

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK
JOB NO NC1-431-80-1
DATE RECEIVED 10-19-79
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10
3-5-80 <i>James E. Stewart</i> Date <i>acting</i> Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
U. S. Nuclear Regulatory Commission

2. MAJOR SUBDIVISION 1) Nuclear Material Safety & Safeguards (NMSS); 2) Inspection & Enforcement (I&E)

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
Mrs. Eugenia A. M. Kissinger *Eugenia A. M. Kissinger*

5. TEL. EXT.
492-8137

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 8/31/79	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Eugenia A. M. Kissinger</i>	E. TITLE Acting Records Officer
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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				
1.	<p>This schedule covers records of the Nuclear Regulatory Commission relating to its responsibilities in:</p> <p>a. the licensing of persons, institutions, facilities, or companies to use byproduct material (isotopes) (10 CFR Part 307); Source material (10 CFR Part 40); and Special Nuclear Material (10 CFR Part 70); and</p> <p>b. the inspection and enforcement of such licensees for compliance with applicable rules and regulations relating to the use, storage, and disposition of such material.</p> <p>This schedule now supersedes the following schedules in their entirety:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">NN 170-41</td> <td style="width: 50%;">NC1-431-79-1</td> </tr> <tr> <td>NN 169-89</td> <td>NC1-431-78-1</td> </tr> </table> <p>License Case Files, documenting the licensing of persons, institutions, facilities, or companies to use Byproduct,</p> <p>*Includes 31 thru 35 10CFR.</p>	NN 170-41	NC1-431-79-1	NN 169-89	NC1-431-78-1		
NN 170-41	NC1-431-79-1						
NN 169-89	NC1-431-78-1						

115-1075
*Copies to NNT
Copies to cell files*

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>Source, and Special Nuclear Material, including the application, license, amendments, and related correspondence.</p> <p>a. Official Case Files located in the Office of Nuclear Material Safety and Safeguards (NMSS):</p> <p>Retire to FRC after license is expired or terminated and receipt of Office of Inspection and Enforcement (I&E) certification that premises are free of radiological contamination (Form 314 or equivalent).</p> <p>DESTROY Dispose 10 years after date of I&E certification.</p> <p>EXCEPT: Case Files covering licensees for which licensing jurisdiction is transferred to the State under agreement covering transfer of function.</p> <p>DESTROY Dispose upon expiration date of license, or after 5 years, whichever is earlier.</p> <p>b. Public Document Room Copy:</p> <p>DESTROY Dispose on expiration of license.</p> <p>c. All other Copies in NMSS and I&E:</p> <p>DESTROY Dispose when 1 year old or earlier if not needed.</p> <p>2. Inspection Case Files documenting the inspection activity and actions relating to Byproduct, Source, and Special Nuclear Material licensees, including copy of license, inspection and follow-up reports, inspectors' notes, enforcement action documents, final certification that premises are free of radiological contamination, and related correspondence.</p> <p>a. Official Case Files located in I&E Regional Offices:</p> <p>(1) Inspection Case Files of Licenses under NRC jurisdiction which are allowed to expire or are terminated or superseded:</p> <p>Retire to FRC after final certification.</p> <p>DESTROY Dispose 10 years after certification.</p>	<p>NN 170-41 NN 169-89</p> <p>NN-169-89</p> <p>PDR RIDS, item 7</p> <p>NCl-431-79-1 NCl-431-78-1 NN 169-89</p>	

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

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	<p>EXCEPT: Policy and Precedent Setting Cases, and/or Cases where Licensees are required to make extensive decontamination efforts as a result of I&E clearance survey:</p> <p>DESTROY Dispose after 20 years.</p>		
	<p>(2) Case Files consisting of material remaining after files are transferred to a State under agreement covering transfer of regulatory function:</p> <p>DESTROY Dispose 1 year after official file is transferred.</p>	<p>NN/69-89 NCI-431-78-1 NCI-431-79-1</p>	
	<p>(3) All Other Inspection Case Files:</p> <p>DESTROY Dispose 1 year after final certification.</p>	<p>NN/69-89 NCI-431-78-1 NCI-431-79-1</p>	
	<p>b. Copies of Case Files located in I&E Headquarters:</p> <p>DESTROY Dispose 1 year after final certification.</p>	<p>NN/69-89 NN/71-92 NCI-431-78-1 NCI-431-79-1</p>	
	<p>c. Public Document Room Copies of Inspection Reports:</p> <p>DESTROY Dispose when 2 years old.</p>	<p>NCI-431-78-1 PDR RIDS item 5 NCI-431-79-1</p>	
	<p>d. All Other Copies in I&E or NMSS:</p> <p>DESTROY Dispose when 1 year old or earlier if not needed.</p>		
<p>CONCURRENCES: (signature and date):</p> <p>NMSS <u>T. F. Carter 8/29/79</u> I&E <u>William C. Mullins 8/29/79</u> <u>Da Nungprad 8/29/79</u> <u>J. A. Mezek 8/29/79</u> <u>W. F. Crow 8/29/79</u> <u>R. J. Meyer 8/29/79</u> <u>Nathan Garrison 8/29/79</u> <u>Harold G. Tucker 8/29/79</u> OELD <u>Karen Cyr 8/30/79</u></p>			