

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-142-98-010

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

N1-142-10-001 crosswalk links this whole schedule to GRS 18, item 9, which is now (2022) GRS 5.6, items 010 and 011 (DAA-GRS-2017-0006-0010 and DAA-GRS-2017-0006-0011).

APR -2 1999 MNR Copy to: Agency
NRC

SECURITY RECORDS

CRS-21.

Item No. 1. RECORDS RELATING TO AUTHORIZED UNESCORTED ACCESS TO PROTECTED AND VITAL, NORMALLY UNOCCUPIED AREAS, AND ISSUANCE OF BADGECARDS

Includes badgecard entrance logs; card reader printouts; designated vehicle and visitor authorizations; alarm enunciation's, responses, and incident reports, and security clearance records for unescorted access authorization.

DISPOSITION

A. PAPER RECORD COPY DESIGNATED AS SAFEGUARDS

Retain for 3 years and then shred.

B. PRINTER TAPE AS RECORD COPY DESIGNATED AS SAFEGUARDS

Retain for 3 years and then shred.

C. PAPER RECORD COPIES NOT DESIGNATED AS SAFEGUARDS

Retain for 3 years and then destroy.

(N1-142-90-14, Item VI.1)

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D. SECURITY CLEARANCE RECORDS FOR UNESCORTED ACCESS AUTHORIZATION

Retain for term of unescorted access plus 5 years

Item No. 2. RECORDS RELATING TO MAINTENANCE OF SECURITY EQUIPMENT

This includes maintenance records, tests and inspections of physical barriers, intrusion alarms, communication equipment and other security equipment.

DISPOSITION

A. PAPER RECORD COPY DESIGNATED AS SAFEGUARDS

WBN - Retain for 3 years and then shred.

B. PRINTER TAPE AS RECORD COPY DESIGNATED AS SAFEGUARDS

WBN - Retain for 3 years and then shred.

C. PAPER RECORD COPIES NOT DESIGNATED AS SAFEGUARDS

WBN - Retain for 3 years and then destroy.

(N1-142-90-14, Item VI.1)

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D. RECORDS LISTED IN ITEMS A, B, AND C FOR BFN AND SQN

Retain for 5 years then destroy.

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SECURITY RECORDS

CRS

-21.

Item No. 3. RECORDS OF ACCESS TO LOCKS, KEYS, COMBINATIONS AND OTHER EQUIPMENT

DISPOSITION

Retain for 3 years and then destroy.

(N1-142-90-14, Item VI.1)

Item No. 4. SECURITY AUDITS AND MANAGEMENT REVIEWS; REPORTABLE SECURITY SAFEGUARDS EVENTS REPORTS AND SAFEGUARDS EVENT LOGS; RECORDS OF CHANGES TO THE SECURITY/CONTINGENCY PLAN (PS/CP) AND PERSONNEL SECURITY TRAINING & QUALIFICATION PLAN (TQP); RECORDS OF CHANGES TO IMPLEMENTING PROCEDURES; LLEA LETTERS OF AGREEMENT AND RECORDS OF TOURS AND ORIENTATION; AND NRC INSPECTION REPORTS.

DISPOSITION

A. PAPER RECORD COPY DESIGNATED AS SAFEGUARDS

Retain for 3 years and then shred.

B. PAPER RECORD COPY NOT DESIGNATED AS SAFEGUARDS

Retain for 3 years and then destroy.

(N1-142-90-14, Item, VI.1)

Item No. 5. MEMBER SECURITY FORCE (MSF) INITIAL T&Q QUALIFICATION AND ANNUAL REQUALIFICATION RECORD

DISPOSITION

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A. INITIAL TRAINING RECORDS

Retain for length of employment + 3 years, then destroy.

B. REQUALIFICATION TRAINING RECORDS

1. Retain for 3 years, then destroy.

(N1-142-90-14, Item VI.1)

Item No. 6. SECURITY TRAINING FOR PLANT PERSONNEL FOR AUTHORIZED UNESCORTED ACCESS

DISPOSITION

Retain for 3 years, then destroy.

(N1-142-90-14, Item VI.1)

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