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| REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i> | | LEAVE BLANK | |
| TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408 | | JOB NO. N1-142-92-1 | DATE RECEIVED 9-27-91 |
| 1. FROM (Agency or establishment) TENNESSEE VALLEY AUTHORITY | | 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required. | |
| 2. MAJOR SUBDIVISION NUCLEAR POWER | | | |
| 3. MINOR SUBDIVISION BROWNS FERRY NUCLEAR PLANT | | | |
| 4. NAME OF PERSON WITH WHOM TO CONFER RONALD E. BREWER | 5. TELEPHONE EXT. 615 751-2520 | DATE 8-31-92 | ARCHIVIST OF THE UNITED STATES WITHDRAWN |
| 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; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

| | | |
|--------------------|--|---------------------------|
| B. DATE 9-18-91 | C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Ronald E. Brewer</i> | D. TITLE TVA ARCHIVIST |
|--------------------|--|---------------------------|

| 7. ITEM NO. | 8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i> | 9. GRS OR SUPERSEDED JOB CITATION | 10. ACTION TAKEN <i>(NARS USE ONLY)</i> |
|-------------|---|-----------------------------------|--|
| | See the attached records series for Nuclear Plant Document Control System (NPDCS) for Browns Ferry Nuclear Plant. This series has been previously approved by NARA. (NCI-142-83-2 and NI-142-89-16, Item I.13) This SF 115 is to add 25 documents to the document listing. Those documents to be added are marked with a dash. | | WITHDRAWN |

I.13 NUCLEAR PLANT DOCUMENT CONTROL SYSTEM (NPDCS)

The NPDCS is a specifically tailored, computer-assisted storage and retrieval program to assist plant personnel in the performance of their recordkeeping responsibilities. Select records relating to the quality and to activities affecting the quality of each plant, as well as facilitative records needed in the day-to-day operation of the nuclear plant, are microfilmed and indexed. The specific records microfilmed into NPDCS are site specific and will be listed in each site CRS.

The general requirements and guidelines for the collection, storage, and maintenance of these records are described in the following Federal Regulations and standards which are closely adhered to by NP:

10 CFR 50, Appendix B, QA Criteria for Nuclear Power Plants and Fuel Processing Plants.

U. S. NRC Regulatory Guide 1.88, Collection, Storage, and Maintenance of Nuclear Power Plant QA Records.

ANSI/ASME N45.2.9-1974, and American National Standard, Requirements for Collection, Storage, and Maintenance of QA Records of Nuclear Power Plants.

Records are given a record-type code which is determined by the name of the responsible section, retention, and a unique number for that record type. The record-type code is used as one of the index elements. Software is provided to determine retrieval histories. Those records with low retrieval histories may be offlined. This action does not erase the index identifier from the data base; it does, however, cause them to become inaccessible to searchers of the online automated system. In addition, the records will continue to be maintained on microfilm.

Although microfilm is the primary storage media, certain records for various reasons (size, legibility, etc.), are not filmed but are maintained in hard copy and indexed accordingly. These hard copies can be stored either onsite or transferred to the Federal Records Center, East Point, Georgia. The approximate annual accumulation is 10 cu. ft.

Two silver originals of the microfilm are made. One silver original is maintained in TVA Printing and Reprographics in Chattanooga. One silver original is submitted to the NUS Facility in Boyers, Pennsylvania. A complete working file of diazo microfilm is maintained in Plant Document Control Records Management (DCRM) and also in Records Control (RC) of the Central Office.

The following record types are filmed into NPDCS at BFN:

- Abnormal Configuration Log Sheet
- 1. Accountability Checklist
- 2. Activation and operation of the Operations Support Center Package

I.13 (Continued)

3. Activation and operation of the Technical Support Center (TSC) Package
4. Administrative Exposure Limit Extension
5. Administrative Hold of Issued Procedure
6. Air Sampler Calibration Records
7. Airborne Radiation Survey Form (TVA 17096)
8. Airborne Radwaste Log Sheet
9. Alara Post Job Report
10. Alara Preplan Report
11. Alara Suggestion
12. Alpha Activity Worksheets
13. Alpha-5A, Response Check Form
14. Annual Environmental Survey
15. Auxillary Boiler/Building Heat Logsheets
-- Baseline and Inservice Inspection Report
16. Cable Pulls
17. Calibration Data Cards
18. Cancelled Implementing Documents
19. Cask Status Package
20. Central Room Printouts (RRRMS, Alarm Data & Meterological Data)
21. Chemical Analysis Results
22. Chemical Filters
23. Chemistry Improvement Plan
24. Clearance Sheets
25. Concrete Placement Cards
26. Condensate Demin Effluent Gamma
27. Condensate Demin Inlet Gamma
28. Contamination Monitor Response Check Calendars
29. Control Room Printout (RRRMS, Alarm Data and Meteorological Data)
30. Corrective Action Reports (CAR)
31. Counting Equipment Maintenance History
32. Countroom Efficiency Calibrations
33. Countroom QA/QC Logsheet
34. Countroom Worksheet
35. Crane Checklist
36. Daily Control Chart
37. Daily Journal (Shift Engineer, Assistant SE, Unit Operator)
38. Data Base Change Approval
-- Data Packages (SI's EMI's, MMI's, TI's etc.)
-- Design Change Notice Review
39. Discrepancy Reports (DR)
-- Documentation of BSM Sources
40. Dosimetry Shift Activity Log
41. Dosimetry Shift Rotation
42. Dosimetry Shift Supervisor Daily Log Routine Checklist
43. Drill Critique Report
44. EPA Logsheets for results
45. EPA Report
46. Efficiency Calibration Documentation
47. Efficiency Plateau and Chi Squared Detamination Data Sheet
-- Ekerline Part Cam Weekly Source CheckForm

