The following is the complete list of NARA-approved Records Disposition Schedules currently under the epidemiological moratorium on the destruction of health-related records as of July 2022. All records scheduled under these authorities must be preserved past their normal retention periods unless a waiver is obtained for the Office of Worker Screening and Compensation Support.

Questions about the moratorium and what records must be preserved can be directed to Gregory Lewis at gregory.lewis@hq.doe.gov or to the DOERM mailbox at doerm@hq.doe.gov.

| doerm@hq | <u> </u> | Previous or Current  |                            | Note     | e: if this col | New<br>umn is shaded, current schedule is still under tl   | ne moratorium.                        |
|----------|----------|--|----------------------------|----------|----------------|--|---------------------------------------|
| Schedule | Item     | Series Title   | Disposition<br>Authority   | Schedule | Item           | Series Title   | Disposition<br>Authority              |
|          |          |  | DOE Authority              |          |                |  | DOE Authority                         |
| ADM 1    | 1.1      | Official personnel Files of Contractor<br>Employees  | N1-434-89-1<br>item 1      | DOE 2.2  | 030            | Official Personnel Files (Contractor)  | DAA-0434-2020-<br>0010-0003           |
| ADM 1    | 2        | Service Record Cards for Federal Employees –<br>on or after January 1, 1948  | N1-434-98-4<br>item 2b     | DOE 2.2  | 010            | Employee Cards – Legacy Records ONLY   | DAA-0434-2020-<br>0010-0001           |
| ADM 1    | 6        | Employee record cards  | N1-434-98-4<br>item 6      | DOE 2.2  | 010            | Employee Cards – Legacy Records ONLY   | DAA-0434-2020-<br>0010-0001           |
| ADM 1    | 7.1b     | Contractor Job Classification Manuals - For all other jobs   | N1-434-89-1<br>item 3b     | DOE 2.1  | 010            | Contractor Employee Job Classification<br>Manuals  | DAA-0434-2020-<br>0009-0001           |
| ADM 1    | 19       | Individual Non-occupational health records   | N1-434-98-4<br>item 19     | DOE 2.7  | 020            | Individual Medical Case File (Federal and Contractor)  | DAA-0434-2020-<br>0015-0001           |
| ADM 1    | 20.1a    | Contractor Health Unit Control Files –<br>summarized on statistical report   | N1-434-89-1<br>item 4c1    | DOE 2.7  | 010            | Clinic Scheduling Records  | DAA-GRS-2017-<br>0010-0001            |
| GRS 1    | 21a2     | Employee Medical Folder (EMF) - Long-term separated employees  | N1-GRS-86-4<br>item 21a2   | GRS 2.7  | 060            | Occupational individual medical case files  NOTE: DOE Records Disposition Schedule pending NARA approval   | DAA-GRS-2017-<br>0010-0009            |
| ADM 1    | 21b      | Employee Medical Folder (EMF) - Temp EMF records   | N1-434-98-4<br>item 21.b   | DOE 2.7  | 020            | Individual Medical Case File (Federal and Contractor)  | DAA-0434-2020-<br>0015-0001           |
| GRS 1    | 21c      | Employee Medical Folder (EMF) - Individual employee health file pre-EMF system   | N1-GRS-86-4<br>item 21c    | GRS 2.7  | 062            | Occupational individual medical case files: Individual employee health case files created prior to establishment of the EMF system in 1986  NOTE: DOE Records Disposition Schedule pending NARA approval | DAA-GRS-2017-<br>0010-0011            |
| ADM 1    | 21.1a    | Contractor Employee Medical Folder (EMF) –<br>Individual Health Case Files – forms,<br>correspondence                          | N1-434-89-1<br>item 4a     | DOE 2.7  | 020            | Individual Medical Case File (Federal and Contractor)  | DAA-0434-2020-<br>0015-0001           |
| ADM 1    | 21.1b    | Contractor Employee Medical Folder (EMF) –<br>Individual Health Case Files – cards with date<br>of visit, diagnosis, treatment | N1-434-98-4<br>item 21.1b  | DOE 2.7  | 020            | Individual Medical Case File (Federal and Contractor)  | DAA-0434-2020-<br>0015-0001           |
| ADM 1    | 21.2b    | Records Concerning Personnel Exposure to<br>Hazardous Materials - operating plans  | NC1-430-76-9<br>item 5b    |          |                |  |                                       |
| ADM 1    | 21.2c    | Records Concerning Personnel Exposure to   | NC1-430-76-9<br>item 5c    | DOE 2.7  | 130            | Individual Employee Health Hazard Case File (Employee Exposure Records)  | DAA-0434-2020-<br>0015-0006 (in part) |
| //DIVI 1 | 21.20    | Hazardous Materials - Records and  |                            | DOE 2.7  | 140            | Radiation, Industrial Hygiene and Bioassay<br>Summaries and Investigations   | DAA-0434-2020-<br>0015-0007 (in part) |
| ADM 1    | 21.3a(3) | Radiation Contamination Control Program<br>Records - Worksheets, requests for analysis,<br>chart records                       | NC1-430-76-9<br>item 4a(3) | DOE 2.7  | 140            | Radiation, Industrial Hygiene and Bioassay<br>Summaries and Investigations   | DAA-0434-2020-<br>0015-0007           |
| ADM 1    | 21.3b(2) | Radiation Contamination Control Program<br>Records - Detail plans for specific jobs  | NC1-430-76-9<br>item 4c(2) |          |                |  |                                       |
| ADM 1    | 21.3c    | Radiation Contamination Control Program<br>Records Logbooks (chronological history)  | NC1-430-76-9<br>item 4d    |          |                |  |                                       |
| ADM 1    | 21.3e(2) | Radiation Contamination Control Program<br>Records - Other records   | NC1-430-76-9<br>item 4f    |          |                |  |                                       |
| ADM 1    | 21.4a    | Employee Health Hazard Case Files - Records of skin and nasal contamination incidents, including decontamination details       | NC1-430-76-9<br>item 4b(1) | DOE 2.7  | 130            | Individual Employee Health Hazard Case File<br>(Employee Exposure Records)   | DAA-0434-2020-<br>0015-0006           |

| Providence of Community |          |   |                               |          | New  |   |  |  |  |  |
|-------------------------|----------|---|-------------------------------|----------|------|---|--|--|--|--|
| Calcadada               | 14       | Previous or Current   | Disposition                   |          |      | umn is shaded, current schedule is still under th   | Disposition                                  |  |  |  |
| Schedule                | Item     | Series Title  | Authority                     | Schedule | Item | Series Title  | Authority                                    |  |  |  |
