INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-412-97-005

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

This schedule is superseded by N1-412-07-071

Date Reported: 08/31/2020
REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)
U.S. Environmental Protection Agency

2. MAJOR SUBDIVISION
Various

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
Rachel Vanwingen

5. TELEPHONE
202-260-9709

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 5 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,

[X] is not required; [☐] is attached; or [☐] has been requested.

DATE SIGNATURE OF AGENCY REPRESENTATIVE TITLE
1/3/97 Michael L. Miller Agency Records Officer

7. ITEM NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION
See attached EPA Records Schedules for selected Agency-wide and Laboratory records.

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARA USE ONLY)

LEAVE BLANK (NARA use only)

JOB NUMBER
11-412-97-5

DATE RECEIVED
1-30-97

NOTIFICATION TO AGENCY
In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE ARCHIVIST OF THE UNITED STATES
10-6-97

PREVIOUS EDITION NOT USABLE

NSN 7540-00-634-4064
PREVIOUS EDITION NOT USABLE

STANDARD FORM 115 (REV. 3-91)
Prescribed by NARA
36 CFR 1228
U.S. EPA RECORDS CONTROL SCHEDULE

SERIES TITLE: Employee Occupational Exposure to Ionizing Radiation

PROGRAM: Research and Development Laboratories

EPA SERIES NO: 499L

AGENCY FILE CODE: RNDL 499

NARA SCHEDULE NO. NI-412-97-5

APPLICABILITY: AWBERC

IDENTIFYING INFORMATION:
DESCRIPTION: Consists of documentation of EPA employee occupational exposure to ionizing radiation while using radioactive materials or radiation producing devices in research. Includes quarterly employee exposure reports, lists of approved radioactive isotope users, NRC correspondence, policies regarding handling of radiation, questionnaires, requisitions for radioactive materials and inventories of radioactive materials.

ARRANGEMENT: Arranged by year and thereunder alphabetically by employee.

TYPE OF RECORDS:
Case files

SPECIFIC RESTRICTIONS:
Privacy Act

VITAL RECORD:
No

FUNCTIONS SUPPORTED:
Program management and program operations

SPECIFIC LEGAL REQUIREMENTS:
10 CFR 20. part 2105
MA 07, '98

ZPA SERIES NO. 499L

DISPOSITION INFORMATION:
FINAL DISPOSITION: Disposable
TRANSFER TO FRC PERMITTED: No

FILE BREAK INSTRUCTIONS: Break file at expiration or termination of license.

DISPOSITION INSTRUCTIONS: Destroy 75 years after file break.

APPLICATION GUIDANCE:
REASONS FOR DISPOSITION: The Nuclear Regulatory Commission (NRC) which grants licenses to organizations to use radioactive material in research requires that licensees retain employee exposure reports until the commission terminates each pertinent license. The retention is sufficient to cover the possibility of claims by exposed individuals.

AGENCY-WIDE GUIDANCE: Occupational Injury and Illness Files for the Safety program are scheduled as EPA 583A and Personal Injury Files are covered in GRS 1/31.

PROGRAM OFFICE GUIDANCE/DESCRIPTIVE INFORMATION:

CUSTODIAL INFORMATION:
CONTROLLING UNIT:
Name: ORD
Location: Cincinnati
Inclusive Dates: 1977-
Volume on Hand (Feet): 2 cu. ft.
Annual Accumulation: .5 cu. ft.

CONTROL INFORMATION:
RELATED ITEMS: GRS 1/31, EPA 583A

PREVIOUSLY APPROVED BY
NARA SCHEDULE NOS:

<table>
<thead>
<tr>
<th>Approval Date EPA</th>
<th>Approval Date NARA</th>
<th>Entry Date</th>
<th>Last Modified</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/6/97</td>
<td></td>
<td>2/22/95</td>
<td>5/7/98</td>
</tr>
</tbody>
</table>

CONTACT POINT:
Name: Kathy Lautenschlegar
Mail Code:
Telephone: 513-569-7969
Office: National Exposure Research Lab.
Room: