inclusive Dates or Retention Periods)

9. SAMPLE OR ITEM NO. (With Inclusive Dates or Retention Periods)

ACTION TAKEN

1. From DOE Order 1324.2, RECORDS DISPOSITION, revise NCI-434-78-2 and Contractor Records Schedule 22, Items 6a respectively:

"6. QUALITY ASSURANCE RECORDS prepared, received and maintained in conjunction with the design, manufacture, construction, installation, test, and operation of equipment, structures, plants and systems. (Reference for nuclear facilities: ANSI/ASME NQA-1-1979 and Addendums.)

a. Records which would be of significant value in demonstrating capability for safe operation; in maintaining, reworking, repairing, replacing or modifying the item; in determining the cause of an accident or malfunction of the item; and those which provide baseline data for in-service inspection."

Retention Period: "Retain for the life of the item while it is installed in the plant or stored for future use."