

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-220-96-5	
1. FROM (Agency or establishment) U.S. Nuclear Waste Technical Review Board		DATE RECEIVED 1-29-96	
2. MAJOR SUBDIVISION		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Victoria F. Reich	5. TELEPHONE (703)235-4473	DATE 5-6-96	ARCHIVIST OF THE UNITED STATES <i>J. W. Cal</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>2</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 checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE 1/26/96	SIGNATURE OF AGENCY REPRESENTATIVE <i>Victoria F. Reich</i>	TITLE <i>Librarian</i>	
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	U.S. Nuclear Waste Technical Review Board The U.S. Nuclear Waste Technical Review Board was established in 1987 by the Nuclear Waste Policy Amendments Act (Public Law 100-203) to evaluate the technical and scientific validity of activities undertaken by DOE in its program to manage the disposal of the nation's spent nuclear fuel and defense high level waste. The Board is expected to terminate one year after a nuclear waste depository has been constructed, accepted, and receives its first shipment, c. 2020. Board Meeting Records Board meeting transcriptions, panel minutes, agenda and background materials. Arranged chronologically by meeting. Volume on hand is approximately 50 cubic feet. PERMANENT. Cut off annually. Transfer to the National Archives in 5 year blocks when newest record is 5 years old (1989-1993 transfers in 1998).		

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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
2.	<p>Briefing Books</p> <p>Agendas, meeting minutes and other records of Commission meetings and tours maintained in chronological order. Volume on hand is approximately 6 cubic feet.</p> <p>PERMANENT. Cut off annually. Transfer to the National Archives in 5 year blocks when newest record is 5 years old (1989-1993 transfers in 1998).</p>		
3.	<p>Correspondence</p> <p>Incoming and outgoing correspondence, facsimiles and internal memoranda. Volume is approximately 1 cubic foot per year.</p> <p>a. Staff Correspondence</p> <p>Incoming correspondence filed alphabetically by recipient.</p> <p>PERMANENT. Cut off annually. Transfer to the National Archives in 5 year blocks when newest record is 5 years old (1989-1993 transfers in 1998).</p> <p>b. Subject File</p> <p>Incoming and outgoing correspondence and internal memos filed alphabetically by subject.</p> <p>PERMANENT. Cut off annually. Transfer to the National Archives in 5 year blocks when newest record is 5 years old (1989-1993 transfers in 1998).</p> <p>c. Tracking and Control System Annual Printout</p> <p>Hard copy printout of incoming and outgoing correspondence log.</p> <p>PERMANENT. Print annually. Transfer to the National Archives with the related correspondence.</p> <p>d. Reading File</p> <p>Duplicate copies of incoming and/or outgoing correspondence circulated for staff information.</p>		

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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
4.	<p>TEMPORARY. Destroy when no longer needed, not to exceed 1 year.</p> <p>Publications</p> <p>One copy each of reports, newsletters, press releases, annual reports and any other published item produced by the Commission. Arranged by type, thereunder chronologically. volume on hand is 1 cubic foot.</p> <p>PERMANENT. Cut off annually. Transfer to the National Archives in 5 year blocks when newest record is 5 years old (1989-1993 transfers in 1998).</p>		
5.	<p>Audiovisuals</p> <p>a. Videotapes</p> <p>Videotape of press conference announcing release of an annual report.</p> <p>TEMPORARY. Destroy when no longer needed, not to exceed the life of the Board.</p> <p>b. Still Photographs</p> <p>Binders of 4 X 6 color candid snapshots. Unarranged. Volume on hand is approximately 1 cubic foot.</p> <p>TEMPORARY. Destroy when no longer needed, not to exceed the life of the Board.</p>		
6.	<p>Clipping File</p> <p>Newsclippings filed by year, thereunder alphabetically by subject. Annual accumulation is approximately 4 inches.</p> <p>PERMANENT. Cut off annually. Transfer to the National Archives in 5 year blocks when newest record is 5 years old (1989-1993 transfers in 1998).</p> <p>Records already appraised as disposable under the General Records Schedule, as well as duplicate, unidentifiable, unrelated and non-archival material, may be destroyed during archival processing</p>		