

DEPARTMENT OF ENERGY (DOE) 2.7: Employee Health and Safety Records

DOE Records Disposition Schedules (RDS)							
New DOE 2.7				Old Authorities			
Schedule No.	Item No.	Retention	ERA Number/ Disposition Authority	Schedule No.	Item No.	Retention	Disposition Authority
Medical							
DOE 2.7	010	75 years	DAA-GRS-2017-0010-0001	ADM 1	20a	3 months	NC1-64-77-10, item 20a
				ADM 1	20b	75 years	N1-434-98-4, item 20b
				ADM 1	20.1a	3 months	N1-434-89-1, item 4c(1)
				ADM 1	20.1b	75 years	N1-434-98-4, item 20.1b
				Las Vegas Contractor Schedule 1		3 months	N1-434-92-4, item 17a
		2 years	N1-434-92-4, item 17b				
Remains under EPI Moratorium until DOE lifts the hold							
DOE 2.7	020	250 years	DAA-0434-2020-0015-0001	ADM 1	19	75 years	N1-434-98-4, item 19
				ADM 1	21b	75 years	N1-434-98-4, item 21b
				ADM 1	21.1a	75 years	N1-434-89-1, item 4a
				ADM 1	21.1b	75 years	N1-434-98-4, item 21.1b
				Uranium Mill Tailings Remedial Action (UMTRA) Project		75 years	N1-434-98-1, item 12a (in part)
						75 years	N1-434-98-1, item 12b (in part)
				GRS 2.7	060	30 years	DAA-GRS-2017-0010-0009
				GRS 2.7	061	1 year	DAA-GRS-2017-0010-0010
				GRS 2.7	062	60 years	DAA-GRS-2017-0010-0011
				GRS 2.7	070	10 years	DAA-GRS-2017-0010-0012 (in part)
See FAQ for additional notes							
DOE 2.7	030	Immediately after notification	DAA-0434-2020-0015-0002	ADM 1	21d	Immediately after notification	N1-434-01-1, item 1
DOE 2.7	040	10 years	DAA-0434-2020-0015-0003	New Item			
Occupational Health							
DOE 2.7	100	75 years	DAA-GRS-2017-0010-0002	ADM 1	34	75 years	N1-434-98-4, item 34
				Las Vegas Contractor Schedule 1		5 years	N1-434-92-4, item 27
				Uranium Mill Tailings Remedial Action (UMTRA) Project		75 years	N1-434-98-1, item 20b (in part)
DOE 2.7	110	250 years	DAA-0434-2020-0015-0004	ADM 1	31	75 years	N1-434-98-4, item 31 (in part)
				Las Vegas Contractor Schedule 1		75 years	N1-434-92-4, item 26 (in part)
				Uranium Mill Tailings Remedial Action (UMTRA) Project		75 years	N1-434-98-1, item 20b (in part)
DOE 2.7	120	100 years	DAA-0434-2020-0015-0005	ADM 1	21.5	75 years	N1-434-96-4, item 1
See FAQ for additional notes							