I 13 (Continued)

48. Electrical Logs
49. Element Correction Factor
50. Emergency Cabinet Inventory
51. Evaluation of Logic for Part 21
52. Extremity Issue and Readout
53. Extremity TLD printout with Extremity Set and 40-710
54. Failure Investigation Report
55. Failure Trending Report
- Final Event Report
- Fixed Filter Cam Response Check Form
- Foreign Item Weekly Inventory
56. Fuel Warranty Data Report
57. GE Cask Maintenance Leak Check
58. Gamma Scans
59. Gaseous Monthly Report
60. Green Tag Survey Form
61. High Radiation Door Access Control
62. High Radiation Door Sheet
63. High Radiation Door Watch Qualification Sheet
64. Hold Orders
65. Housekeeping Forms
66. Immediate Temporary Change (ITC)
67. Immediate of report of noncompliance with NPDE Permit
68. Information Systems Request Package
69. Inspection Report
70. Instruction Change Form
71. Instruction Review Sheet
72. Instructions Reviewed Prior to Two year Review Date
73. Invitro Sample Collection Forms
74. JTG Comments and Resolutions
- LCO Document of Record
- Baseline and Inservice Inspection Report
75. License Report Evaluation Determination (LRED)
76. Liquid Composite Radionuclide Concentration
77. Loose Accountability Log
78. Lost or Damaged TLD Badge Investigation
79. M&TE Utilization Log
80. M&TE out of Tolerance Investigation
81. Measurement Test Equipment Calibration
82. Medical Emergency Notification Form
83. Millipore Filter Results
84. Missing TLD Badge Number Report with Corrective Action
- Modification Turnover Package
85. Monthly Effluent Filter volumes
86. Monthly Inspection Checklist of SCBA Air Cylinders
87. Monthly Inspection MSA Supply Air Manifold
88. Multibadge Issue Log
89. Multibadge Lost Badge Dose Estimate Form
90. Multiple TLD Badge Issuance and Readout
91. Multipoint Calibration
92. NPDES Noncompliance Report Form
93. NSS and OD Typer

I.13 (Continued)

94. New Fuel Survey Form
95. Non-Countroom and Analytical Data
96. Non-Countroom QA Control Data
97. Notification of Alert Package
98. Notification of general emergency package
99. Notification of site area emergency package
100. Notification of unusual Event Package
101. Numerical Logbook
102. Occupational External Radiation Exposure History
103. Occupational Radiation Exposure History
104. Off-Gas and Iodine Isotopic Results Sheet
- OMD Implementation Manual/Hems OM Activity
105. Open Burning Reporting Form
106. Operating Instruction (OI, EOI, SOI, & POI)
107. Out-of-Tolerance Compliance Instrumentation
108. Outstanding TLD report with Corrective Action
109. PCB Transforms Inspection
110. Parameter Lit
111. Particulate Filter Monthly Release Totals
112. Performance Qualification Package
- Periodic Review Form
113. Personnel Accountability and evacuation
114. Personnel Contamination Report (PCR)
115. Personnel Decon Supply Inventory
116. Plant Data
117. Plant Incident Report
118. Plant Lab Shift Routine
119. Plant Tour Record Sheets
120. Pocket Chamber Response Check Exposure Timing Parameters
121. Portal TLD storage Rack Background TLD Readout & Annual
122. Post Modification Test Package (PMT)
123. Post Release Record
- Power Ascension Test Plateau Summary Report
- Power Ascension Test Report
124. Preoperational Water Quality Log
- Preventative Maintenance (PM)
125. Procedure and Instruction Review and Approval Coversheet
126. Procedure Tracking Form and Checklist
127. Procedure Verification Review Checklist
128. QC Inspection Report
129. Quality Control Assignment Log
130. Quarterly Effluent Sample Volumes
131. RTP System Checklist
- RTP Test Exception
132. RTP Test Inspection
133. Radcon Site TLD Data Sheet
134. Radiation Work Permit (RWP) Timesheet (TVA 17126A)
135. Radiation Work Permit (RWP) (TVA 17106)
136. Radiochemical Laboratory Journals
137. Radiochemical Laboratory procedure
138. Radiological Awareness Report
139. Radiological Incident Report (RIR)