|                         |          |   | DOE Authority                 |          |      |   | DOE Authority                                |  |  |  |
| ADM 1                   | 21.4b    | Employee Health Hazard Case Files - Incidents involving contaminated injuries   | NC1-430-76-9<br>item 4b(2)    | DOE 2.7  | 130  | Individual Employee Health Hazard Case File (Employee Exposure Records)   | DAA-0434-2020-<br>0015-0006                  |  |  |  |
| ADM 1                   | 21.4c    | Employee Health Hazard Case Files - Results of direct measurement   | NC1-430-76-9<br>item 4b(3)    | DOE 2.7  | 130  | Individual Employee Health Hazard Case File (Employee Exposure Records)   | DAA-0434-2020-<br>0015-0006                  |  |  |  |
| ADM 1                   | 21.4d    | Employee Health Hazard Case Files - Investigations listed in ADM schedule as (1)-(4)                                      | NC1-430-76-9<br>item 4b(4)    | DOE 2.7  | 130  | Individual Employee Health Hazard Case File (Employee Exposure Records)   | DAA-0434-2020-<br>0015-0006                  |  |  |  |
| ADM 1                   | 21.4e(1) | Employee Health Hazard Case Files - Records of bioassay data - positive laboratory results                                | NC1-430-76-9<br>item 4b(5)(a) | DOE 2.7  | 130  | Individual Employee Health Hazard Case File<br>(Employee Exposure Records)  | DAA-0434-2020-<br>0015-0006                  |  |  |  |
| ADM 1                   | 21.4e(2) | Employee Health Hazard Case Files - Records of bioassay data - laboratory results indicating no assimilation or radiation | NC1-430-76-9<br>item 4b(5)(b) | DOE 2.7  | 130  | Individual Employee Health Hazard Case File<br>(Employee Exposure Records)  | DAA-0434-2020-<br>0015-0006                  |  |  |  |
| ADM 1                   | 21.5     | Personnel Radiation Exposure Dose Records (Film Badges)   | N1-434-96-4<br>item 1         | DOE 2.7  | 120  | Personnel Radiation Exposure Film Badge<br>Records (LEGACY ONLY)  | DAA-0434-2020-<br>0015-0005                  |  |  |  |
| GRS 1                   | 26a      | Personnel Counseling Records - Counseling files   | NC1-64-77-10<br>item 27a      | GRS 2.7  | 091  | Employee Assistance Program (EAP) counseling records: Records not related to performance or conduct   | DAA-GRS-2017-<br>0010-0015                   |  |  |  |
| GRS 1                   | 29a1     | Training Records - General, in-house, excluding curriculum  | NC1-64-77-10<br>item 30b1     | GRS 2.6  | 010  | Non-mission employee training program records.  | DAA-GRS-2016-<br>0014-0001                   |  |  |  |
|                         |          |   |                               | DOE 2.6  | 010  | Individual Mission Related Employee Training<br>Records (Federal and Contractor)  | DAA-0434-2020-<br>0014-0001 (In part)        |  |  |  |
| ADM 1                   | 29b      | Training Records - Training by outside opportunities  | N1-434-98-4<br>item 29b       | DOE 2.6  | 016  | Individual Employee Administrative and Ethics<br>Training Records (Federal and Contractor)<br>(Excludes Mission Related Training) -<br>Contractor Employees | DAA-GRS-2016-<br>0019-0004-0002 (in<br>part) |  |  |  |
| ADM 1                   | 29.1a(1) | Contractor Employee Individual Training<br>Folders – on the job training checklist  | N1-434-88-1<br>item 1a        | DOE 2.6  | 016  | Individual Employee Administrative and Ethics<br>Training Records (Federal and Contractor)<br>(Excludes Mission Related Training) -<br>Contractor Employees | DAA-GRS-2016-<br>0019-0004-0002 (in<br>part) |  |  |  |
| ADM 1                   | 29.1a(2) | Contractor Employee Individual Training<br>Folders – Checklist completed for certification                                | N1-434-88-1<br>item 1b        | DOE 2.6  | 016  | Individual Employee Administrative and Ethics<br>Training Records (Federal and Contractor)<br>(Excludes Mission Related Training) -<br>Contractor Employees | DAA-GRS-2016-<br>0019-0004-0002 (in<br>part) |  |  |  |
| ADM 1                   | 29.1a(3) | Contractor Employee Individual Training<br>Folders – Documentation of qualification                                       | N1-434-88-1<br>item 1c        | DOE 2.6  | 016  | Individual Employee Administrative and Ethics<br>Training Records (Federal and Contractor)<br>(Excludes Mission Related Training) -<br>Contractor Employees | DAA-GRS-2016-<br>0019-0004-0002 (in<br>part) |  |  |  |
| ADM 1                   | 29.1a(4) | Contractor Employee Individual Training<br>Folders – Results of medical examination                                       | N1-434-88-1<br>item 1d        | DOE 2.6  | 016  | Individual Employee Administrative and Ethics<br>Training Records (Federal and Contractor)<br>(Excludes Mission Related Training) -<br>Contractor Employees | DAA-GRS-2016-<br>0019-0004-0002 (in<br>part) |  |  |  |
| ADM 1                   | 29.1b    | Contractor Employee Individual Training<br>Folders – Individual Folders   | N1-434-88-1<br>item 2         | DOE 2.6  | 016  | Individual Employee Administrative and Ethics<br>Training Records (Federal and Contractor)<br>(Excludes Mission Related Training) -<br>Contractor Employees | DAA-GRS-2016-<br>0019-0004-0002 (in<br>part) |  |  |  |
| ADM 1                   | 29.2c    | Administrative Training Records -<br>Correspondence on the establishment,<br>administration, and availability of course   | N1-434-88-1<br>item 5         | GRS 2.6  | 010  | Non-mission employee training program records.  | DAA-GRS-2016-<br>0014-0001                   |  |  |  |
| ADM 1                   | 29.2d    | Administrative Training Records - Course training aids  | N1-434-88-1<br>item 6         | GRS 2.6  | 010  | Non-mission employee training program records.  | DAA-GRS-2016-<br>0014-0001                   |  |  |  |

|          |            | Previous or Current  |                           | Note     | : if this col | New<br>umn is shaded, current schedule is still under th  | e moratorium.                         |
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| Schedule | Item       | Series Title   | Disposition<br>Authority  | Schedule | Item          | Series Title  | Disposition<br>Authority              |
|          |            |  | DOE Authority             |          |               |   | DOE Authority                         |
| ADM 1    | 31         | Personal Injury Files  | N1-434-98-4<br>item 31    | DOE 2.4  | 100           | Workers Compensation (Personal Injury Compensation) Records   | DAA-0434-2020-<br>0013-0002 (in part) |
|          |            |  |                           | DOE 2.7  | 110           | Individual Employee Occupational Injury/Illness<br>Case File  | DAA-0434-2020-<br>0015-0004 (in part) |