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Schedule No.	Item No.	Retention	ERA Number/ Disposition Authority	Schedule No.	Item No.	Retention	Disposition Authority
DOE 2.7	130	250 years	DAA-0434-2020-0015-0006	ADM 1	21.2c	75 years	NC1-430-76-9, item 5c (in part)
				ADM 1	21.4a	75 years	NC1-430-76-9, item 4b(1)
				ADM 1	21.4b	75 years	NC1-430-76-9, item 4b(2)
				ADM 1	21.4c	75 years	NC1-430-76-9, item 4b(3)
				ADM 1	21.4d	75 years	NC1-430-76-9, item 4b(4)
				ADM 1	21.4e(1)	75 years	NC1-430-76-9, item 4b(5)(a)
				ADM 1	21.4e(2)	75 years	NC1-430-76-9, item 4b(5)(b)
				Uranium Mill Tailings Remedial Action (UMTRA) Project		75 years	N1-434-98-1, item 12a (in part)
						75 years	N1-434-98-1, item 12b (in part)
See FAQ for additional notes							
DOE 2.7	140	75 years	DAA-0434-2020-0015-0007	ADM 1	21.2c	75 years	NC1-430-76-9, item 5c (in part)
				ADM 1	21.3a(3)	1 year	NC1-430-76-9, item 4a(3)
				ADM 1	21.4.1	1 year	NC1-430-76-9, item 4b(5)c
				ADM 1	22	75 years	N1-434-98-4, item 22
				Las Vegas Contractor Schedule 1		2 years	N1-434-92-4, item 18
See FAQ for additional notes							
DOE Records Disposition Schedules Cross-walked to the GRS							
GRS 2.7	090	Conditions of agreement	DAA-GRS-2017-0010-0014	Las Vegas Contractor Schedule 1		3 years	N1-434-92-4, item 21a (in part)
						3 years	N1-434-92-4, item 21b (in part)
						Obsolete/ superseded	N1-434-92-4, item 22 (in part)
GRS 2.7	091	7 years	DAA-GRS-2017-0010-0015	Las Vegas Contractor Schedule 1		3 years	N1-434-92-4, item 21a (in part)
						3 years	N1-434-92-4, item 21b (in part)
						Obsolete/ superseded	N1-434-92-4, item 22 (in part)
GRS 2.7	100	3 years	DAA-GRS-2017-0010-0016	Las Vegas Contractor Schedule 1		3 years	N1-434-92-4, item 30a
			3 years			N1-434-92-4, item 30c	
GRS 2.7	110	When separated from TDP position	DAA-GRS-2017-0010-0017	Las Vegas Contractor Schedule 1		Employee Separation	N1-434-92-4, item 30b
GRS 2.7	120	3 years	DAA-GRS-2017-0010-0018	Las Vegas Contractor Schedule 1		3 years	N1-434-92-4, item 30d(1)
						3 years	N1-434-92-4, item 30d(2)
GRS 2.7	130	3 years	DAA-GRS-2017-0010-0019	ADM 1	36e(1)	5 years	N1-434-98-4, item 36e
				Las Vegas Contractor Schedule 1		3 years	N1-434-92-4, item 30e (in part)
GRS 2.7	131	3 years	DAA-GRS-2017-0010-0020	Las Vegas Contractor Schedule 1		3 years	N1-434-92-4, item 30e (in part)

Epidemiological Moratorium

Note: GRS items listed below may have been listed in the DOE Administrative Schedules, as a DOE schedule with a GRS authority.

New GRS 2.7				Old Authorities			
Schedule No.	Item No.	Retention	ERA Number/ Disposition Authority	Schedule No.	Item No.	Retention	Disposition Authority
GRS 2.7	010	3 years	DAA-GRS-2017-0010-0001	GRS 1	20a	3 months	NC1-64-77-10, item 20a
				GRS 1	20b	2 years	NC1-64-77-10, item 20b N1-434-98-4, item 20b (ADM 1.20b) was an approved deviation from the GRS
Utilize DOE 2.7, item 010, Clinical Scheduling records (Occupational and Non-Occupational)							
GRS 2.7	020	6 years	DAA-GRS-2017-0010-0002	GRS 1	34	5 years	N1-GRS-87-6, item 35 N1-434-98-4, item 34 (ADM 1.34) was an approved deviation from the GRS
Utilize DOE 2.7, item 100, Occupational Injury and Illness program Records							
GRS 2.7	030	5 years	DAA-GRS-2017-0010-0003	New item			
GRS 2.7	040	30 years	DAA-GRS-2017-0010-0004	New item			
Utilize DOE 2.7, item 130, Individual Employee Health Hazard Case files (Employee Exposure Records)							
GRS 2.7	041	2 years	DAA-GRS-2017-0010-0005	New item			
Utilize DOE 2.7, item 130, Individual Employee Health Hazard Case files (Employee Exposure Records)							
GRS 2.7	042	40 years	DAA-GRS-2017-0010-0006	New item			
Utilize DOE 2.7, item 130, Individual Employee Health Hazard Case files (Employee Exposure Records)							
GRS 2.7	043	1 year	DAA-GRS-2017-0010-0007	New item			
Utilize DOE 2.7, item 130, Individual Employee Health Hazard Case files (Employee Exposure Records)							
GRS 2.7	050	When business use ceases DOE Business Use: 75 years	DAA-GRS-2017-0010-0008	New item			
GRS 2.7	060	30 years or with OPF	DAA-GRS-2017-0010-0009	GRS 1	21a2	75 years, 60 years, or 30 years	N1-GRS-86-4, item 21a2
Utilize DOE 2.7, item 020, Employee Medical Folder (Federal and Contractor).							
GRS 2.7	061	1 year after separation or transfer	DAA-GRS-2017-0010-0010	GRS 1	21b	1 year after separation or transfer	N1-GRS-86-4, item 21b N1-434-98-4, item 21b (ADM 1.21b) was an approved deviation from the GRS
Utilize DOE 2.7, item 020, Employee Medical Folder (Federal and Contractor)							

