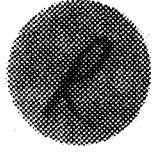


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RICHLAND OPERATIONS OFFICE

INACTIVE RECORDS--SELECTED GENERAL ELECTRIC MATERIALS

23 pg.

INTRODUCTION:  
RICHLAND OPERATIONS OFFICE  
RECORDS PRODUCED BY OPERATIONS OFFICE ORGANIZATIONS  
INACTIVE RECORDS--SELECTED GENERAL ELECTRIC MATERIALS

by Roger M. Anders

Office of Human Radiation Experiments

Deputy Assistant Secretary for Planning and Administration

Assistant Secretary for Environment, Safety and Health

March 1996

**The Department of Energy and Its Heritage:** The Department of Energy (DOE) is one of the most diverse agencies in the Federal government. It was created in 1977 from a score of organizational entities from a dozen departments and agencies. DOE encourages the development of energy technologies in several areas—solar, geothermal, fossil fuel, and nuclear. It develops technologies aimed at promoting conservation of energy resources. DOE is one of the largest Federal agency supporters of basic scientific research and manages a research complex that includes some of the nation's premier laboratories. DOE helps formulate national policies for energy use and development. Perhaps surprisingly to many, DOE also runs the nuclear weapons research, development, and production complex as well as associated dismantlement and clean up activities.

DOE's nuclear heritage comes from the World War II Manhattan Project which built the atomic bomb. The threads of DOE's involvement with nuclear issues and programs run through the following agencies: the Manhattan Engineer District (1942-1947), the Atomic Energy Commission (1947-1975), and the Energy Research and Development Administration (1975-1977). DOE not only took over functions, cultures, and traditions from these agencies, it also inherited records from them. Of these agencies, the longest lived and most controversial was the Atomic Energy Commission (AEC). The AEC also created a greater volume of records than any other DOE predecessor agency and, not surprisingly, DOE still has custody of a substantial volume of AEC records.

**The Atomic Energy Commission:** From its inception in 1947 until its abolition in 1975, the AEC carried out a Congressional mandate for a large federal role in atomic energy development. The AEC maintained programs for nuclear weapons research, development, production, and testing; production of plutonium and weapons grade uranium; milling and refining of uranium ore; biomedical research into the effects of radiation and nuclear weapons; basic nuclear research in fields such as chemistry, physics, and metallurgy; development of nuclear reactors; promotion of a civilian nuclear power industry; and conduct of international Atoms-for-Peace activities. It was unique among federal agencies in combining responsibilities to both promote and regulate a technology. It promulgated official regulations to govern the conduct of officials implementing many of these programs.

In 1947 the AEC assumed control of research and production facilities created by the Manhattan Engineer District (MED) during World War II. The facilities were scattered from coast to coast, with the primary ones being located in Oak Ridge, Tennessee; Hanford, Washington; and Los Alamos, New Mexico. The MED operated them through contracts with private universities, such as the University of California, and private companies, such as DuPont and Union Carbide. To develop the atomic bomb, the MED established a complex of production plants and laboratories in which the government owned the facilities but tapped the expertise of industry and universities through contracting out the task of operating them.

The AEC did not change the MED's system of government-owned, contractor operated (GOCO) facilities. To provide government oversight of contractor operated facilities some distance from Washington, the AEC initially created five field centers of operations and gave them broad delegations of authority. Each was to manage a different part of agency programs, and exercised broad authority within limits set by AEC Washington headquarters. Each, however, was to have unusual initiative and freedom of action as long as it operated within general policy guidelines set by Washington.

**The Richland Operations Office:** At Richland the AEC had to oversee a large plutonium production complex. Initial site construction had started in 1943 and within 2 years an enormous complex was in place. By June 1944 approximately 39,000 workers labored to complete Hanford. By war's end they had built a plutonium production facility consisting of three nuclear production reactors, three chemical separations plants, and other ancillary plants. In accordance with the MED's practice of employing private industry to construct and operate the atomic bomb development complex, E.I. DuPont de Nemours and Company constructed and operated the site.

Because this facility was so large and complex, in 1947 the AEC created a field center of operations whose sole task was to supervise the Hanford plutonium production facility. Called the Office of Hanford Directed Operations, the AEC soon changed its name to the Hanford Operations Office, and, then a decade later, to the Richland Operations Office. The office was located in Richland, Washington, a few miles from the Hanford production site. Unlike some other AEC operations offices, the Office of Hanford Directed Operations supervised activities,

virtually all of which were conducted at one site by one contractor.

By this time DuPont had ceased to be Hanford's prime contractor and General Electric had acquired the managing and operating contract and assumed responsibility for producing plutonium. As well as overseeing site plutonium production activities, the operations office had to ensure a smooth transition from DuPont to General Electric. In this period, facilities, such as the Hanford Laboratories, which conducted research on the biological effects of radioactive material, were also established at the site. One laboratory mission was the study of the effects of radioiodine, which was emitted as a waste product from the chemical separations plants.

