

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

N1-142-90-1

DATE RECEIVED

10/10/89

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

1. FROM (Agency or establishment)

Tennessee Valley Authority

2. MAJOR SUBDIVISION

Human Resources

3. MINOR SUBDIVISION

Occupational Health and Safety

4. NAME OF PERSON WITH WHOM TO CONFER

Ronald E. Brewer

5. TELEPHONE EXT.

615/751-2520

DATE

1/29/90

ARCHIVIST OF THE UNITED STATES

[Signature]

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

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 _____ 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

10/20/89

Ronald E. Brewer

TVA Archivist

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SUPERSEDED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)

See the attached descriptions for the following items:

1. Radiation Safety and Control, Nuclear Regulatory Commission License Activity Documents;
2. Radiation Safety and Control Documentation Related to Miscellaneous Nonroutine Activities; and
3. Radiation Safety and Control Procedures.

1. RADIATION SAFETY AND CONTROL, NUCLEAR REGULATORY COMMISSION LICENSE
ACTIVITY DOCUMENTS

Radiation Safety and Control (RS&C) in Occupational Health and Safety is responsible for radiation safety and control for all TVA organizations except Nuclear Power. Surveys and other documentation activities are conducted to (1) record radiological workplace conditions, (2) assess employee exposure to potential radiological hazards, and (3) to record miscellaneous surveys required for compliance with Nuclear Regulatory Commission (NRC) license requirements. In addition to radiological surveys, these records may include training records, radioactive material shipment records, excreta analysis records, licensing correspondence, terminated licenses, copies of the licenses, instrument calibration documentation, source leak test records, inventory records, and other related material determined to be related to an NRC-licensed activity.

These records date from the early 1960s and continue. This group was part of Nuclear Power for the period 1980 to May 1986, and during this period parts of these records were indexed into RIMS. However, these hard copy records constitute a complete project file and have been designated as the record copy.

These records are required to document license compliance in the event of future NRC investigations or possible legal claims by employees alleging harmful effects from TVA work environments while working with NRC-licensed radioactive material. The Code of Federal Regulations, 10 CFR 19, 20, 21, 30, 34, and 40 requires these records to be maintained for three years after the last licensed activity, life of the license, or until the NRC authorizes disposition. TVA has elected to maintain the records for 40 years after termination of the license as evidence in case a lawsuit is filed alleging harmful effects from radioactive material. The total volume of these records through 1989 is approximately 18 cubic feet.

DISPOSITION

Destroy 40 years after termination of the license unless TVA receives notification from NRC before this retention expires to retain for a longer period.

2. RADIATION SAFETY AND CONTROL DOCUMENTATION RELATED TO MISCELLANEOUS
NONROUTINE ACTIVITIES

The records in this series contain supporting correspondence and information related to miscellaneous nonroutine events of a radiological nature. These nonroutine events include ionizing radiological activities not licensed by the NRC, nonionizing radiological activities, source inventories, special interest items, industrial radiography surveys, instrument calibration sheets, RS&C work schedules, miscellaneous reference material, training records, radioactive material shipping records, radon study results, various log books for special projects, used tracking numbers issued, and miscellaneous correspondence.

These records date from the early 1960s and continue and will be useful in the event of future investigations by TVA on related subjects. The total volume of these records through 1989 is approximately 6 cubic feet.

DISPOSITION

Destroy when 40 calendar years old.

3. RADIATION SAFETY AND CONTROL PROCEDURES

These records consist of procedures developed and used by RS&C employees to ensure that routine activities are conducted in a consistent manner. NRC license requirements and good radiological health physics practices are researched, and the procedures are written to ensure compliance. Included in these procedures are: radiological survey schedules; specific survey techniques; smear counting, laboratory instrument performance verification; radiological training; annual review of radiological programs; dose monitoring; hood flow testing; and other procedures written for specific one-time use. These records date from 1980 and continue. The total volume through 1989 is approximately 3 cubic feet.

These procedures will be required reference material in the event of future NRC investigations or internal investigations by TVA.

DISPOSITION

Destroy when 40 calendar years old.

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