

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

Red NCD 2/27/80

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

1 FROM (AGENCY OR ESTABLISHMENT)
Tennessee Valley Authority

2 MAJOR SUBDIVISION
Office of Health and Safety

3 MINOR SUBDIVISION
Division of Occupational Health and Safety

4 NAME OF PERSON WITH WHOM TO CONFER
Ronald E. Brewer

5. TEL EXT
FTS 857-3351

LEAVE BLANK	
JOB NO	<u>NCI-142-80-17</u>
DATE RECEIVED	<u>July 23, 1980</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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	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>9-25-81</u> Date	<i>[Signature]</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 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
7/15/80	<i>Ronald E. Brewer</i>	Assistant TVA Archivist

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1.	<p><u>Current Occupational External Radiation Exposure</u></p> <p>Before entering a TVA nuclear facility, all individuals are assigned a dosimeter which will record any exposure to radiation.</p> <p>Prior to 1978, the dosimeter contained film which was sent to Radiological Hygiene Branch after exposure where a densitometer reading was prepared showing the amount of individual exposure. The raw data was keypunched into the computer where it was interpreted and converted to units of radiation exposure, thereby producing the Current Occupational External Radiation Report.</p> <p>Presently, the dosimeter contains chips which are sent to Radiological Hygiene Branch after exposure. The chips are read by a thermoluminescence reader and the data are transmitted to a cassette tape. The raw data are generated monthly on a printout are edited and fed into the computer data base and stored on a magnetic tape. The computer generates two originals of the Current Occupational External Radiation Exposure Report.</p> <p>These records are filed chronologically by plant. Since 1970, the accumulation is 14.7 cubic feet.</p>	<p><u>NCI-142-78-5, Pt. 3</u> (withdrawn)</p>	<p><i>[Signature]</i></p>

to agency 9/29/81
to NNR, 4NCR, + 4NC 9/30/81
to NNS 10/8/81
Closed Out: 10-5-81: K.T.D.

Request for Records Disposition Authority - Continuation

JOB NO

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2 2

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1.	<p>Disposition:</p> <p><u>A.</u> <u>Film</u> - Radiological Hygiene Branch - Destroy ^{in agency} when 10 years old (unless review at that time suggests longer retention.)</p> <p><u>B.</u> <u>Raw Data</u> - Radiological Hygiene Branch - Destroy ^{in agency} when 100 years old (unless review at that time suggests longer retention.)</p> <p><u>C.</u> <u>Current Occupational External Radiation Report</u></p> <p><u>A.</u> Health Physics Unit</p> <p>^{RTB} ^{CR} ^{8/19/81} <u>1.</u> First Original - Destroy when 3 years old, xerox is received.</p> <p><u>2.</u> Xerox Copy - Destroy when three years old.</p> <p><u>B.</u> Radiological Hygiene Branch Destroy when 100 years old (unless review ^{at that time} suggests longer retention.) Transfer to the Federal Records Center when 20 years old.</p> <p><u>D.</u> <u>Cassette Tape</u> - Reuse after six months.</p> <p><u>E.</u> <u>Magnetic Tape</u> - Destroy when 20 years old. PERMANENT, offer to NARS when 100 years old.</p> <p>^{RTB} ^{CR} ^{8/19/81} <u>F.</u> <u>Microfiche</u> - Destroy when 100 years old (unless review at that time suggests longer retention). Transfer to FRC when 20 years old.</p> <p>[This certifies that the records described on this form will be microfilmed in accordance with the standards set forth in 41 CFR 101-11.506]</p>		<p>withdrawn at agency request, 8/19/81</p>

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DRAFT

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1.	<p>Disposition:</p> <p>A. <u>Film</u> - (Radiological Hygiene Branch) - Destroy when 10 years old, unless review at that time suggests longer retention. <i>in agency</i></p> <p>B. <u>Raw Data</u> - (Radiological Hygiene Branch) Destroy when 100 years old, unless review at that time suggests longer retention. <i>in agency</i></p> <p>C. <u>Current Occupational External Radiation Report</u></p> <p style="padding-left: 40px;">Health Physics Unit</p> <p style="padding-left: 80px;">a.) <u>First Original</u> - Destroy <i>in agency</i> when xerox is received.</p> <p style="padding-left: 80px;">b.) <u>Xerox Copy</u> - Destroy <i>in agency</i> when three years old.</p> <p style="padding-left: 40px;">Radiological Hygiene Branch Destroy when 100 years old, unless review suggests longer retention.</p> <p style="padding-left: 40px;">Transfer to the Federal Records Center when 20 years old.</p> <p>D. <u>Cassette Tape</u> - Reuse after six months. <i>Destroy data when 6 mos. old</i></p> <p>E. <u>Magnetic Tape</u> - Destroy when 20 years old. <i>in agency</i></p> <p style="text-align: center; font-size: 2em; font-weight: bold;">DRAFT</p>		