

Request for Records Disposition Authority

Records Schedule Number DAA-0095-2018-0053
Schedule Status Approved

Agency or Establishment Forest Service
Record Group / Scheduling Group Records of the Forest Service
Records Schedule applies to Agency-wide
Schedule Subject Radiation Safety
Internal agency concurrences will be provided No

Background Information The objective of the Forest Service Radiation Safety program is to achieve safe, accident-free, handling, storage, and transportation of radiation sources in the Forest Service for satisfactorily accomplishing research, engineering applications, and other uses, thereby preventing exposure of employees, the public, visitors, facilities, and the environment to radiation contamination.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0095-2018-0053

Sequence Number	
1	Radiation Protection Disposition Authority Number: DAA-0095-2018-0053-0001

Records Schedule Items

Sequence Number					
1	<p>Radiation Protection</p> <p>Disposition Authority Number DAA-0095-2018-0053-0001</p> <p>Records and correspondence regarding employee radiation protection program and the handling of items such as hazard chemicals, asbestos, explosives and blasting materials. Included are correspondence in regards to permits issued under the USDA Radiation Safety Program that approve use of by-product radioactive material and records regarding safe handling, storage and transportation of radiation sources used in research and engineering applications to ensure prevention of exposure to employees and the public to radiation contamination.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> <table border="1"><thead><tr><th>Manual Citation</th><th>Manual Title</th></tr></thead><tbody><tr><td>FSH 6209.11, Chapter 40, Filecode 6740</td><td>Forest Service Records Management Handbook</td></tr></tbody></table> <p>GRS or Superseded Authority Citation N1-95-10-010 / 148</p> <p>Disposition Instruction</p> <p>Cutoff Instruction End of fiscal year.</p> <p>Retention Period Destroy 5 year(s) after cutoff</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>	Manual Citation	Manual Title	FSH 6209.11, Chapter 40, Filecode 6740	Forest Service Records Management Handbook
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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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
04/17/2018	Certify	Monica McGee	Records Officer	Forest Service - WO - ORMS - CRM
12/06/2018	Submit for Concurrency	Carla Simms	Archives Specialist	National Archives and Records Administration - Records Management Operations
12/06/2018	Concur	Kate Flaherty	Appraiser	National Archives and Records Administration - ACRA
12/17/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
12/18/2018	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist