

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO. **N1-434-91-1**

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

DATE RECEIVED
3-26-91

1. FROM (Agency or establishment)
U.S. Department of Energy

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION
Oak Ridge Operations Office

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

3. MINOR SUBDIVISION
Strategic Petroleum Project Management Office

4. NAME OF PERSON WITH WHOM TO CONFER
Dee Spillman

5. TELEPHONE EXT. **8-686-4260**


DATE
11/19/92

ARCHIVIST OF THE UNITED STATES


6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 4 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE 3/19/91	C. SIGNATURE OF AGENCY REPRESENTATIVE Clarence L. Henley 	D. TITLE Chief, Records and Reports Mgmt. Branch, Office of IRM Policy, Plans, and Oversight
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
	SEE ATTACHED For Permanent Record Disposition		

4. SPRO Environmental Permit and National Environmental
Policy Act (NEPA) Files

Description: Paper case files pertaining to environmental
permit applications, permits and related correspondence
as well as NEPA correspondence within of the Strategic
Petroleum Reserve Project Management Office (SPRPMO).

Disposition: Permanent. *Transfer to FRE 2 years after permit closes.*
Arranged: By year and file number *Transfer to NARA 25 years after closed.*

Cutoff: January 1989

Records Located: Strategic Petroleum Reserve Project Management Office
New Orleans, Louisiana

Record Dates: January 1978 - January 1989

Total Volume: 10 cubic feet

Rate of Accumulation: 1 cubic foot per year

Reference Activity: Nonactive

Restrictions: None

Condition: Good

JY
11-10-92