

REQUEST FOR RECORDS DISPOSAL AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB #

N1-431-88-1

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

DATE RECEIVED

7/7/88

1 FROM (Agency or establishment)

NOTIFICATION TO AGENCY

2 MAJOR SUBDIVISION
U.S. Nuclear Regulatory Commission

In accordance with the provisions of 44 USC 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

3 MINOR SUBDIVISION
Advisory Committee on Nuclear Waste

4 NAME OF PERSON WITH WHOM TO CONFER

5 TELEPHONE EXT

DATE

ARCHIVIST OF THE UNITED STATES

John A. Harris

492-4248

3/16/89



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 4 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	C SIGNATURE OF AGENCY REPRESENTATIVE	D TITLE
<i>12/20/88</i>	<i>Brenda Jo. Shelton</i>	NRC Records Officer

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
	<p>This schedule covers textual records of the Nuclear Regulatory Commission's Advisory Committee on Waste Management. This is the final version of NARA Job #N1-431-88-1 and revises item 5.a to be consistent with schedules for similar material of the Advisory Committee of Reactor Safeguards. There is no prior scheduling covering this material.</p> <p>(See attached schedules)</p>		

NRC SCHEDULE III

Part 2. RECORDS OF THE ADVISORY COMMITTEE ON NUCLEAR WASTE

The Committee shall report to and advise the Nuclear Regulatory Commission (NRC) on all aspects of nuclear waste management, as appropriate, within the purview of NRC's regulatory responsibilities. The primary emphasis will be on disposal but will also include other aspects such as handling, processing, transporting, storing, and safeguarding nuclear wastes including spent fuel, nuclear wastes mixed with other hazardous substances, and uranium mill tailings. In performing its work, the Committee will examine and report on specific areas of concern referred to it by the Commission or designated representatives of the Commission. The Committee is authorized to undertake other studies and activities on its own initiative, as appropriate, to carry out its responsibilities.

ITEM

<u>NO.</u>	<u>DESCRIPTION OF RECORDS</u>	<u>AUTHORIZED DISPOSITION</u>
1.	<u>ADVISORY COMMITTEE ON NUCLEAR WASTE (ACNW) Project Case Files</u>	
a.	Official project case files containing records generated or received by ACNW that reflect the committee's analyses and recommendations on specific activities relating to the regulation and licensing of high-level waste repositories and low-level waste disposal facilities. Such activities include handling, processing, transporting, storing and safeguarding nuclear waste, including but not limited to spent fuel, nuclear waste mixed with other hazardous substances, and uranium mill tailings.	<u>Permanent.</u> Cut off files annually and retire to RRMB when 2 years old. Offer to NARA when 20 years old. Volume: 2 cu. ft. Annual accumulation: 5 cu. ft.
b.	All other copies	Destroy when 2 years old or when no longer needed for reference.
2.	<u>Program Correspondence Files</u>	
a.	Records generated or received by ACNW in the conduct of business that are used as bases for advising the Commission on all aspects of the nuclear waste management program; e.g., its direction and implementation, and resulting documentation that reflects Commission policy making decisions.	<u>Permanent.</u> Cut off files annually and retire to RRMB when 2 years old. Offer to NARA when 20 years old. (See NRC Schedule 1.2.1.a) Volume: 1 cu. ft. Annual accumulation: 5 cu. ft.

b. All other copies

Destroy when 2 years old or when no longer needed for reference.

3. Consultants Reports

Reports prepared by advisory committee consultants specific to studies/special projects that are maintained by ACNW and used to aid the ACNW in making recommendations to the Commission and to aid the Commission in decision-makings that pertain to all aspects of nuclear waste.

Permanent. Cut off files annually and retire to RRMB when 2 years old. Offer to NARA when 20 years old.

Volume: 6 cu. ft.

Annual accumulation: 5 cu. ft.

4. Minutes of the Committee

Files maintained by the Secretary of ACNW containing certified minutes of the general and subcommittee meetings with appropriate enclosures arranged chronologically.

Permanent. Cut off files annually and retire to RRMB when 2 years old. Offer to NARA when 20 years old.

Volume: 1 cu. ft.

Annual accumulation: 7 cu. ft.

5. Waste Management Licensing Files

a. Copies of Waste Management Licensing Files maintained by ACNW and used for its review and analysis of waste management issues and the formulation of recommendations to the Commission on the licensing of waste management activities. These files reflect the issuance of construction permits and the licensing of the U.S. Department of Energy to receive and possess byproduct, source, and special nuclear material at a geologic repository and the licensing of companies, institutions and facilities to receive, possess and dispose of low-level radioactive wastes containing byproduct, source and special nuclear material at a land disposal facility pursuant to Parts 60 and 61, Title 10, Code of Federal Regulations. Documents include applications, site characterizations, licenses, license amendments, and related documentation. The official record copy is retained in NRC's File Center and is scheduled under NRCS IV-6.8 and IV-6.9.

Maintain for life of committee.

b. All other copies.

Destroy when 2 years old or when no longer needed for reference.

~~6. Personnel Files~~

~~a. ACNW Members Personnel Files~~

~~Files maintained by the ACNW that contain copies of individual appointments to the ACNW, "Confidential Statement of Employment and Financial Interest" (NRC Form 269) individual security clearance material; e.g., "Questionnaire for Sensitive Positions" (SF 86), fingerprint cards; e.g., Form FD-258 and similar documentation.~~

~~Review annually and destroy all superseded or obsolete documents; or destroy all documents relating to an individual employee 3 years after separation.~~

~~b. Consultant Personnel Files~~

~~Files maintained by the ACNW that contain copies of letters, memoranda, reports, etc, that pertain to the qualifications, appointments, and employment activities of outside technical advisors or consultants under contract with ACNW, fingerprint cards; e.g., Form FD-258, "Confidential Statements of Employment and Financial Interest," (NRC Form 269), and similar documentation.~~

~~Review annually and destroy all superseded or obsolete documents; or destroy all documents relating to an individual employee 3 years after separation.~~