

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	
<i>NCL-142-83-19</i>	
DATE RECEIVED	
<i>5-11-83</i>	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
<i>6-8-83</i> Date	<i>[Signature]</i> Archivist of the United States

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 Power

3. MINOR SUBDIVISION
Division of Nuclear Power

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

5. TEL EXT
FTS 858-2520

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 3 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>4/15/83</i>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Ronald E. Brewer</i>	E. TITLE <i>Assistant TVA Archivist</i>
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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
	<p>PUBLIC SAFETY SERVICES RECORDS</p> <p>This records series consists of Public Safety Services records which have a short-term retention value. These records are created by Public Safety Services at the nuclear facility and turned over to Document Control Unit, Division of Nuclear Power, in accordance with individual plant procedures. These records are of a routine nature and are not designated in security or contingency plans as being required to be maintained for Nuclear Regulatory Commission requirements for longer than the requested retention. All other security records which are of major importance because of the nature of the information contained in them are input into the Nuclear Plant Document Control System.</p>		<i>1 item</i>

115-107

to agency, by RTB, 6/10/83
to 4KRA, 6/10/83 by DMW on 6/14/83.
no copy to FRC - no MDC sheet needed

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	<p>The following record types are included in this records series:</p> <ul style="list-style-type: none"> • <u>Security Tours, Inspections, and Tests</u>--Results of routine security tours and inspections performed on physical barriers, intrusion alarms, communications equipment, closed-circuit television system, and other security equipment. • <u>Visitor Admittance Register</u>--A register of each visitor's name, home address, date, time in and time out of the protected area, employment affiliation, citizenship, purpose of visit, name of the person to be visited, and the name of the escort assigned to the individual(s) for all persons not granted unescorted access to the protected area. • <u>Intrusion Detection Alarm Annunciations</u>--Documentation of all intrusion detection alarm annunciations, including false alarms and alarm checks and tests; identity of the type of alarm, location, date, cause, and time of each occurrence. This also includes printout sheets for intrusion detection equipment. • <u>Security Drills</u>--Routine drills in the form of simulations or emergency situations and documentation of the responses taken. • <u>Security Response</u>--Acknowledgment of date and time required for response by Public Safety officers to each intrusion detection alarm (annunciation), intrusion, or other security incident. • <u>Picture Badge Issuance</u>--The monthly inventory of picture identification badges. • <u>Protected and Vital Area Access</u>--All records, such as permits, random search logs, and access lists which relate to the authorized unescorted access to the protected area and access to vital areas and equipment. • <u>Local Law Enforcement Agencies</u>--Written agreements with and plant tours for local law enforcement agencies are on file and updated annually. 	<p>GRS 18/10</p> <p>GRS 18/18b</p> <p>GRS 18/10</p> <p>GRS 18/20a</p> <p>GRS 18/18b</p>	

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1	<p>• <u>Normally Unoccupied Vital Areas</u>--A record of all persons entering and exiting normally unoccupied vital areas. The record indicates the individual's name, badge number, time of entry, reason for entry, and time of exit. The card-reader printed tape of the system which provides access control constitutes this record.</p> <p>• <u>Designated Vehicle Access List</u>--All records relating to those vehicles permitted inside the protected area without escort. These records include all checks, logs, requests for, and access lists indicating the type of vehicle, ownership, and license number.</p> <p>• <u>Card Keys</u>--Results of the quarterly audit of card keys.</p> <p>The requested retention period will serve all administrative needs and regulatory requirements of the plant. All records will be maintained, protected, and destroyed in accordance with DPM No. N82A2, Protection of Safeguards Information Within the Division of Nuclear Power.</p> <p><u>DISPOSITION:</u> Destroy in agency when one year old.</p>	<p>GRS 18/18a</p> <p>GRS 18/18 b</p>	