

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-412-97-005

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

This schedule is superseded by N1-412-07-071

Date Reported: 08/31/2020

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>01-412-97-5</i>	
		DATE RECEIVED <i>1-30-97</i>	
		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
1. FROM (Agency or establishment) U.S. Environmental Protection Agency			
2. MAJOR SUBDIVISION Various		DATE   ARCHIVIST OF THE UNITED STATES <i>10-6-98</i>   <i>John W. Paul</i>	
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER  Rachel Vanwingen	5. TELEPHONE  202-260-9709		

**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 5 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,

☒ is not required; ☐ is attached; or ☐ has been requested.

DATE  1/3/97	SIGNATURE OF AGENCY REPRESENTATIVE <i>Michael L. Miller</i>	TITLE  Agency Records Officer
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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 GRS OR SUPERSEDED JOB CITATION	10.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)
	<p>See attached EPA Records Schedules for selected Agency-wide and Laboratory records.</p> <p><del>479A</del> 499L</p>		

DRAFT OF 5/7/98

**U.S. EPA RECORDS CONTROL SCHEDULE**

**SERIES TITLE:** Employee Occupational Exposure to Ionizing Radiation

**PROGRAM:** Research and Development Laboratories

**EPA SERIES NO:** 499L

**AGENCY FILE CODE:** RNDL 499

**NARA SCHEDULE NO.** N1-412-97-5

**APPLICABILITY:** AWBERC

**IDENTIFYING INFORMATION:**

**DESCRIPTION:** Consists of documentation of EPA employee occupational exposure to ionizing radiation while using radioactive materials or radiation producing devices in research. Includes quarterly employee exposure reports, lists of approved radioactive isotope users, NRC correspondence, policies regarding handling of radiation, questionnaires, requisitions for radioactive materials and inventories of radioactive materials.

**ARRANGEMENT:** Arranged by year and thereunder alphabetically by employee.

**TYPE OF RECORDS:**  
Case files

**SPECIFIC RESTRICTIONS:**  
Privacy Act

**MEDIUM:**  
Paper

**VITAL RECORD:**  
No

**FUNCTIONS SUPPORTED:**  
Program management and program operations

**SPECIFIC LEGAL REQUIREMENTS:**  
10 CFR 20, part 2106

EPA SERIES NO. 499L

DISPOSITION INFORMATION:

**FINAL DISPOSITION:**

Disposable

**TRANSFER TO FRC PERMITTED:**

No

**FILE BREAK INSTRUCTIONS:** Break file at expiration or termination of license.

**DISPOSITION INSTRUCTIONS:** Destroy 75 years after file break.

APPLICATION GUIDANCE:

**REASONS FOR DISPOSITION:** The Nuclear Regulatory Commission (NRC) which grants licenses to organizations to use radioactive material in research requires that licensees retain employee exposure reports until the commission terminates each pertinent license. The retention is sufficient to cover the possibility of claims by exposed individuals.

**AGENCY-WIDE GUIDANCE:** Occupational Injury and Illness Files for the Safety program are scheduled as EPA 583A and Personal Injury Files are covered in GRS 1/31.

**PROGRAM OFFICE GUIDANCE/DESCRIPTIVE INFORMATION:**

CUSTODIAL INFORMATION:

**CONTROLLING UNIT:**

**Name:** ORD

**Location:** Cincinnati

**Inclusive Dates:** 1977-

**Volume on Hand (Feet):** 2 cu. ft.

**Annual Accumulation:** .5 cu. ft.  
(feet or inches)

**CONTACT POINT:**

**Name:** Kathy Lautenschlegar

**Mail Code:**

**Telephone:** 513-569-7969

**Office:** National Exposure Research Lab.

**Room:**

CONTROL INFORMATION:

**RELATED ITEMS:** GRS 1/31, EPA 583A

**PREVIOUSLY APPROVED BY**  
**NARA SCHEDULE NOS:**

Approval Date EPA	Approval Date NARA	Entry Date	Last Modified
1/6/97		2/22/95	5/7/98