Hanford production facilities expanded from 1947 to 1953 to meet Cold and Korean War demands for more nuclear weapons. During this period five additional production reactors were built at Hanford. Thus, the Hanford Operations Office had to oversee a large construction program while it supervised increasingly efficient plutonium production activities. By 1949 approximately 65,000 people lived in the Richland area, and most of them were employed in the plant or at the operations office. At that time the Hanford plants employed more than one-fourth of all contractor personnel engaged in operating atomic energy plants and two-thirds of all construction workers engaged in building atomic energy plants.

By the mid 1950s the operations office was overseeing the operation of eight production reactors at Hanford. The reactors were run around the clock and improvements to the three reactors built during the war allowed them to be run at higher than designed power levels. In the 1960s, one additional reactor, called the New Production Reactor, went into operation at Hanford. It was a dual purpose reactor, designed to produce plutonium and electric power. Like the other Hanford reactors, it was graphite moderated and water cooled.

By the mid 1960s the AEC had met all Department of Defense requirements for nuclear weapons production and had created a huge arsenal of nuclear weapons. Accordingly, President Lyndon B. Johnson decided to reduce nuclear materials production and presented it as a disarmament measure in his 1964 State of the Union address. As a result, over the next seven years, the AEC shut down all Hanford production reactors, save for the New Production Reactor.

At this time the Hanford area was a one industry town. Approximately 8300 people worked either in site plants or in the operations office. Virtually all were dependent directly or indirectly on plutonium production activities. The AEC, accordingly, took steps to keep the area economically viable by undertaking its Hanford diversification program, aiming to bring new industry and contractors into the area. The operations office's major task during the remainder of the decade was to oversee the Hanford diversification program for the AEC.

The AEC moved quickly to implement the diversification program. In 1964 the AEC committed to the use of multiple contractors at the site and selected Battelle Memorial Institute of Columbus, Ohio as one of the first of them. In 1965 Battelle contracted to run the Hanford Laboratories, newly designated as Pacific Northwest Laboratory. The AEC then decided to build the Fast Flux

Test Facility (FFTF), to test fuels and materials which would be used in breeder reactors, at Hanford. Construction of the FFTF began in 1970 and took twelve years to complete. The AEC also located other projects there, such as the Hanford Containment Systems Experiment, designed to investigate aspects of the safety of light water reactors.

In 1975 the AEC was abolished and the Richland Operations Office became a part of the Energy Research and Development Administration (ERDA). Under ERDA the operations office employed 303 personnel to oversee 2272 contractor employees engaged in plutonium production activities. The annual budget for this came to about \$71 million. In 1977, however, ERDA was abolished and the Richland Operations Office became a part of the Department of Energy.

In 1987, several months after the Chernobyl nuclear reactor accident, the New Production Reactor was shut down. The reactor was similar in design to the Chernobyl reactor and safety concerns led to the shutdown. Afterward, most of the site's resources were devoted to managing the environmental legacy left by decades of plutonium production. The Richland Operations Office's job was transformed from overseeing plutonium production to managing environmental clean-up and waste products. It also oversees the research, development, and commercialization of technologies for waste management, clean-up, and environmental restoration. The potential health consequences associated with the operation of the complex was a serious concern among many who live, or have lived, near the site. As a result, Hanford is currently involved in several health related studies and the operations office manages DOE's involvement with these activities.

**Richland Operations Office Inactive Records:** The operations office retains custody of records created as long ago as the World War II Manhattan Project. This means that it has custody of federal records from a number of operations offices organizations which functioned under the MED, AEC, ERDA, or DOE. Due to the AEC Hanford diversification program, it also has custody of records from several different contractor organizations, among them DuPont, General Electric, and the Hanford Environmental Health Foundation.

The operations office generally controls inactive records on the records box level. Thus, most finding aids to Richland Operations Office records consist of inventories of the contents of individual boxes of records. The inventories appear on Records Transfer Request forms which list the organization which created an individual box of records. The forms, however, do not indicate whether the boxes were parts of larger groups of records retired at the same time.

Originally many of the records about site activities were classified. The Richland Operations Office has now declassified many of its older documents in response to litigation and to meet other needs. It has placed many of these documents in its public reading room; thus much of the contents of the boxes listed on the attached Records Transfer Request forms may be available in the Richland public reading room. As soon as the documents are available, they will be linked to the Hanford Home Page at <http://www.hanford.gov/doe/reading.htm>.

**Richland Operations Office Inactive Records—Selected General Electric Materials:** The attached records box inventories list some of the oldest and most important records in the custody of the operations office. They contain documents created by General Electric in its capacity as Hanford's sole operating contractor between 1946 and 1964. Their contents capture important management and operating philosophies, policies, and practices during a crucial period in Hanford's history. The boxes and their highlights are as follows:

Box Numbers	Highlight
1. 84966-68, 84970, 85255, 85257-58, 85260	G.E. Manager's Correspondence to AEC, 1946-1967
2. 66799	Files of W.E. Johnson, G.E. Site Manager and later AEC Commissioner
3. 76560, 76562	Hanford Organization Charts and Bulletins
4. G82980, G82985, G82987, G82990-91; G83007, G84601-02	Hanford Technical Operating Manuals
5. G82707, G82673	Hanford Technical Notebooks

The box inventories may not reflect the present condition of these records.

