

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		<b>DO NOT WRITE IN THESE SPACES (NARA use only)</b>	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <b>N1-431-92-3</b>	DATE RECEIVED <b>11-4-91</b>
1. FROM (Agency or establishment) U.S. Nuclear Regulatory Commission		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2. MAJOR SUBDIVISION Office of Nuclear Material Safety and Safeguards, and Regional Offices			
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER John Harris	5 TELEPHONE 301/492-4248	DATE <b>4-4-96</b>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</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>4</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 type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input checked="" type="checkbox"/> has been requested.			
DATE <b>Oct. 31, 1991</b>	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> Brenda Jo Shelton	TITLE NRC Records Officer	
7. ITEM NO	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>This records disposition schedule covers textual records of the Nuclear Regulatory Commission that pertain to fuel facilities, transportation, byproduct, source, and special nuclear material licenses. This schedule replaces the original schedule approved under NCI-431-81-5, schedule 1, part 3, item 22.a, in order to describe decommissioning records as a separate collection and provide for their permanent retention.</p> <p>These changes are made in response to GAO's recommendation that decommissioning records be retained longer than ten years, and conform with the requirements prescribed in NRC's SECY-90-316, "Decommissioning Records Plan," copy attached.</p> <p>Items 22.b and 22.c that cover case files transferred to Agreement States and extra copies of the case files remain unchanged.</p> <p>Schedules attached.</p>	NC1-431-81-5, schedule 1, Part 3, item 22.a	

APR - 9 1996 *MHV*

*Copy to: Agency, NCF  
NNT, NIA*

## ITEM

NO. DESCRIPTION OF RECORDSAUTHORIZED DISPOSITION1. Fuel Facilities, Transportation, Byproduct, Source, and Special Nuclear Material Docket Files

Case files documenting the licensing of persons, institutions, facilities or companies to use byproduct, source, and special nuclear material, and to transport nuclear material as defined in 10 CFR Parts 30, 40, 50, 70, and 71. Included are the application, license and amendments, and all related licensing documentation.

Decommissioning records for these licenses are permanent and require maintenance as a subset of each case file as specified in SECY 90-316.

Reference Item c. below for authorized disposition. Excluded are case files (under 10 CFR Part 40) with license prefix of "SUA" which are covered by the High-Level, Low-Level, and Uranium Recovery Docket File schedule (NRCS 2-28.1). Post 1983 Regional case files include the Inspection and Enforcement Case File documentation described in the Inspection and Enforcement Case File schedule (N1-431-92-1, Items 1.b, c, and d.), and are retained as one case file under this schedule. For the purposes of applying the authorized disposition instructions, a withdrawn or denied license application is considered terminated on the date of withdrawal or denial.

- a. The Office of Nuclear Material Safety and Safeguard's (NMSS) terminated official licensing case files consisting of NRC Archival Facility job numbers 1700, 1708-1710, and 1722, (originally 379-383), that were reviewed by the Oak Ridge National Laboratory during 1977 through 1980 to ensure properly documented license terminations.

Permanent. Transfer to NARA at end of FY 1996.

*Changes per discussion with John Fairbairn, NARA. JAF 2/29/96*

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- b. Official case files of the NMSS and the Regional offices including the decommissioning segment, except for those described in item a. above, determined by the NRC to have exceptional value because of the historical significance of their contents or their uniqueness. Included are files that:
1. result in judicial decisions or legislation that affect the functions and activities of NRC,
  2. result in significant changes in regulatory activities and procedures, or
  3. were the subject of Congressional investigation or were of great public interest.
- c. Decommissioning records segment of disposable licensing case files located at the File Center and Regional offices, consisting of the following types of documents:
1. All license applications, amendment requests, and renewal requests.
  2. Complete license, including all amendments.
  3. Termination amendment.
  4. Licensee request for license termination and all supporting documentation including plans for completion of decommissioning.
  5. Forms dealing with disposition of material (NRC/AEC Form 314, AEC Form HQ-277, and other forms) and/or letters from licensees
- Permanent. Cut off upon license termination, following completion of decommissioning procedure. Retire to WNRC through IRM at end of fiscal year. Transfer to NARA 20 years after termination of license.
- Permanent. Cut off upon license termination following completion of decommissioning procedure. Retire to WNRC through IRM at end of fiscal year. Transfer to NARA 20 years after termination.

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- dealing with disposition and status of material.
6. Reports of NRC closeout inspections.
  7. Letter of certification from NRC official stating that license can be terminated.
  8. Any closeout survey by NRC, the licensee, or a contractor working for either NRC or the licensee.
  9. Any additional documents dealing with disposition of waste or other material or residual contamination on the site, including records of on-site burials.
  10. All documents related to financial assurance for decommissioning, including decommissioning funding plans, certifications of financial assurance for decommissioning, related cost estimates, and records of funding methods.
  11. Records of spills and other unusual occurrences involving the spread of contamination in and around the facility, equipment, or site.
  12. As-built drawings and modifications of structures and equipment in restricted areas where radioactive materials were used or stored and locations of possible inaccessible contamination.
  13. Any additional documents which refer to decommissioning, decontamination, or termination of the license, including interim or

*Changes per discussion with John Fairbry, NARA. JAF/2/29/96*

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partial decommissioning or specific facilities at any time during the history of licensed operations.

14. Any enforcement documents related to decommissioning and decontamination activities.
- d. Other case files, excluding the decommissioning segment, that do not meet the criteria for permanent retention. Cut off upon license termination, following completion of decommissioning procedure. Retire to WNRC through IRM at end of fiscal year. Destroy 20 years after termination of license.
- e. ~~Headquarters and Regional case files covering licensees for which licensing jurisdiction is transferred to a State under agreement covering transfer of function.~~ Transfer official case files to Agreement State. Prior to transfer, create a copy of the decommissioning portion of the files for permanent retention. Retire copy to IRM at time of records transfer to Agreement State. Case files returned to NRC by Agreement State relinquishing licensing authority supersede the duplicate copy retained by NRC; remove duplicate case files from retirement and destroy when official case files are returned to NRC by Agreement State. Transfer remaining files to NARA 20 years after official file is transferred to the Agreement State.
- [Item e withdrawn by NRC]