| GRS 1    | 33a        | Examining and Certification Records - Delegated agreements   | N1-GRS-86-1<br>item 34    | GRS 2.1  | 150           | Records of delegation of authority for examination and certification  | DAA-GRS-2014-<br>0002-0021            |
| GRS 1    | 33f        | Examining and Certification Records -  | N1-GRS-02-1               | GRS 2.1  | 050           | Job vacancy case files: Records of onetime competitive and Senior Executive Service announcements/ selections               | DAA-GRS-2017-<br>0011-0001            |
|          |            | Examination announcements  | item 33f                  | GRS 2.1  | 051           | Job vacancy case files: Records of standing register competitive files for multiple positions filled over a period of time. | DAA-GRS-2017-<br>0011-0002            |
|          |            |  |                           |          |               | Rescinded - GRS Transmittal 28  |                                       |
| GRS 2    | <b>1</b> a | Individual Employee Pay Record - Database N1-GR  |                           | NOTE:    | Will be un    | scheduled until a new item is created OR the mo   | ratorium is lifted                    |
| UN3 2    | 10         | version  | item 1a                   | DOE 2.4  | 010           | Employee Payroll Record for each Pay Period   | DAA-0434-2020-<br>0013-0001           |
| GRS 2    | 1b         | Individual Employee Pay Record - Individual Pay Record, non-electronic   | N1-GRS-92-4<br>item 1b    | DOE 2.4  | 010           | Employee Payroll Record for each Pay Period   | DAA-0434-2020-<br>0013-0001           |
| ADM 2    | 1c         | Individual Employee Pay Record - Contractor<br>Employee Pay Record, paper or microform but<br>not machine readable | N1-434-98-5<br>item 1c    | DOE 2.4  | 010           | Employee Payroll Record for each Pay Period   | DAA-0434-2020-<br>0013-0001           |
|          |            | Time and Attendance Source Records   | N1-GRS-92-4<br>item 7     | DOE 2.4  | 020           | Time and Attendance Source and Input<br>Records - Detailed records that include work<br>locations                           | DAA-GRS-2019-<br>0004-0002            |
| GRS 2    | 7          |  |                           | DOE 2.4  | 025           | Time and Attendance Source and Input<br>Records - Records that do not contain work<br>locations (Federal)                   | DAA-GRS-2019-<br>0004-0002            |
|          |            |  |                           | DOE 2.4  | 030           | Time and Attendance Source and Input<br>Records - Records that do not contain work<br>locations (Contractor)                | DAA-GRS-2019-<br>0004-0002            |
|          |            |  |                           | DOE 2.4  | 020           | Time and Attendance Source and Input<br>Records - Detailed records that include work<br>locations                           | DAA-GRS-2019-<br>0004-0002            |
| GRS 2    | 8          | Time and Attendance Input Records  | N1-GRS-92-4<br>item 8     | DOE 2.4  | 025           | Time and Attendance Source and Input<br>Records - Records that do not contain work<br>locations (Federal)                   | DAA-GRS-2019-<br>0004-0002            |
|          |            |  |                           | DOE 2.4  | 030           | Time and Attendance Source and Input<br>Records - Records that do not contain work<br>locations (Contractor)                | DAA-GRS-2019-<br>0004-0002            |
| ADM 3    | 3.1b       | Pension Case Files - Cases DOE has no continuing obligation  | N1-434-98-6<br>item 3.1b  | DOE 1.1  | 020           | Contractor Pension Case Files - No continuing obligation  | DAA-0434-2020-<br>0006-0002           |
| ADM 3    | 3.2b       | Casualty Insurance Case Files - cases for which DOE has no obligation or liability                                 | N1-434-98-6<br>item 3.2b  | DOE 1.1  | 030           | Casualty Insurance Case File - No obligation or liability   | DAA-0434-2022-<br>0006-0003           |
| ADM 4    | 7          | Records of the Transfer of Nuclear Materials for Research  | NC-326-75-1<br>item 2     |          |               |   |                                       |
| ADM 14   | 52e        | Litigation Files – other   | NC1-430-78-1<br>item 1e   |          |               |   |                                       |
| ADM 16   | 1.5b       | Administrative Management – Administrative Correspondence  | N1-434-98-19<br>item 1.5b |          |               |   |                                       |
| ADM 16   | 8b1        | Committee and Conferences – agenda, minutes, final reports and relating records documenting accomplishments        | N1-434-98-19<br>item 8b1  |          |               |   |                                       |

|          | Previous or Current |   |                          |          | e: if this col | New<br>lumn is shaded, current schedule | e is still under the moratorium. |
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| Schedule | Item                | Series Title  | Disposition<br>Authority | Schedule | Item           | Series Title                            | Disposition<br>Authority         |
|          |                     |   | DOE Authority            |          |                |   | DOE Authority                    |
| ADM 17   | 13a                 | Synoptic Meteorology Records - Wind Logs  | II-NNA-2144              |          |                |   |                                  |
| ADM 17   | 13b                 | Synoptic Meteorology Records - summary  | item a<br>II-NNA-2144    |          |                |   |                                  |
|          |                     | sheets Synoptic Meteorology Records - reports of  | item b<br>II-NNA-2144    |          |                |   |                                  |
| ADM 17   | 13c                 | synoptic wind observations  | item c                   |          |                |   |                                  |
| ADM 17   | 13d                 | Synoptic Meteorology Records - soil and air temperature logs                                    | II-NNA-2144<br>item d    |          |                |   |                                  |
| ADM 17   | 13e                 | Synoptic Meteorology Records - solar and radiation logs   | II-NNA-2144<br>item e    |          |                |   |                                  |
| ADM 17   | 13f                 | Synoptic Meteorology Records - precipitation  | II-NNA-2144              |          |                |   |                                  |