**Arranging for Access to Richland Operations Office—Selected General Electric Materials:** Access to unclassified portions of these materials can be arranged under provisions of the Freedom of Information Act (FOIA). An FOIA request may be submitted, or additional information about the records obtained, by contacting the FOIA officer at:

Freedom of Information Act Officer, A7-75  
U.S. Department of Energy  
P.O. Box 550  
Richland, WA 99352  
Phone: 509-376-6216.

Some of the records on the attached box inventories may have previously been made available at the DOE reading room in Richland. These records may be reviewed and duplicated at the reading room. There is a fee for duplication. The reading room can be reached at:

DOE Public Reading Room  
100 Sprout Road

Richland, WA 99352  
Phone: 509-376-8583  
E-mail: [Reading\\_Room@pnl.gov](mailto:Reading_Room@pnl.gov)

**RICHLAND OPERATIONS OFFICE**

**INACTIVE RECORDS—SELECTED GENERAL ELECTRIC MATERIALS**

**BOX INVENTORIES**

RETRIEVING	ORGANIZATION Hanford Closeout Operation	DEPARTMENT AND UNIT	CUSTODIAN E. F. Hultgreen	PHONE 6-4566	2 or 2 pages	
REF. BOX NO.	DESCRIPTION OF RECORD	(3) UNCL. INFO. CODE CONF. US. SECRET	(4) (INCLUSIVE DATES) FROM                  TO	(5) CUBIC FEET	(6) DISPOSAL SCHEDULE	(7) RETENTION (YEARS)
84966	General Manager's Correspondence to AEC	Uncl.	1946                  1947	1.04	June, 1974	
84967	H                  H                  H                  H	H	1948                  1949	H	H	
84968	H                  H                  H                  H	H	1950                  1952	H	H	
84970	H                  H                  H                  H	H	1953                  1955	H	H	
85255	H                  H                  H                  H	H	1956                  1958	H	H	
85257	H                  H                  H                  H	H	1959                  1961	H	H	
85258	H                  H                  H                  H	H	1962                  1964	H	H	
85260	H                  H                  H                  H	H	1965                  1967	H	H	
<b>SHIPPED</b> <i>HL</i>						
MAY 19 1970 <i>Right back to you HL</i>						
RECORDS TRANSFER REQUEST		TRANSFER REQUESTED BY (SIGNATURE) <i>E F Hultgreen</i>		TRANSFER APPROVED	RECEIVED BY RSC <i>J. Long</i>	DATE 9-9-70

REFINER	ORGANIZATION	DEPARTMENT AND UNIT	CUSTODIAN H. C. Ennis	PHONE E-5010	PAGE		
					LOCATION (AREA, BLDG., ROOM)	DATE	1 OF 1 PAGE
		Hanford Closeout Operation	700	712 Bldg.	6/2/70		
(3) BOX NO.	(2) DESCRIPTION OF RECORD	(3) UNCL, CONFIDENTIAL, CLASSIFIED, SECRET	(4) (INCLUSIVE DATES)	(5) CUBIC FEET	(6) DISPOSAL SCHEDULE	(7) RETENTION (YEARS)	
56799 13935 39293 59289	Misc. Admin. & Acctg. Records  Historical Community Records (W. E. Johnson's Files) Fuel Element Fab. & Jacketing Code (E.A. Eschbach's box) Inventories of P & E transferred to Jun 6/67 → DESTROYED Directories	Uncl. " " "	1946 1958 3-0 1978 1/56	1958 1962 7/67 8/63	1.04 " " "	C13#11 C10#1a GE Reg. 7 yrs. C13#11	Indef. " 6/74 Indef.
SHIPPED							

RECORDS TRANSFER REQUEST

TRANSFER REQUESTED BY (SIGNATURE)

*J. Jackson*

TRANSFER APPROVED

RECEIVED BY RSC

*J. Ungerfug*

DATE

6/2/70

RECORDS ORGANIZATION		GENERAL INFORMATION		R. C. Kinnis		6-5010			
General Electric Company		Hanford Closecut Operation		LOCATION (AREA, BLDG., ROOM)		DATE		1 OF 2 PAGES	
(1) BOX NO.	(2) DESCRIPTION OF RECORD		(3) WHOL, PART, CONF. CONF. UNK, SECRET	(4) INCLUSIVE DATES		(5) CUBIC FEET	(6) DISPOSAL METHOD	(7) RETENTION YEARS	
				FROM	TO				
75465	Organization Policy, Guidance, Functional Charts		Uncl.	1956	1965	1.04	C13#11	7 yrs.	6/74
75466	OPG Work File 1.1 - 3.7.3 (Hanford Labs.) " " 3.7.4 - 6.2.2 (" ")		"	1964	"	"	" "	" "	" "
82491	" Index 1.1 thru 3.4.19 HAPO		"	1959	3/66	"	" "	" "	" "
82492	" 3.5.1 thru 5.5; 8.1 thru 10.1 HAPO		"	3/66	"	"	" "	" "	" "
83916	" Historical File IPB DESTROYED MAR 30, 1978		9/56	11/65	"	"	" "	" "	" "
85295	HAPO OPGs prior to 9/1/56; 9/1/56 to 4/1/59; 4/1/59 {Dept. OPGs-H.Labs, HUPO, IPD, CPU, FPD, BPPD, R&D, QA&AO, NRD)		"	"	"	"	" "	" "	" "
85304	HAPO OPGs - Authorizations & Historical copies		Uncl.	3/66	6/67	"	" "	" "	" "
76560	Punc. Charts; HV Office Letters; HA Bulletins etc.		"	11/49	11/61	"	" "	Indefinite	
76562	HAPO OPGs WEJ Approved drafts '56-158; HAPO OPGs 02 thru 03.8 prev. to 9/1/56 -HV Instruc. Letters		"	7/51	"	"	" "		
<i>May be of historical value</i>									
RECORDS TRANSFER REQUEST			TRANSFER REQUESTED BY (SIGNATURE)		TRANSFER APPROVED		RECEIVED BY RSC		DATE
RECORDED 7-88 BY RSC			<i>James R. Jackson</i>				<i>J. W. Murphy</i>		9/1/70

Submitting Organization  GE	Department	Custodian	Date	May records be destroyed as scheduled without further correspondence?		
	Unit	Location	Phone	<input type="checkbox"/> YES <input type="checkbox"/> NO Coordinate Disposal Approval with Other RIC Contractors? <input type="checkbox"/> YES <input type="checkbox"/> NO <small>(If yes, specify contractors)</small>		

Box No.	DESCRIPTION OF RECORD  Instruction: Type general description in capital letters and follow with detail description of contents. Also, please highlight or underline key words.	Classification (U.O.C.S.)	Inclusive Dates		Cubic Feet	Disposal Schedule	Retention (years)
			From	To			
S 82980  2811	OPERATING MANUALS	U					
	HW-14103 - Section A&B-Manual of Standard Practices P Division		06-01-49		1.00	E1406A	Until item removed from service
	HW-18700 - Redox Technical Manual		07-10-51		1.00	E1406A	"
	HW-17372 - SF Accountability Procedure Non-production Line Material Accounting		04-21-60		1.00	E1406A	"
	HW-15205 - S Division Manual of Standard Practices		11-23-49		1.00	E1406A	"
	HW-21142 - Manual for Electrical Operation of the Remote Mechanical Line		05-18-51		1.00	E1406A	"
	HW-21350 - Separations Section - Operations 241 Manual of Standard Practices		09-01-51		1.00	E1406A	"

RECORDS TRANSFER/DATA INPUT	Transfer Requested by (Signature)	Recorder Approved	Date Entry S-8 <input type="checkbox"/> S-10 <input checked="" type="checkbox"/> S-8 <input type="checkbox"/> S-11 <input checked="" type="checkbox"/>	Received by RIC	Date Received 14/73
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Siting Organization <b>GE</b>	Department	Custodian	Date	May records be destroyed as scheduled without further concurrence?		
	Unit	Location	Phone	<input type="checkbox"/> YES <input type="checkbox"/> NO		
				Coordinate Disposal Approval with Other RC Contractors? <input type="checkbox"/> YES <input type="checkbox"/> NO		

Box No.	DESCRIPTION OF RECORD Instruction: Type general description in capital letters and follow with detail description of contents. Also, please highlight or underline key words.	Classification (U,O,C,S)	Inclusive Dates		Cubic Feet	Disposal Schedule	Retention (years)
			From	To			
82985	<b>OPERATING MANUALS</b>	U	5-56		1.00	E1406A	Until item removed from service
2811	HW-33589 - Manual of Standard Practices for 202-A Building (and obsolete pages) REV	U	04-20-59		1.00	"	"
	HW-38058 400 - Manufacturing Operation--Operating Procedures-Fuels Preparation Department REV	U	04-20-59		1.00	"	"
	HW-38058 300 - Manufacturing Operation--Operating Procedures-Fuels Preparation Department REV	U	04-20-59		1.00	"	"
	HW-38058 100 - Manufacturing Operation--Operating Procedures-Fuels Preparation Department (and obsolete pages) REV	U	04-20-59		1.00	"	"
	HW-37952 - Nuclear Safety Specifications for fuel Element Manufacturing Processes	U	10-28-55		1.00	"	"
	HW-41093 - Operation & Maintenance Manual--In-Line Analytical Instruments Purex Plant	U	02-01-56		1.00	"	"
	HW-37109 - HAPO Instrument Service Manual Model V Beckman Manual	U	05-31-55		1.00	"	"
	HW-37395 PT-1 - "S" Department Operating Logs Cross Reference Index-Building 221-224	U	05-04-54		1.00	"	"
	HW-40512 - Initial Operating Procedures for 105-C Metal Examination Facility	U	12-20-55		1.00	"	"
	HW-38081 - HAPO Instrument Service Manual Toledo Scales Model 2583 105 Building-B-D-DR-F&C - 100 Area	U	07-14-55		1.00	"	"
	HW-38506 - HAPO Instrument Service Manual Beckman RXG & RXG-2	U	05-05-55		1.00	"	"
	HW-41000 - Process Equipment Standards (and obsolete pages)	U	08-15-56		1.00	"	"

