

REQUEST FOR RECORDS DISPOSAL AUTHORITY  
(See Instructions on reverse)

*Rev NCI 24 Feb 81*

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

1 FROM (AGENCY OR ESTABLISHMENT)

Department of the Interior

2 MAJOR SUBDIVISION

Water and Power Resources Service

3 MINOR SUBDIVISION

Engineering and Research Center

4 NAME OF PERSON WITH WHOM TO CONFER

Sherilan Arterburn

5 TEL EXT

234-6775

LEAVE BLANK	
JOB NO <b>NCI-115-81-*</b>	
DATE RECEIVED <b>FEBRUARY 24, 1981</b>	
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the disposal request including amendments is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Date	<i>withdrawn 5/6/81</i> 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 4 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 <i>2/17/81</i>	D SIGNATURE OF AGENCY REPRESENTATIVE <i>Pirk A. Meador</i>	E TITLE Chief, Property and Services Branch
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1	<p>Subsequent to the approval of Water and Power retention and disposal schedules in draft form, this agency was charged with the responsibility to review Water and Power dams with respect to public safety (Public Law 95-578).</p> <p>The Safety Evaluation of Existing Dams, (SEED) program is being administered at the E&amp;R Center. As part of this program, a request has been made by the Inspection Branch to provide the following described records. These records are essential to the mission of the SEED program on a continuing basis.</p> <p>Arranged by project name -</p> <p>500-2 <u>Geology</u></p> <p>Permanent. Offer to NARS when no longer needed for reference.</p>	NCI-115-77-1, Item 500-2	WITHDRAWN

*22 items*

*Withdrawn 5-6-81: R. Butler*

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
2	504. <u>Construction Materials</u> Permanent. Offer to NARS when no longer needed for reference.	NC1-115-77-1, Item 504	WITHDRAWN
3	506. <u>Inspection Records</u> Permanent. Offer to NARS when no longer needed for reference.	NC1-115-77-1, Item 506	WITHDRAWN
4	506-1 <u>Inspection Reports</u> (a) Inspection reports during construction. Destroy when 5 years old. (b) All safety inspection reports. Permanent. Offer to NARS when no longer needed for reference.	NC1-115-77-1, Item 506-1	WITHDRAWN
5	506-2 <u>Reviews of Maintenance Reports</u> (a) E&R Center. Permanent. Offer to NARS when no longer needed for reference. (b) Regional Office of Record. Permanent. Offer to NARS when no longer needed for reference. (c) All other offices. Destroy when no longer needed for reference, when superseded, or obsolete.	NC1-115-77-1, Item 506-2	WITHDRAWN
6	510. <u>Dams</u> (a) Dams constructed, or being constructed, or planned for construction. Permanent. Offer to NARS when no longer needed for reference. (b) Dams abandoned. Destroy when 10 years old.	NC1-115-77-1, Item 510	WITHDRAWN

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
7	510-1 Correspondence and technical or other data collected or required to prepare reports associated with the design and construction of dams and their appurtenant works.  Permanent in the E&R Center. Destroy in agency when no longer needed for reference.	NC1-115-77-1, Item 510-1	WITHDRAWN
8	510-2 <u>Reports</u> (a) Archaeological investigations of damsites. (1) Regional office of major interest and E&R Center. Permanent. Offer to NARS when no longer needed for reference, <i>which ever is later.</i> (2) All other offices. Destroy when no longer needed for reference. <i>ok (was "destroy when 10 yrs old or sooner if no longer needed")</i> (b) Interim reports. (1) Regional Office of major interest and E&R Center. Permanent. Offer to NARS when no longer needed for reference. (2) All other offices. Destroy when no longer needed for reference. (e) Final reports of installations and behavior of soil-cement sections. (1) Permanent. Record copy, office of record and E&R Center. (2) Destroyed when no longer required for reference at all other locations. (f) Technical records of design and construction. (1) Permanent. Record copy, office or origin. Retain in office of record. Offer to NARS when no longer needed for reference.	NC1-115-77-1, Item 510-2	WITHDRAWN

*but try for 30.*  
*will not change. tip the offer date to 30 yrs if necessary. (was 10 yrs old)*  
*The recs are available at NARS.*

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
9	510-3 <u>Behavior Installations and Observation Records</u> (a) Correspondence and other material related to the installation of meters and other instruments at dams to measure earth movement, seepage, stress, pressure, and other forces affecting the structure and its appurtenant works.  Destroy when 25 years old.	NC1-115-77-1, Item 510-3(a)	WITHDRAWN
10	510-4 <u>Safety of Dams Records</u> (a) Correspondence generated in preparation, distribution, and updating Standing Operating Procedures for dams and their appurtenant works by Water and Power, Corps of Engineers, or other agencies.  Destroy when 10 years old.	NC1-115-77-1, Items 510-4(a)	WITHDRAWN
11	511 <u>Reservoir Management Records</u>  Permanent. Offer to NARS when no longer needed for reference.	NC1-115-77-1, Item 511	WITHDRAWN
12	560 <u>Records Relating to Incidental Physical Features</u>  Permanent. Offer to NARS when no longer needed for reference.	NC1-115-77-1, Item 560	WITHDRAWN

The value of all the above records has increased since the Safety Team began their investigation of the files available.