| ADM 17   | 120                 | measurements  | item f<br>II-NNA-2144    |          |                |   |                                  |
| ADM 17   | 13g                 | Synoptic Meteorology Records - pressure logs  Synoptic Meteorology Records - surface            | item g<br>II-NNA-2144    |          |                |   |                                  |
| ADM 17   | 13h                 | weather observation data  | item h                   |          |                |   |                                  |
| ADM 17   | 13i                 | Synoptic Meteorology Records - summary records  | II-NNA-2144<br>item i    |          |                |   |                                  |
| ADM 17   | 13j                 | Synoptic Meteorology Records - precipitation measurements                                       | II-NNA-2144<br>item j    |          |                |   |                                  |
| ADM 17   | 13k                 | Synoptic Meteorology Records - Recorder   | II-NNA-2144              |          |                |   |                                  |
|          |                     | Charts Synoptic Meteorology Records - Pilot Balloon   | item k<br>II-NNA-2144    |          |                |   |                                  |
| ADM 17   | 131                 | ascension reports   | item l                   |          |                |   |                                  |
| ADM 17   | 13m                 | Synoptic Meteorology Records - weather maps and charts  | II-NNA-2144<br>item m    |          |                |   |                                  |
| ADM 17   | 13n                 | Synoptic Meteorology Records - background recorder charts                                       | II-NNA-2144<br>item n    |          |                |   |                                  |
| ADM 17   | 14                  | Management of Production Records  | II-NNA-1837<br>item 1    |          |                |   |                                  |
| ADM 17   | 16a1                | Progress Reports – weekly reports –   | II-NNA-1941              |          |                |   |                                  |
|          |                     | substantive Progress Reports – weekly reports –   | item 1a<br>II-NNA-1941   |          |                |   |                                  |
| ADM 17   | 16a2                | administrative housekeeping   | item 1b                  |          |                |   |                                  |
| ADM 17   | 16a3                | Progress Reports – daily output reports   | II-NNA-1941<br>item 1c   |          |                |   |                                  |
| ADM 17   | 16b                 | Progress Reports – Administrative, progress, production and quality control reports and records | II-NNA-2838<br>item 1    |          |                |   |                                  |
| ADM 17   | 17a                 | Production Management Records - Project   | II-NNA-1941              |          |                |   |                                  |
|          |                     | History Files   | item 2<br>II-NNA-2536    |          |                |   |                                  |
| ADM 17   | 17b                 | Production Management Records - Run Books   | item 2                   |          |                |   |                                  |
| ADM 17   | 18a                 | Industrial Methods Records - Procedures   | II-NNA-2257<br>item 13   |          |                |   |                                  |
| ADM 17   | 21a                 | Reactor Operations Records - control room logs  | II-NNA-3002<br>item 1    |          |                |   |                                  |
| ADM 17   | 21b                 | Reactor Operations Records - shift supervisors' logbooks  | II-NNA-3002<br>item 2    |          |                |   |                                  |
| ADM 17   | 21c                 | Reactor Operations Records - daily operations   | II-NNA-3002              |          |                |   |                                  |
| ,        |                     | summary reports  Reactor Operations Records - reactor   | item 3                   |          |                |   |                                  |
| ADM 17   | 21d1                | temperature control records - graphite datasheets   | II-NNA-2088<br>item 2a   |          |                |   |                                  |
|          |                     | Reactor Operations Records - reactor  | NN-170-57                |          |                |   |                                  |
| ADM 17   | 21d2                | temperature control records - temperature and flow maps   | item 3                   |          |                |   |                                  |
|          |                     | Reactor Operations Records - reactor  | II NINIA 4507            |          |                |   |                                  |
| ADM 17   | 21d3                | temperature control records - temperature cards and tape recordings                             | II-NNA-1527<br>item 1    |          |                |   |                                  |
|          |                     |   | NN-170-57                |          |                |   |                                  |
| ADM 17   | 21e1                | Reactor Operations Records - source records   | item 5a                  |          |                |   |                                  |

| Previous or Current |      |  |                            | Note     | New Note: if this column is shaded, current schedule is still under the moratorium. |              |                          |  |  |
|---------------------|------|--|----------------------------|----------|---|--------------|--------------------------|--|--|
| Schedule            | Item | Series Title   | Disposition<br>Authority   | Schedule | Item  | Series Title | Disposition<br>Authority |  |  |
|                     |      |  | DOE Authority              |          |   |              | DOE Authority            |  |  |
| ADM 17              | 21e2 | Reactor Operations Records - generator sheets  | NN-170-57<br>item 5b       |          |   |              |                          |  |  |
| ADM 17              | 22a1 | Materials Processing Records - Laboratory Manuals  | II-NNA-2256 item           |          |   |              |                          |  |  |
| ADM 17              | 22a2 | Materials Processing Records - Laboratory<br>Notebooks   | II-NNA-2256 item<br>2      |          |   |              |                          |  |  |
