

## REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

11-431-90-3

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

DATE RECEIVED

12-08-89

1. FROM (Agency or establishment)

U.S. Nuclear Regulatory Commission

2. MAJOR SUBDIVISION

Office of Nuclear Regulatory Research

3. MINOR SUBDIVISION

Nuclear Safety Research Review Committee

4. NAME OF PERSON WITH WHOM TO CONFER

John Harris

5. TELEPHONE EXT.

492-4248

DATE

4/6/90

ARCHIVIST OF THE UNITED STATES

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 2 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

12/1/89

C. SIGNATURE OF AGENCY REPRESENTATIVE

Brenda Jo. Shelton

D. TITLE

NRC Records Officer

7.  
ITEM  
NO.

8. DESCRIPTION OF ITEM

(With Inclusive Dates or Retention Periods)

9. GRS OR  
SUPERSEDED  
JOB  
CITATION10. ACTION  
TAKEN  
(NARS USE  
ONLY)

This records schedule pertains to the textual records of the Nuclear Safety Research Review Committee (NSRRC).

The advisory committee was created 2/9/88 in order to provide advice to the Director of the Office of Nuclear Regulatory Research, and through him the Commission, on matters of overall management importance in the direction of NRC's program of nuclear safety research.

The program records are scheduled as one series due to the small volume involved. The description of the administrative records has been tailored for application to the NSRRC, but was previously scheduled under NC1-431-81-5, item 1.1.5, and does not require further assessment.

1. Records of the NSRRC

Records of the NSRRC consisting of agendas, minutes, briefing materials, transcripts of full committee and subcommittee meetings, reports describing committee and subcommittee findings and recommendations, subject files consisting of internal memorandum, incoming and outgoing correspondence, special studies project files on topics requested by the Director of the Office of Nuclear Regulatory Research on the Commission, and all other documents pertaining to the functions, policies, and program responsibilities of the committee.

Copies sent to agency,  
NCF, NNT, NNW 4/12/90

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NOTIFICATION TO AGENCY

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.

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JOB  
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TAKEN  
(NARS USE  
ONLY)

-2-

Authorized Disposition:

Cut off in 5 year blocks and retire to the NRC Archival Facility/Washington National Records Center. Offer in 5 year blocks to the National Archives and Records Administration when 20 years old.

2. ~~General Administrative Files~~

~~General administrative files pertaining to the routine internal management or general administration of the NSRRC such as budget, travel, procurement, etc. rather than the function for which the NSRRC exists.~~

~~Authorized Disposition:~~

~~Cut off at close of fiscal year. Destroy when 2 years old or sooner if purpose has been served.~~