RECORDS TRANSFER/DATA INPUT	Transfer Requested By (Signature)	Transfer Approved	Data Entry 5-8 <input type="checkbox"/> 5-16 <input type="checkbox"/> 5-9 <input type="checkbox"/> 5-11 <input type="checkbox"/>	Received by RRA	Date Received <i>2/7/83</i>
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Submitting Organization <b>GE</b>	Department <b>Unit</b>	Custodian	Date	May records be destroyed at scheduled without further concurrence?				
				<input type="checkbox"/> YES	<input type="checkbox"/> NO			
		Location	Phone	Coordinate Disposal Approval with Other RL Contractors? (If yes, specify contractors)				
Box No.	DESCRIPTION OF RECORD		Classification (U.O.C.S.)	Inclusive Dates		Cubic Feet	Disposal Schedule	Retention (years)
	Instruction: Type general description in capital letters and follow with detail description of contents. Also, please highlight or underline key words.			From:	To			
82985	<b>OPERATING MANUALS</b> HW-45669 - Productive Maintenance as applied to Reactor Area Facilities HW-45674 - Radiation Control Standards & Procedures (and obsolete pages)		U	09-56		1.00	E1406A	Until item removed from service

RECORDS TRANSFER/DATA INPUT	Transfer Requested By (Signature)	Transfer Approved	Data Entry \$8 <input type="checkbox"/> \$10 <input type="checkbox"/> \$9 <input type="checkbox"/> \$11 <input type="checkbox"/>	Received by RHA	Date Received
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Existing Organization  GE	Department	Custodian	Date	May records be destroyed as scheduled without further concurrence?				
	Unit	Location	Phone	Coordinate Disposal Approval with Other RC Contractors? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If yes, specify contractor)				
Box No.	DESCRIPTION OF RECORD		Classification (U,O,C,S)	Inclusive Dates		Cubic Feet	Disposal Schedule	Retention (years)
		Instruction: Type general description in capital letters and follow with detailed description of contents. Also, please highlight or underline key words.		From	To			
82987 1811	<b>OPERATING MANUALS</b> HW-52429 <sup>Rev</sup> - Calibration Tables for Purex Process Vessels (and obsolete pages) HW-51442 - Panellit Gauge Manual HW-51076 - Radiation Exposure Standards Manual HW-48407 - Radiation Work Procedures <u>Rev 1</u> (and obsolete pages) HW-48407 - Radiation Work Procedures HW-48066 <sup>Rev</sup> - Radiation Protection Practices Manual HW-46790 - Delayed Neutron Rupture Monitor for 1706 KER Recirculation Test Facility HW-46436 - Standard Practices - Radiochemical Calculation Manual HW-46104 - Manual of Standard Procedures for 100, 200, & 300 Area Survey Work HW-45674 <sup>Rev</sup> - Radiation Control Standards & Procedures (and obsolete pages) HW-58220 <sup>Rev</sup> - Operating Manual for 105-C Metal Examination Facility HW-57875 - Zone Temperature Monitor HW-57876 - Moisture Monitor HW-55496 - Maintenance Specification 190-A-1 Process Water Pumping Systems HW-54125 - Chemical Processing Department Essential Materials Manual (and obsolete pgs)		U	07-27-64		1.00	E1406A	Until item removed from service
			U	08-15-59		1.00	"	"
			U	07-15-57		1.00	"	"
			U	12-15-61		1.00	"	"
			U	04-23-57		1.00	"	"
			U	01-01-64		1.00	"	"
			U	03-29-57		1.00	"	"
			U	11-01-56		1.00	"	"
			U	12-01-49		1.00	"	"
			U	12-14-56		1.00	"	"
			U	05-16-60		1.00	"	"
			U	06-58		1.00	"	"
			U	06-58		1.00	"	"
			U	04-15-58		1.00	"	"
			U	10-01-58		1.00	"	"
RECORDS TRANSFER/DATA INPUT		Transfer Requested By (Signature)	Transfer Approved	Data Entry 58 <input type="checkbox"/> 510 <input type="checkbox"/> 59 <input type="checkbox"/> 533 <input type="checkbox"/>	Received by RMA			Date Received  4/73

Issuing Organization <b>GE</b>	Department <b>Unit</b>	Custodian <b>Location</b>	Date <b>Phase</b>	May records be destroyed as scheduled without further specification? <input type="checkbox"/> YES <input type="checkbox"/> NO <b>Coordinate Disposal Approval with Other GE Contractors?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO <small>If yes, specify contractors:</small>				
Box No.	DESCRIPTION OF RECORD		Classifi- cation (U.O.C.S.)	Inclusive Dates		Cubic feet	Disposal Schedule	Retention (years)
	Instruction:	Type general description in capital letters and follow with detail description of contents. Also, please highlight or underline key words.		From:	To			
82987	OPERATING MANUALS  HW-63368 - Analytical Technical Manual Chemical Processing Department (and obsolete pages)	U	02-01-61			1.00	E1406A	Until item removed from service
RECORDS TRANSFER/DATA INPUT		Transferred Requested by (Signature)	Transferred Approved	Data Entry S-8 <input type="checkbox"/> S-10 <input type="checkbox"/> S-9 <input type="checkbox"/> S-11 <input type="checkbox"/>		Released by RRA		Data Received