| ADM 17              | 22f  | Process transfer records of metals, solids   | II-NNA-2258 item<br>11     |          |   |              |                          |  |  |
| ADM 17              | 24a  | Special Research and Reactor Materials<br>Allocations Files-Files of Offices                                 | II-NNA-1735 item<br>3a     |          |   |              |                          |  |  |
| ADM 17              | 24b  | Special Research and Reactor Materials<br>Allocations Files-Files of Operations Offices                      | II-NNA-1735 item<br>3b     |          |   |              |                          |  |  |
| ADM 17              | 24c  | Special Research and Reactor Materials<br>Allocations Files-Files of Requesting Agencies                     | II-NNA-1735 item<br>3c     |          |   |              |                          |  |  |
| ADM 17              | 24d  | Special Research and Reactor Materials<br>Allocations Files-Files of Approved Allocations                    | II-NNA-1735 item<br>3d     |          |   |              |                          |  |  |
| ADM 17              | 24e  | Special Research and Reactor Materials<br>Allocations Files-Essential Materials Reports                      | II-NNA-2257 item<br>9      |          |   |              |                          |  |  |
| ADM 17              | 24f  | Special Research and Reactor Materials<br>Allocations Files-Accountability Reports                           | II-NNA-2257 item<br>15     |          |   |              |                          |  |  |
| ADM 17              | 24g  | Special Research and Reactor Materials<br>Allocations Files-Essential (non-SS) Materials<br>Accountability   | II-NNA-2838 item<br>2      |          |   |              |                          |  |  |
| ADM 17              | 24h  | Special Research and Reactor Materials<br>Allocations Files-SS Material Accountability<br>and Transfer Files | N1-434-98-21<br>item 56    |          |   |              |                          |  |  |
| ADM 17              | 24i  | Special Research and Reactor Materials<br>Allocation files – Daily Line Operations Reports                   | II-NNA-962<br>item 3       |          |   |              |                          |  |  |
| ADM 17              | 24j  | Special Research and Reactor Materials<br>Allocation Files - feed and waste reports                          | II-NNA-1598 item           |          |   |              |                          |  |  |
| ADM 17              | 24k  | Special Research and Reactor Materials<br>Allocation Files - Product Withdrawal Sheets                       | NN-170-21<br>item 1        |          |   |              |                          |  |  |
| ADM 17              | 24 1 | Special Research and Reactor Materials<br>Allocations Files - SS Material Shipping Form<br>Files             | II-NN-3225<br>item 1a      |          |   |              |                          |  |  |
| ADM 17              | 2412 | Special Research and Reactor Materials<br>Allocations Files - Copies Filed in Shipping and<br>Receiving      | II-NN-3225<br>item 1b      |          |   |              |                          |  |  |
| ADM 17              | 24m1 | Special Research and Reactor Materials<br>Allocations Files-Copies Forwarded to Staff<br>Division            | II-NNA-1735 item<br>7a     |          |   |              |                          |  |  |
| ADM 17              | 30c1 | Project Planning and Design files – projects costing more than \$750,000                                     | NC1-434-78-2<br>item 1c(1) |          |   |              |                          |  |  |
| ADM 17              | 30c2 | Project Planning and Design Files – projects costing less than \$750,000                                     | NC1-434-78-2<br>item 1c(2) |          |   |              |                          |  |  |
| ADM 17              | 31a1 | Project Construction Files- for completed projects   | NC1-434-78-2<br>item 2a(1) |          |   |              |                          |  |  |
| ADM 17              | 31b1 | Project Construction Files - Unique or Special<br>Interest   | NC1-434-78-2<br>item 2b(1) |          |   |              |                          |  |  |
| ADM 17              | 31b2 | Project Construction Files – Other Projects  | NC1-434-78-2<br>item 2b(2) |          |   |              |                          |  |  |
| ADM 17              | 32a  | Quality Assurance Records – significant value – safe operations  | NC1-434-82-6<br>item 1     |          |   |              |                          |  |  |

|          | Previous or Current |  |                                  |          | New Note: if this column is shaded, current schedule is still under the morato |  |                                |  |  |
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| Schedule | Item                | Series Title   | Disposition<br>Authority         | Schedule | Item   | Series Title   | Disposition Authority          |  |  |
|          |                     |  | DOE Authority                    |          |  |  | DOE Authority                  |  |  |
| GRS 18   | 11                  | Investigative Files for fire, explosions and accidents   | GRS 18, 1960,<br>item 12         | GRS 5.6  | 100  | Accident and incident records  | DAA-GRS-2017-<br>0006-0013     |  |  |
| ADM 18   | 11.1b               | Occurrence Reporting - Records relating to occurrences – maintained by other offices   | NC-326-75-2 item<br>1b           |          |  |  | 3333 3323                      |  |  |
| ADM 18   | 11.1c               | Security, Emergency Planning and Safety<br>Records – Correspondence files for facility<br>safety program   | II-NNA-1023 item                 |          |  |  |                                |  |  |
| ADM 18   | 11.1e               | Security, Emergency Planning and Safety<br>Records – reports, statistics and<br>correspondence on traffic and property<br>damage accidents             | II-NNA-1023 item                 |          |  |  |                                |  |  |
| GRS 18   | 19a                 | Guard Service Control Files - Control center<br>key or code records, emergency call cards, and<br>building record and employee identification<br>cards | GRS 18, 1960,<br>item 20a        | GRS 5.6  | 090  | Records of routine security operations   | DAA-GRS-2017-<br>0006-0012     |  |  |