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General Record Schedules (GRS)							
Note: GRS items listed below may have been listed in the DOE Administrative Schedules, as a DOE schedule with a GRS authority.							
New GRS 2.7				Old Authorities			
Schedule No.	Item No.	Retention	ERA Number/ Disposition Authority	Schedule No.	Item No.	Retention	Disposition Authority
GRS 2.7	062	60 years	DAA-GRS-2017-0010-0011	GRS 1	21e	60 years	N1-GRS-86-4, item 21e
<i>Utilize DOE 2.7, item 020, Employee Medical Folder (Federal and Contractor) - Remains under EPI Moratorium until DOE lifts the hold</i>							
GRS 2.7	070	10 years	DAA-GRS-2017-0010-0012	GRS 1	19	6 years	NC1-64-77-10, item 19
<i>If occupational are maintained with non-occupational health records, utilize DOE 2.7, item 020, Employee Medical Folder (Federal and Contractor)</i>							
GRS 2.7	080	3 years	DAA-GRS-2017-0010-0013	GRS 1	26b	3 years	NC1-64-77-10, item 27b
GRS 2.7	090	When condition's met	DAA-GRS-2017-0010-0014	New item			
GRS 2.7	091	7 or 3 years	DAA-GRS-2017-0010-0015	GRS 1	26a	3 years	NC1-64-77-10, item 27a
<i>Remains under EPI Moratorium until DOE lifts the hold</i>							
GRS 2.7	100	3 years	DAA-GRS-2017-0010-0016	GRS 1	36a	3 years	N1-GRS-98-2, item 6
				GRS 1	36c	3 years	N1-GRS-90-2, item 36c
GRS 2.7	110	When separated from TDP position	DAA-GRS-2017-0010-0017	GRS 1	36b	When separated from TDP position	N1-GRS-90-2, item 36b
GRS 2.7	120	3 years	DAA-GRS-2017-0010-0018	GRS 1	36d1	3 years	N1-GRS-90-2, item 36d1
				GRS 1	36d2	3 years	N1-GRS-90-2, item 36d2
GRS 2.7	130	When employee leaves agency or 3 years	DAA-GRS-2017-0010-0019	GRS 1	36e1a	When employee leaves agency or 3 years	N1-GRS-98-1, item 36e2a
GRS 2.7	131	3 years	DAA-GRS-2017-0010-0020	GRS 1	36e2	3 years	N1-GRS-98-1, item 36e1 (in part)
Rescinded				GRS 1	21a1	--	N1-GRS-86-4, item 21a1
				GRS 1	22	2 years	NC1-64-77-10, item 22
				<i>N1-434-98-4, item 22 (ADM 1.22) was an approved deviation from the GRS</i>			