Retiring Organization		Department	Custodian	Date	May records be destroyed as scheduled without further concurrence?				
GE		Unit	Location	Phone	Coordinate Disposal Approval with Other RL Contractors? <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, specify contractors)				
Box No.	DESCRIPTION OF RECORD			Classification (U.O.C.S.)	Inclusive Dates		Cubic Feet	Disposal Schedule	Retention (years)
	Instruction: Type general description in capital letters and follow with detail description of contents. Also, please highlight or underline key words.				From:	To			
S-82990 28/1	OPERATING MANUALS			U	04-07-59		1.00	E1406A	Until item removed from service
	HW69979 - Maintenance Specification 190-C-2				09-16-59		1.00	E1406A	"
	HW62427 - KE-KER Operating Procedure Manual (And obsolete pages)				07-22-59		1.00	E1406A	"
	HW61335 - Storage Battery Maintenance				11-22-60		1.00	E1406A	"
	HW67071 - Reactor Confinement Project CGI-791, 100-S,0,F				12-21-60		1.00	E1406A	"
	HW67152 - Reactor Confinement Project CGI-791, 100-C				12-01-60		1.00	E1406A	"
	HW67416 - Reactor Confinement Project CGI-791, 100-H								
RECORDS TRANSFER/DATA INPUT		Transfer Requested By (Signature)	Transfer Approved	S-8 <input type="checkbox"/> S-10 <input type="checkbox"/> S-9 <input type="checkbox"/> S-11 <input type="checkbox"/>	Received by RISA			Date Received	

Retiring Organization	Department	Location	Date	May records be destroyed as scheduled without further concurrence?	
GE				<input type="checkbox"/> YES	<input type="checkbox"/> NO
	Unit	Location	Phone	Coordinate Disposal Approval with Other RL Contractors? <input type="checkbox"/> YES <input type="checkbox"/> NO (If yes, specify contractors)	

Box No.	Instruction: Type general description in capital letters and follow with detailed description of contents. Also, please highlight or underline key words.	Classification (U.O.C.S)	Inclusive Dates		Cubic Feet	Disposal Schedule	Retention (years)
			From	To			
G82991 2811	OPERATING MANUALS						
	HW-62779 - Reactor Tools - Prints & Specifications	U	01-15-60		1.00	E1406A	Until item removed from service
	HW-56000 - Process Guides (and obsolete pages)	U	01-20-58		1.00	"	"
	HW-59085 - Hanford Test Reactor Operating Manual (and obsolete pages)	U	02-03-59		1.00	"	"
	HW-71109 - Shielding Reference Manual Hanford Production Reactors	U	10-02-61		1.00	"	"
	HW-24403 - Hanford Works Analytical Manual for the Plutonium Separation & Metal Fabrication Processes	U	08-52		1.00	"	"
	HW-21645 - 202-S Building Manual of Standard Practices	U	09-51		1.00	"	"
	HW-22137 - Detailed Redox Operating Procedures	U	09-15-51		1.00	"	"
	HW-69000 Vol 1 - 100-N Technical Manual Summary and Process (and obsolete pages)	U	03-05-63		1.00	"	"
	HW-69941 - Coextrusion Process Specifications N-Reactor Fuels Rev 1	U	05-66		1.00	"	"
	HW-71278 - Quality Control Standards Coextrusion Process (and obsolete pages)	U	10-09-61		1.00	"	"

RECORDS TRANSFER/DATA INPUT	Transfer Requested By (Signature)	Transfer Approved	Data Entry S-6 <input type="checkbox"/> S-10 <input type="checkbox"/> S-8 <input type="checkbox"/> S-11 <input type="checkbox"/>	Received by RRA	Date Received 14/73
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Retiring Organization		Department	Kustodian	Date	May records be destroyed as scheduled without further concurrence?					
GE		UNR	Location	Phone	<input type="checkbox"/> YES <input type="checkbox"/> NO					
					Coordinate Disposal Approval with Other RL Contractors? <input type="checkbox"/> YES <input type="checkbox"/> NO (If yes, specify contractors)					
Box No.	DESCRIPTION OF RECORD			Classification (U.O.C.S.)	Inclusive Dates		Cubic Feet	Disposal Schedule	Retention (years)	
G83007 2812	Operating Manuals			U	From:	To	1.00	E1406A	Until removed from service	
	HM-73000 B - Equipment Maintenance Standards				4/63					
	HM-73000 C Equipment Maintenance Standards				4/63					
	HM-73000 D        "        "        "				"					
	HM-73000 DR        "        "        "				"					
	HM-73000 F        "        "        "				"					
	HM-73000 H        "        "        "				"					
	HM-67417 - Project CGI-791 - Reactor Confinement Operating Manual 100-DR									
	HM-67418 - Project CGI-791 - Reactor Confinement Operating Manual 100 KE/KU									

RECORDS TRANSFER/DATA INPUT

Transfer Requested By (Signature)

Transfer Approved

Data Entry  
 5.8  5-18   
 5.9  5-13

Received by RMA

Date Received

12/73

Receiving Organization GE	Department	Custodian		Date	May records be destroyed at scheduled without further correspondence?		
	Mail	Location	Phone	Coordinate Disposal Approval with Other GE Contractors? <input type="checkbox"/> YES <input type="checkbox"/> NO			