| ADM 18   | 35.1a               | Records that Demonstrate the Capability for<br>Safe Operations – Individuals   | N1-434-98-21<br>item 35.1a       | DOE 2.6  | 030  | Individual Technical Qualification Program (TQP)/electronic Technical Qualification Program (eTQP) Records | none, filing instructions only |  |  |
| ADM 18   | 35.1b               | Records that Demonstrate the Capability for Safe Operations - Items  | N1-434-98-21<br>item 35.1b       |          |  |  |                                |  |  |
| ADM 18   | 48                  | Hazardous Materials  | NC1-430-76-7<br>item 1           |          |  |  |                                |  |  |
| ADM 18   | 49                  | Requests for Materials   | II-NNA-1735<br>item 2            |          |  |  |                                |  |  |
| ADM 18   | 50b                 | Materials Allotment files  | II-NNA-1735<br>item 1b           |          |  |  |                                |  |  |
| ADM 18   | 51a                 | Materials Allotment Files – offices with authority   | II-NNA-1735<br>item 3a           |          |  |  |                                |  |  |
| ADM 18   | 51b                 | Materials Allotment Files – operations offices   | N1-434-98-21<br>item 51b         |          |  |  |                                |  |  |
| ADM 18   | 51c                 | Materials Allotment Files – area offices   | N1-434-98-21<br>item 51c         |          |  |  |                                |  |  |
| ADM 18   | 52a(1)              | Accountability Reports – June - December   | NN-166-78<br>items 1a(1) - 1a(3) |          |  |  |                                |  |  |
| ADM 18   | 52b(1)              | Accountability Reports – Materials Leasing<br>Office – June – December   | NN-166-78<br>item 1b(1)          |          |  |  |                                |  |  |
| ADM 18   | 53b                 | Reports of Apparent Losses - other   | NC-430-76-3<br>item 5b           |          |  |  |                                |  |  |
| ADM 18   | 55                  | SS Transfer Journal  | II-NNA-1735<br>item 4            |          |  |  |                                |  |  |
| ADM 18   | 56                  | SS Material Transfer Files   | N1-434-98-21<br>item 56          |          |  |  |                                |  |  |
| ADM 18   | 57a                 | SS Material Shipping Form Files- DOE Offices   | II-NN-3225<br>item 1a            |          |  |  |                                |  |  |
| ADM 18   | 57b                 | SS Material Shipping Form Files –<br>Shipping/Receiving Contractor   | II-NN-3225<br>item 1b            |          |  |  |                                |  |  |
| ENV 1    | b(2)                | Safety and Health Records - Tier Two<br>Emergency and Hazardous Chemical Inventory<br>Reports  | N1-434-98-28<br>item 1b(2)       |          |  |  |                                |  |  |
| ENV 1    | b(3)                | Safety and Health Records - Toxic Chemical<br>Release Inventory Report   | N1-434-98-28<br>item 1b(3)       |          |  |  |                                |  |  |
| ENV 1    | b(4)(b)             | Safety and Health Records - other Safety Analysis  | N1-434-98-28<br>item 1b(4b)      |          |  |  |                                |  |  |
| ENV 1    | b(5)(a)             | Safety and Health Records - Safety and Health CERCLA/RCRA Documents  | N1-434-98-28<br>item 1b(5a)      |          |  |  |                                |  |  |
| ENV 1    | b(5)(b)             | OSHA, NIOSH Records  | N1-434-98-28<br>item 1b(5)(b)    |          |  |  |                                |  |  |
| ENV 1    | d(10)(c)            | Environmental Administration Reports - compliance reports  | N1-434-98-28<br>item 1d(10)(c)   |          |  |  |                                |  |  |
| ENV 1    | d(11)               | Environmental Administration Reports -<br>Reports of Noncompliance   | N1-434-98-28<br>item 1d(11)      |          |  |  |                                |  |  |

|          |         | Previous or Current  |                               | Note     | New Note: if this column is shaded, current schedule is still under the moratorium. |              |                          |  |
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| Schedule | Item    | Series Title   | Disposition<br>Authority      | Schedule | Item  | Series Title | Disposition<br>Authority |  |
|          |         |  | DOE Authority                 |          |   |              | DOE Authority            |  |
| ENV 1    | f(1)    | Planning Records - Environmental Monitoring<br>Plan Records                      | N1-434-98-28<br>item 1f(1)    |          |   |              |                          |  |
| ENV 1    | f(3)    | Planning Records - Waste Minimization and Pollution Prevention Plan Records      | N1-434-98-28<br>item 1f(3)    |          |   |              |                          |  |
| ENV 1    | f(4)    | Planning Records - Waste Stream Identification<br>Plan Records                   | N1-434-98-28<br>item 1f(4)    |          |   |              |                          |  |
| ENV 1    | g(5)(a) | Computer Model Radiation Calculation<br>Records - methodology calculations       | N1-434-98-28<br>item 1g(5)(a) |          |   |              |                          |  |
| ENV 1    | j(2)    | Remediation Management Records -<br>Expedited Response Action                    | N1-434-98-28<br>item 1j(2)    |          |   |              |                          |  |
| ENV 2    | b(1)    | Leak Inspection Files  | N1-434-98-28<br>item 2b(1)    |          |   |              |                          |  |
| ENV 2    | b(2)    | Spill Records  | N1-434-98-28<br>item 2b(2)    |          |   |              |                          |  |
| ENV 2    | b(3)    | Polychlorinated Biphenyl Spill and Cleanup<br>Records                            | N1-434-98-28<br>item 2b(3)    |          |   |              |                          |  |
| ENV 2    | b(4)    | Spill Response and Remediation Plan Files  | N1-434-98-28<br>item 2b(4)    |          |   |              |                          |  |
| ENV 2    | b(5)    | Spill Prevention Control and Counter-<br>Measures (SPCC)                         | N1-434-98-28<br>item 2b(5)    |          |   |              |                          |  |
| ENV 2    | c(1)    | In-Use Chemical Inventory Files  | N1-434-98-28<br>item c(1)     |          |   |              |                          |  |
| ENV 2    | c(2)    | Storage Inventory Files  | N1-434-98-28<br>item 2c(2)    |          |   |              |                          |  |
| ENV 2    | c(3)    | Low-Level Radioactive and Mixed Waste<br>Inventory Files                         | N1-434-98-28<br>item 2c(3)    |          |   |              |                          |  |
