

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		<b>LEAVE BLANK (NARA use only)</b>	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER NI-442-00-1	DATE RECEIVED 10/8/99
1. FROM (Agency or establishment) Department of Health and Human Services		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Centers for Disease Control and Prevention (CDC)		In accordance with the provisions of 44 U.S.C. 3503a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3. MINOR SUBDIVISION National Center for Environmental Health			
4. NAME OF PERSON WITH WHOM TO CONFER Jimmy A. Harrison	5. TELEPHONE 404-639-0457	DATE 6-18-01	ARCHIVIST OF THE UNITED STATES <i>J. W. Carl</i>

**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 4 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 OCT 5 1999	SIGNATURE OF AGENCY REPRESENTATIVE A. Prentice Barnes <i>A. Prentice Barnes</i>	TITLE DHHS Records Management Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p><b><u>Centers for Disease Control and Prevention, National Center for Environmental Health (NCEH)</u></b></p> <p>Plans, directs, and coordinates a national program to maintain and improve the health of the American people by promoting a healthy environment and by preventing premature death and avoidable illness and disability caused by non-infectious, non-occupational environmental and related factors.</p> <p><b><u>Radiation Dose Reconstruction Records</u></b></p> <p>Background</p> <p>In December 1990, the Secretaries of the Department of Energy (DOE) and the Department of Health and Human Services (HHS) signed a memorandum of understanding transferring to HHS the responsibility for conducting and managing epidemiologic research at designated DOE facilities. HHS made CDC its lead agency for these activities. The Radiation Studies Branch of NCEH, in turn, was given responsibility for conducting the Hanford Environmental Dose Reconstruction Project (HEDR) at the Hanford Nuclear Reservation in Richland, Washington; the Feed Material processing Center in Fernald, Ohio; the Savannah River</p>		

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USE ONLY)

Site in Aiken, South Carolina; and the National Engineering Laboratory in Idaho Falls, Idaho. Other sites may be selected in the future. The CDC will use the reconstructed dose in epidemiological studies to detect actual health effects in the population living around the sites

**[Note: Items 1 and 4 are included for reference purposes and disposition authority is not required]**

1. Administrative Records/Dose Reconstruction Project (paper records). Reports, correspondence, and memoranda; correspondence (including paper copies of electronic mail messages) reports, memoranda, and administrative records; technical and professional correspondence, and related material (electronic copies of these records are listed under item 2 below).

Authorized Disposition: Transfer to the FRC 2 years after completion of study and destroy when 20 years old unless needed for further reference (Disposition authorized under: CDC RCS, B-321, Item 2-6, Continuing Disease Study Case Files, NC1-90-78-1. Records Transferred to Atlanta FRC, Accession No.: 442-99-0091, Control No.: T3182, 132 Boxes).

*Withdrawn*

2. Administrative Records/Dose Reconstruction Project (electronic records stored on floppy disks), word processing documents used to produce reports, correspondence, and memoranda; correspondence (including electronic mail messages) reports, memoranda, and administrative records; technical and professional correspondence, and related material (paper copies of these records are described above under item 1).

Authorized Disposition:

Destroy when 20 years old. Transfer of the material to an FRC is not authorized.

*Withdrawn*

3. Electronic Records Derived from the Study of Radiation Doses and Their Uncertainties.

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	<p>A. <b>Computer Models Derived from the Study of Radiation Doses and Their Uncertainties.</b> Copies of all final computer models includes the Source Term Release Model (STRM), Regional Atmospheric Transport Code for Hanford Emission Tracking (RACHET), Dynamic Estimates of Concentration and Radio nuclides in Terrestrial Environments (DESCARTES), and Calculations of Individual Doses from Environmental Radio nuclides (CIDER). The first three models STRM, RACHET and DESCARTES, can be operated once to create 100 sets of concentrations of Radio nuclides in environmental media. Once these data sets are prepared, CIDER can access the data and perform dose calculations based solely on lifestyle data input. CIDER dose estimates can account for changing residences, food sources, food preferences, and individual aging. This item also includes other final models and data sets of other possible sites if they are selected.</p> <p>1. <b>Archival Copy of the Above Data Sets (one).</b></p> <p><u>Authorized Disposition.</u></p> <p><del>PERMANENT:</del> Transfer one copy of each final data set to the National Archives two years after completion of study. Where possible and economically feasible, these data sets will be formatted in accordance with regulations noted in 36 CFR 1228.138, transfer of machine-readable records to NARA.</p> <p>2. <b>Systems Documentation.</b> Includes pertinent information regarding the tape specifications, variable names and column layouts for each files, hardcopy and computerized versions of each code book, and any other documentation relevant to the collection, processing, and interpretation of the data.</p> <p><u>Authorized Disposition:</u></p> <p><del>PERMANENT.</del> Transfer to the National Archives in conjunction with the data sets mentioned above</p>	<p>TEMPORARY. DESTROY 10 YEARS AFTER TERMINATION OF PROGRAM OR WHEN NO LONGER NEEDED FOR LEGAL OR SCIENTIFIC PURPOSES.</p> <p><i>Modifications to schedule approved by Jimmy Harrison on 2/14/01 per tel/con. Jackie Fultz</i></p>	<p>TEMPORARY. DESTROY 10 YEARS AFTER TERMINATION OF PROGRAM, OR WHEN NO LONGER NEEDED FOR LEGAL OR SCIENTIFIC PURPOSES.</p>

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	<p>3. <u>Additional Copies of Computer Models Derived from the Study of Radiation Doses and Their Uncertainties, Maintained by CDC</u></p> <p><u>Authorized Disposition.</u></p> <p>Maintain in the agency a minimum of one copy of the models/final data sets for 40 years or until no longer needed for legal or scientific purposes whichever is later. To ensure the readability of the tape, special efforts should be enacted to follow NARA guidance regarding the preservation of long-term electronic data specified under 36 CFR 1234.28</p> <p>4. <u>Final Reports (Paper) Outputs from Models.</u> Include final consolidated dose estimates for each completed site and other published or unpublished reports as a result of these research efforts.</p> <p><u>Authorized Disposition:</u></p> <p>[The disposition of this item is covered by item 2-33, Manuscripts and final Reports of Research Projects, (NCR-90-78-1) of the CDC Records Control Schedules B-321.]</p> <p>1. <u>Record Copy:</u> PERMANENT. Transfer to the FRC when 3 years old and transfer to NARA when 20 years old (two boxes transferred to the Atlanta FRC, under this authority)</p> <p>2. <u>Other Copies:</u> Destroy when no longer needed for reference</p> <p>CDC/NCEH Program Concurrence:  Michael R. Donnelly  Acting Deputy Chief  Radiation Studies Branch  Division of Environmental Hazards and Health Effects  National Center for Environmental Health</p> <p>Signature <u>Michael R Donnelly</u> Date <u>9/20/99</u></p>	<p>TEMPORARY. DESTROY 10 YEARS AFTER TERMINATION OF PROGRAM, OR WHEN NO LONGER NEEDED FOR LEGAL OR SCIENTIFIC PURPOSES.</p> <p><i>Modifications to schedule approved by Gummy Harrison on 2/14/01 per tel/con Jackie Fultz</i></p>	

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	<p>CDC Legal Representative Concurrence:</p> <p>Signature <u>Debrah Truss</u> Date <u>9/22/99</u></p>		