Box No.	DESCRIPTION OF RECORD  Instruction: Type general description in capital letters and follow with detail description of contents. Also, please highlight or underline key words.	Classification (U.O.C.S.)	Inclusive Dates		Cubic Feet	Disposal Schedule	Retention (years)
			From	To			
84601 2811	<b>OPERATING MANUALS</b>  HW-69941 - Coextrusion Process Specifications Rev Engineering Operation - Fuels Preparation Department (and obsolete pages)  HW-76600 - Process Standards NPR (obsolete pages in box 84602)  HW-68900 - Technical Bases for N-Reactor Process Standards  HW-74702 - Emergency Procedure Manual Irradiation Processing Department (and obsolete pages)  HW-66843 - Maintenance Specification 165-K-3  HW-79800 - Nuclear Safety Specifications Production Fuels (and obsolete pages)  HW-77016 - B-Plant-Phase I Information Manual  HW-76767 - IPO Materials Handbook Vol. I  HW-75286 - Chemical Processing Department Redox Operation - Radiation Control Manual  HW-77800 - Process Standards Hanford Test Reactor (and obsolete pages)  HW-73273 - Beryllium Control Procedures Manual (and obsolete pages)  HW-74702, Rev. 1 - Emergency Procedure Manual  RL-REA-950 - Process Standards Testing Facilities	U	06-62		1.00	E1406A	Until file removed from service
		U	03-63		1.00	"	"
		U	08-29-66		1.00	"	"
		U	08-27-62		1.00	"	"
		U	08-12-60		1.00	"	"
		U	03-64		1.00	"	"
		U	03-15-63		1.00	"	"
		U	02-04-64		1.00	"	"
		U	12-10-62		1.00	"	"
		U	12-63		1.00	"	"
		U	04-62		1.00	"	"
		U	07-20-64		1.00	"	"
		U	07-29-65		1.00	"	"

RECORDS TRANSFER/DATA INPUT	Transfer Requested By (Signature)	Transfer Approved	Data Entry 5-8 <input type="checkbox"/> 5-18 <input type="checkbox"/> 5-9 <input type="checkbox"/> 5-19 <input type="checkbox"/>	Received by DATA	Date Received 12/73
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Submitting Organization GE	Department	Contodian		Date	May records be destroyed as scheduled without further confirmation?				
	Shift	Location	Phone	Coordinate Disposal Approval with Other RL Contractors?					
				<input type="checkbox"/> YES	<input type="checkbox"/> NO				
G-84602 <del>RE 2812</del>	DESCRIPTION OF RECORD			Classification (U.O.C.S)	Inclusive Dates		Cubic Feet	Disposal Schedule	Retention (years)
	Instruction: Type general description in capital letters and follow with detailed description of contents. Also, please highlight or underline key words.				From:	To			
	OPERATING MANUALS			U	08-29-66		1.00	E1406A	Until it is removed from service
	HW-80313 - Nuclear Safety Specifications for N-Reactor Fuels Operation (and obsolete pages)			U	10-15-51		1.00	"	"
	HW-17398 - Manufacturing Department Operating Standards - Separations Section			U	03-63		1.00	"	"
	HW-76500 - Process Standards NPR (OBSOLETE)			U	08-64		1.00	"	"
	HW-76500-APP - Process Standards Appendix (and obsolete pages)			U	08-29-66		1.00	"	"
	RL-GEN-1082 - Quality Control Standards Coproduct Target (and obsolete pages)			U	03-01-65		1.00	"	"
	HW-83500 B - Methods and Time Standards			U	08-21-64		1.00	"	"
	HW-83500 C - Methods and Time Standards			U	08-21-64		1.00	"	"
	HW-83500 D - Methods and Time Standards			U	08-21-64		1.00	"	"
	HW-83500 DR - Methods and Time Standards			U	08-21-64		1.00	"	"
	HW-83500 F - Methods and Time Standards			U	08-21-64		1.00	"	"
	HW-83500 H - Methods and Time Standards			U	08-21-64		1.00	"	"
HW-83500 K - Methods and Time Standards (and obsolete pages)			U	08-21-64		1.00	"	"	
RL-REA-2177 - Engineering Specifications - Thorium Oxide Target Elements (and obsolete pages)			U	06-15-65		1.00	"	"	
RECORDS TRANSFER/DATA INPUT		Transfer Requested by Signature:	Transfer Approved		Data Entry 14 <input type="checkbox"/> 15 <input type="checkbox"/> 16 <input type="checkbox"/> 17 <input type="checkbox"/>	Received by RIA			Date Received 6/4/93