| ENV 2    | c(4)    | Hazardous Waste Inventory Files  | N1-434-98-28<br>item 2c(4)    |          |   |              |                          |  |
| ENV 2    | c(5)    | Transuranic Waste Inventory Files  | N1-434-98-28<br>item 2c(5)    |          |   |              |                          |  |
| ENV 2    | d(1)    | Hazardous Substance Transfer files   | N1-434-98-28<br>item 2d(1)    |          |   |              |                          |  |
| ENV 2    | d(2)    | Low-Level Radioactive Waste Management<br>Disposal Requests and Shipment Records | N1-434-98-28<br>item d(2)     |          |   |              |                          |  |
| ENV 2    | d(4)    | Transuranic Shipment Records   | N1-434-98-28<br>item d(4)     |          |   |              |                          |  |
| ENV 2    | e(1)    | Waste Stream Identification and/or<br>Characterization Studies                   | N1-434-98-28<br>item 2e(1)    |          |   |              |                          |  |
| ENV 2    | j(1)    | Underground Storage Tank Files - subject to excavation                           | N1-434-98-28<br>item 2j(1)    |          |   |              |                          |  |
| ENV2     | j(2)    | Underground Storage Tank File s- subject to remediation                          | N1-434-98-28<br>item 2j(2)    |          |   |              |                          |  |
| ENV 3    | b(1)(d) | RCRA Part A and B Permit - Required Monitoring Data                              | N1-434-98-28<br>item 3b(1)(d) |          |   |              |                          |  |
| ENV 3    | b(3)(a) | Air Emissions Permit - supporting documentation                                  | N1-434-98-28<br>item 3b(3)(a) |          |   |              |                          |  |
| ENV 3    | С       | Permit Petitions and/or Waivers  | N1-434-98-28<br>item 3c       |          |   |              |                          |  |
| ENV 3    | e       | Pesticide/Herbicide Records  | N1-434-98-28<br>item 3d       |          |   |              |                          |  |
| ENV 4    | b(4)    | Monitoring Baseline Study Report   | N1-434-98-28<br>item 4b(4)    |          |   |              |                          |  |
| ENV 4    | b(5)    | Hazardous Air Pollutant Baseline Study<br>Records                                | N1-434-98-28<br>item 4b(5)    |          |   |              |                          |  |
| ENV 4    | b(7)    | Stratospheric Ozone Protection Records   | N1-434-98-28<br>item 4b(7)    |          |   |              |                          |  |
| ENV 4    | b(8)(a) | Criteria Pollutant Release Records   | N1-434-98-28<br>item 4b(8)(a) |          |   |              |                          |  |
| ENV 4    | b(8)(b) | Criteria Pollutant Source Inventory  | N1-434-98-28<br>item 4b(8)(b) |          |   |              |                          |  |

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| Schedule  | Item                                     | Series Title  | Disposition<br>Authority   | Schedule  | Item          | Series Title  | Disposition<br>Authority   |                            |
|           |  |   | DOE Authority              |   |               |   | DOE Authority  |                            |
|           |  |   | N1-434-98-28               |   |               |   | ,  |                            |
| ENV 4     | С  | Meteorological Monitoring Records   | item 4c                    |   |               |   |  |                            |
| ENV 6     | С  | Waste Disposal Characterization Records - supporting documentation  | N1-434-98-28<br>item 6c    |   |               |   |  |                            |
|           | ed Training                              | Course Content/Course Uploads   | DAA-0434-2015-             | GRS 2.6   | 010           | Non-mission employee training program records   | DAA-GRS-2016-<br>0014-0001   |                            |
| and Track | ing system                               |   | 0003-0002                  | Remain  | ing portion   | will crosswalk to an IT schedule which is not und published in a future DOE Transmittal   | er EPI and will be   |                            |
| _         | Contractor<br>dule 1                     | Service Record Cards  | N1-434-92-4<br>item 11     |   |               |   |  |                            |
| _         | Contractor<br>dule 1                     | Health Unit Control Files - summarized on<br>statistical report   | N1-434-92-4<br>item 17a    | DOE 2.7   | 010           | Clinic Scheduling Records   | DAA-GRS-2017-<br>0010-0001   |                            |
| -         | Contractor<br>dule 1                     | Training Records - Individual - Contract<br>employee - on-the-job training checklist<br>completed during qualification          | N1-434-92-4<br>item 24a(1) | DOE 2.6   | 016           | Individual Employee Administrative and Ethics<br>Training Records (Federal and Contractor)<br>(Excludes Mission Related Training)   | DAA-GRS-2016-<br>0014-0002 and<br>DAA-GRS-2016-<br>0014-0003   |                            |
|           |  | completed during qualification  |                            |   | Remainde      | er crosswalks to GRS 2.6, item 010 which is not un  | L  |                            |
| _         | Contractor<br>dule 1                     | Training Records - Individual - Contract<br>employee - checklists completed for<br>recertification                              | N1-434-92-4<br>item 24a(2) | DOE 2.6   | 016           | Individual Employee Administrative and Ethics<br>Training Records (Federal and Contractor)<br>(Excludes Mission Related Training)   | DAA-GRS-2016-<br>0014-0002 and<br>DAA-GRS-2016-<br>0014-0003   |                            |
|           |  | recertification   |                            |   | Part cr       | rosswalks to GRS 2.6, item 010 which is not under   | 1  |                            |
| Las Vegas | Contractor                               | Training Records - Individual - Contract employee - documentation of qualification for one-time on special tests and operations | N1-434-92-4                | DOE 2.6   | 016           | Individual Employee Administrative and Ethics<br>Training Records (Federal and Contractor)  | DAA-GRS-2016-<br>0014-0002 and   |                            |
| Sche      | dule 1                                   |   | item 24a(3)                |   | Dt            | (Excludes Mission Related Training)   | DAA-GRS-2016-  |                            |
