

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408	
1. FROM (Agency or establishment) Environmental Protection Agency	
2. MAJOR SUBDIVISION OAR	
3. MINOR SUBDIVISION	
4. NAME OF PERSON WITH WHOM TO CONFER Rachel Van Wingen	5 TELEPHONE 202-260-9709

LEAVE BLANK (NARA use only)	
JOB NUMBER NI-412-98-2	
DATE RECEIVED 08/28/98	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 2-2-0	ARCHIVIST OF THE UNITED STATES <i>John W. Cat</i>

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 <u>3</u> 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,		
<input checked="" type="checkbox"/>	is not required;	<input type="checkbox"/>
<input type="checkbox"/>	is attached; or	<input type="checkbox"/>
		has been requested.
DATE 7/27/98	SIGNATURE OF AGENCY REPRESENTATIVE <i>Rachel Van Wingen</i> Rachel Van Wingen	TITLE Agency Records Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	See attached U.S. EPA Records Control Schedule 222R		

cc: Agency, NR

DRAFT OF 8/25/99

U.S. EPA RECORDS SCHEDULE

DRAFT

SERIES TITLE: Radiological Emergency Planning

PROGRAM: Radiation

EPA SERIES NO: 222

AGENCY FILE CODE: RADP 222

NARA DISPOSAL AUTHORITY: N1-412-98-2
(Use this number to retire records to the FRC)

APPLICABILITY: Regions

IDENTIFYING INFORMATION:

DESCRIPTION: EPA is responsible for establishing Protective Action Guides (PAGs) for all aspects of radiological emergency planning in coordination with appropriate Federal agencies and for preparing guidance for State and local governments on implementation. This series consists of:

- a. Copies of State and local emergency response plans, inspection reports, correspondence, and safety analysis reports relating to EPA's role in providing guidance and advice to Federal, State, and local officials on when and how to take protective actions as they pertain to the effects of radiation exposure to human health from accidents involving radioactive materials. State and local radiological emergency response plans are created for the Federal Emergency Management Agency (FEMA) and EPA receives copies. Nuclear licensees submit final safety analysis reports to the Nuclear Regulatory Commission (NRC) and NRC provides EPA with copies for review. The EPA files also consist of notes taken by an EPA observer at annual emergency preparedness exercises that are required by FEMA.
- b. Electronic version created with office automation applications.

ARRANGEMENT: Arranged by subject.

TYPE OF RECORDS:
Case files

SPECIFIC RESTRICTIONS:
None

MEDIUM:
Paper, electronic

VITAL RECORD:

FUNCTIONS SUPPORTED:
Program oversight

SPECIFIC LEGAL REQUIREMENTS:
5 U.S.C. 552
Reorganization Plan No. 3 of 1978
E.O. 12127, 12148, 12241
Presidential Directive of Dec. 7, 1979

EPA SERIES NO. 222

DISPOSITION INFORMATION:

DRAFT

FINAL DISPOSITION:

TRANSFER TO FRC PERMITTED:

- | | |
|---------------|-----|
| a. Disposable | Yes |
| b. Disposable | No |

FILE BREAK INSTRUCTIONS:

- a. Break file annually; bring forward active materials.
- b. See Disposition Instructions.

DISPOSITION INSTRUCTIONS:

- a. Keep inactive materials in office up to 2 years after file break, then retire to FRC. Destroy 5 years after file break.
- b. Delete when record copy is generated.

APPLICATION GUIDANCE:

REASONS FOR DISPOSITION: Previously approved item NC1-412-85-18/5 has been expanded to include similar records related to oversight activities of the Agency and is consistent with similar records.

AGENCY-WIDE GUIDANCE: Draft reports may be destroyed after receipt of finals.

Protective Action Guides (PAGs) are covered by EPA 149 - Regulations, Standards and Guidelines.

Records relating to the investigation of emissions into the air from radiologically contaminated sites, radioactive waste disposal sites, and industrial sources of radionuclides as air pollutants under NESHAPS are covered by schedule EPA 220. See EPA 472 for Source Data Files Relating to In-House Radiological Research. EPA 207 covers enforcement actions; EPA 211 covers compliance.

PROGRAM OFFICE GUIDANCE/ DESCRIPTIVE INFORMATION:

CUSTODIAL INFORMATION:

CONTROLLING UNIT: Multiple units **CONTACT POINT:**

Name:

Name:

Location:

Mail Code:

Inclusive Dates:

Telephone:

Volume on Hand (Feet):

Office:

Annual Accumulation:
(feet or inches)

Room:

CONTROL INFORMATION:

RELATED ITEMS: EPA 149, EPA 207, EPA 211, EPA 220, EPA 472