Retiring Organization  GE	Department	Custodian	Date	May records be destroyed as scheduled without further concurrence?	
	Area	Location	Phone	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Box No.	Instruction: Type general description in capital letters and follow with detail description of contents. Also, please highlight or underline key words.	Classification (U,O,C,S)	Inclusive Dates		Cubic Feet	Disposal Schedule	Retention (years)
			From:	To			
G-82707 28/2	TECHNICAL NOTEBOOKS	U	04-04-45		1.00	E1-0581	Perm Until item removed from service
	HEW-380-T ~ Counter Tests ~ Special Samples	U	04-03-45		1.00	"	"
	HEW-381-L ~ Logbook ~ "B" I Special Samples	U	05-31-45		1.00	C19-7A	"
	HEW-440-T ~ Health Instruments	U	06-14-45		1.00	"	"
	HEW-444-T ~ Technical Notebook	U	06-09-45		1.00	"	"
	HEW-442-L ~ Instrument Calibration with Intermediate Energy Bugs	U	06-09-45		1.00	"	"
	HEW-441-L ~ H. I. Dep't Logbook ~ Calibration of Intermediate Energy Bugs	U	06-09-45		1.00	"	"
	HEW-636-T ~ Technical Notebook	U	07-13-45		1.00	"	"
	HEW-382-L ~ H. I. Dep't Logbook ~ Water Samples I	U	04-05-45		1.00	E1-0581	"
	HEW-628-L ~ H. I. Dep't Logbook ~ Site Survey Perimeters	U	03-01-46		1.00	"	"
	HEW-383-T ~ Technical Notebook	U	04-04-45		1.00	C19-7A	"
	HEW-645-L ~ Wilmington Telephone Report Record Book #3 "P" Dep't Logbook	U	04-26-45		1.00	"	"
	HEW-322-L ~ Water & Waste Disposal H. I. Dep't Logbook	U	01-15-45		1.00	E1-0581	"
	HEW-333-L ~ Survey Log ~ 100-F ~ H.I. Dep't Logbook	U	03-27-45		1.00	"	"
	HEW-331-L ~ Survey Log for H.I. at 100-B	U	03-31-45		1.00	"	"
	HEW-332-L ~ H. I. Survey Log 100-D	U	04-03-45		1.00	"	"
	HEW-321-L ~ H. I. Dep't Logbook	U	02-24-45		1.00	"	"
	HEW-330-L ~ H. I. Logbook for Counting Data for Group Reporting to J.W. Morris Bldg 231	U	03-09-45		1.00	"	"

RECORDS TRANSFER/DATA INPUT	Transfer Requested By (Signature)	Transfer Approved	Data Entry SS <input type="checkbox"/> S-10 <input type="checkbox"/> SS <input type="checkbox"/> S-11 <input type="checkbox"/>	Received by RRA	Date Received 1/7/86
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Retiring Organization  GE	Department	Custodian	Date	May records be destroyed as scheduled without further concurrence?		
	Unit	Location	Phone	<input type="checkbox"/> YES <input type="checkbox"/> NO		
			Coordinate Disposal Approval with Other St. Contractors? <input type="checkbox"/> YES <input type="checkbox"/> NO			
By yes, specify contractor:						

Box No.	DESCRIPTION OF RECORD  Instruction: Type general description in capital letters and follow with detail description of contents. Also, please highlight or underline key words.	Classifi- cation (U.O.C.S)	Inclusive Dates		Cubic Feet	Disposal Schedule	Retention (years)
			From	To			
82673 281✓	TECHNICAL NOTEBOOKS  HEW-17-T - Technical Notebook (M.H. Wilkening) HEW-19-T - Technical Notebook (I.S. Bubes) HEW-35-T - Technical Notebook (H.A. Fowler) HEW-25-T - Technical Notebook (W.D. Spatz) HEW-36-T - Technical Notebook (G. Toelken) HEW-29-T - Technical Notebook (D. Hall) HEW-28-T - Technical Notebook (T.D. Jacot) HEW-20-T - Technical Notebook (W.W. Marshall) HEW-30-T - Technical Notebook (Warren Nyer) HEW-1-T - Technical Notebook (E.V. Lewis) HEW-31-T - Technical Notebook (J.H. Hall) HEW-7-T - Technical Notebook (E.B. Montgomery, G.V. Atkinson, F.G. Tabb) HEW-15-T - Technical Notebook (F.G. Laviolette) HEW-5-T - Technical Notebook (E.V. Lewis) HEW-96-L - G.M. Logbook for use of 100 Area Technical Group, Bldg. 105-D Counting Room (G.L. Weil) HEW-89-T - Technical Notebook (David G. Loomis) HEW-88-T - Technical Notebook (David G. Loomis) HEW-68-T - Technical Notebook (C.G. Lewis) HEW-12-T - Technician Notebook (W.R. Kanne) HEW-70-T - Technical Notebook (P.F.X. Dunigan)	U	07-07-44		1.00	C19.7A	perm until it removed from service
			07-11-44		1.00	"	"
			07-31-44		1.00	"	"
			07-21-44		1.00	"	"
			08-01-44		1.00	"	"
			07-24-44		1.00	"	"
			07-22-44		1.00	"	"
			07-11-44		1.00	"	"
			07-24-44		1.00	"	"
			01-21-44		1.00	"	"
			07-27-44		1.00	"	"
			02-16-44		1.00	"	"
			03-01-44		1.00	"	"
			02-12-44		1.00	"	"
			09-29-44		1.00	"	"
			09-22-44		1.00	"	"
			09-22-44		1.00	"	"
			09-02-44		1.00	"	"
			06-03-44		1.00	"	"
			09-05-44		1.00	"	"

RECORDS TRANSFER/DATA INPUT	Transfer Requested by Signature	Transfer Approved	Basis Entry S&S <input type="checkbox"/> S+H <input type="checkbox"/> S&S <input type="checkbox"/> S+H <input type="checkbox"/>	Reviewed by RRA	Date Received 12/73
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