|           |  |   |                            |   | Part cr       | osswalks to GRS 2.6, item 010 which is not under  | DAA-GRS-2016-  |                            |
| Las Vegas | Contractor                               | Training Records - Individual - Contract employee- results of medical examinations  | N1-434-92-4                | DOE 2.6   | 016           | Individual Employee Administrative and Ethics Training Records (Federal and Contractor)   | 0014-0002 and  |                            |
| _         | dule 1                                   |   | item 24a(4)                | 5622.0  | 010           | (Excludes Mission Related Training)   | DAA-GRS-2016-<br>0014-0003   |                            |
|           |  |   | ,                          | Part crosswalks to GRS 2.6, item 010 which is not under EPI |               |   |  |                            |
|           |  |   |                            |   |               | Individual Employee Administrative and Ethics   | DAA-GRS-2016-  |                            |
| Las Vegas | Contractor                               | Training Records - Individual - Contract  | N1-434-92-4                | DOE 2.6   | 016           | Training Records (Federal and Contractor)   | 0014-0002 and  |                            |
| Sche      | dule 1                                   | employee - attendance/completion records of training courses or sessions  | item 24b(1)                |   |               | (Excludes Mission Related Training)   | DAA-GRS-2016-<br>0014-0003   |                            |
|           |  | 3   |                            |   | Part cr       | rosswalks to GRS 2.6, item 010 which is not under   | EPI  |                            |
|           |  |   |                            |   |               | Individual Employee Administrative and Ethics   | DAA-GRS-2016-  |                            |
| Lac Vegas | Contractor                               | Training Records - Individual - Contract  | N1-434-92-4                | DOE 2.6   | 016           | Training Records (Federal and Contractor)   | 0014-0002 and DAA-GRS-2016-  |                            |
| -         | dule 1                                   | employee - correspondence, memoranda,   | item 24b(2)                |   |               | (Excludes Mission Related Training)   | 0014-0003  |                            |
|           |  | agreements, authorizations, reports   |                            |   | Part cr       | rosswalks to GRS 2.6, item 010 which is not under   | · EPI  |                            |
| 1         | 6  |   | N/4 / 40 - 20 -            | DOE 2.4   | 100           | Workers Compensation (Personal Injury<br>Compensation) Records  | DAA-0434-2020-<br>0013-0002 (in part)  |                            |
| _         | Contractor<br>dule 1                     | Personal Injury Files (Workers Compensation   | N1-434-92-4<br>item 26     | DOE 2.7   | 110           | Individual Employee Occupational Injury/Illness<br>Case File  | DAA-0434-2020-<br>0015-0004 (in part)  |                            |
|           |  |   |                            | DOE 2.4   | 020           | Time and Attendance Source and Input<br>Records - Detailed records that include work<br>locations   | DAA-GRS-2019-<br>0004-0002   |                            |
|           | Aill Tailings<br>al Action<br>A) Project | Subcontract Records and Files, including payroll and employee time  | N1-434-98-1<br>item 20a(1) |   | DOE 2.4       | 030   | Time and Attendance Source and Input<br>Records - Records that do not contain work<br>locations (Contractor) | DAA-GRS-2019-<br>0004-0002 |
|           |  |   |                            | -   |               | osswalks to GRS 1.1 (subcontractor procurement oll records), which are not EPI. DOE 2.4 will be procured to the procure of the procured to the procure of the procured to the |  |                            |
|           |  | <u> </u>  |                            |   |               | approves in a future Transmittal  |  |                            |

|                                | Previous or Current     |   |                            |             |                            | New Note: if this column is shaded, current schedule is still under the moratorium.  |                                       |  |  |
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| Schedule                       | Item                    | Series Title  | Disposition<br>Authority   | Schedule    | Schedule Item Series Title |  | Disposition<br>Authority              |  |  |
|                                |                         |   | DOE Authority              |             |                            |  | DOE Authority                         |  |  |
|                                |                         | Subcontract Records and Files, including payroll and employee time  |                            | DOE 2.4     | 020                        | Time and Attendance Source and Input<br>Records - Detailed records that include work<br>locations  | DAA-GRS-2019-<br>0004-0002            |  |  |
| Uranium M<br>Remedia<br>(UMTRA | . 0.                    |   | N1-434-98-1<br>item 20a(2) | DOE 2.4     | 030                        | Time and Attendance Source and Input<br>Records - Records that do not contain work<br>locations (Contractor)                             | DAA-GRS-2019-<br>0004-0002            |  |  |
|                                |                         |   |                            | -           |                            | osswalks to GRS 1.1 (subcontractor procurement<br>oll records), which are not EPI. DOE 2.4 will be p<br>approves in a future Transmittal |                                       |  |  |
| Uranium M                      | •                       | Subcontract Records and Files, including access logs, subcontractor health and safety training rosters and incident and safety reports/logs | N1-434-98-1<br>item 20b    | DOE 2.7     | 100                        | Occupational Injury and Illness Program<br>Records   | DAA-GRS-2017-<br>0010-0002 (in part)  |  |  |
| Remedia<br>(UMTRA              | al Action<br>A) Project |   |                            | DOE 2.7     | 110                        | Individual Employee Occupational Injury/Illness Case File  | DAA-0434-2020-<br>0015-0004 (in part) |  |  |
|                                |                         |   |                            | Only injury | and illness                | s records crosswalk to DOE 2.7, item 100; remain<br>DOE 2.7, item 110.   | ing crosswalk to                      |  |  |