I.13 (Continued)

140. Radiological Incident Report and Corrective Action
141. Radiological Survey Form and Addendum Sheet
142. Radwaste Monthly & Quarterly Composite Shipping Records
143. Radwaste Shipment Papers Package
144. Reactor Water/Feedwater Metal Analysis Worksheet
145. Realtime Data Modification Requirement
146. Records of Receipt of Radioactive Material Package
147. Request for Approval of Delayed Implementation Plan/Schedule
148. Residual Heat Removal (RHR)
149. Respiratory Certification worksheet
150. Respiratory Fit Log (TVA 17187)
151. Restart Change Notice
152. Restart Test Package (RTP) Results
153. Routine Sheets
- Safety Assessments
- Safety Evaluation
154. Screening Review Form for Documenting Applicability of Safety Evaluation
155. Security and Access Control
156. Sewage Treatment Plant Operation
157. Shepard 89 Certification Data
158. Shipard 89 Decay Corrected Exposure Rates
159. Shift Daily Journal
160. Shift Logbook (RAD CON)
161. Shift Supervisor Log
162. Shift Technical Advisor (STA) Shift Logs
163. Shift Turnover Checklist
164. Software Change report
165. Solid Radwaste Analysis
166. Source Document Implementation
167. Source Documents Required for Unit 2 Restart
168. Source Sign-out Log
169. Special Chemical and Radiochemical Instruction
170. Special Nuclear Material Inventory Reports and Audits
- Special Requirements and Compensatory Measure Determination Form
171. Special Test
- Supervisor's Evaluation of Nonpermanent Items
172. Surveillance Evaluation Package
- System and Equipment Status Control Checklist
173. System Quality Assurance Trend
174. System Status Weekly Review
175. System Test
- Task Schedule Form
176. TLD Badge Issue and Estimate of Current Quarter/Year Exposure Report
177. TLD Reader Heating Cycle Evaluation With VAX TLD Readout
178. TLD Reader Maintenance Log and Daily Activity Log
179. TLD Readouts of Monitoring Period
180. TLD Reject Report with Corrective Action
181. TLD Special Pull Request and Logsheet
182. TLD Standard Acceptance Checklist
183. TLD Reader Standardization

I.13 (Continued)

184. TLD/DRD Discrepancy Report with Corrective Action
185. TOD Reader Heating Cycle Evaluation Package
186. Task Schedule Form
187. Temporary Alteration Control Forms (TACF)
188. Temporary Shielding Request Form
189. Three Month Chemical Composition of oxide
190. Three Year Inspection of 401 MSA Breathing Air Regulator
191. Tornado Emergency Procedure
192. Trouble Reports (TRs)
193. Undetermined Safety Quality Determination (USQD)
194. Uniform Hazardous Waste Manifest
195. Unique Inspector's Stamp
196. Waste Collector Tank Suspended Solids Worksheets
197. Waste Drum Activity
198. Water Quality Logs
199. Weekly Airborne Effluent
200. Weekly Vent Flow
201. Weld Inspection Data
202. Whole Body Count Daily Activity Log
203. Whole Body Count Daily Background
204. Whole Body Count Daily Energy
205. Whole Body Count Efficiency Calibration
206. Whole Body Count Log Summary
207. Whole Body Count Monthly Resolution
208. Whole Body Count Summary Report
209. Whole Body Counter Daily Control Chart
210. Whole Body Counter System Efficiency Calibration
- Work Orders

DISPOSITION

A. Paper Copies.

1. Paper copies of microfilmed records--Destroy when an acceptable microfilm copy has been obtained.

(NCI-142-83-2)

2. Paper copies as record copies--Destroy when nuclear facility is retired, or when agency is dissolved, whichever is longer. Transfer to the Federal Records Center annually. (Illegibles and oversized records placed in NPDCS.)*

*In order to determine when the contingent disposition may be applied and these records destroyed, TVA will review the records in item A.2. for possible disposal every 10 years.

(NI-142-89-16, Item I.13)

I.13 (Continued)

DISPOSITION (Continued)

B. Microfilm.

1. Record copies--Destroy in agency when nuclear facility is retired, or when agency is dissolved, whichever is longer. Transfer one silver halide positive to the NUS Center as soon as verified. Maintain one silver camera master with processor.
2. Duplicate Copies (DIAZO)--Destroy in agency when no longer needed for administrative purposes.

C. Index-Computerized Cumulative

1. Record copy--Destroy in agency when nuclear facility is retired, or when agency is dissolved, whichever is longer.
2. Other copies--Destroy in agency when no longer needed.

(NCI-142-83-2)

D. Other Media not microfilmed

1. Record copy--Information contained on magnetic tapes, photographs, cassettes, charts and other media that cannot be microfilmed but pertain to record filmed into NPDCS. Destroy in agency when nuclear plant is retired.
2. Other copies--Destroy in agency when no longer needed.

(N1-142-89-16, Item I.13)