

NEW ITEMS IN APPROVED AND PENDING DOE ADMINISTRATIVE RECORDS SCHEDULES (AS OF JULY 1, 2000) TO WHICH THE OFFICE OF HEALTH STUDIES, EH-6, REQUESTS THE EPIDEMIOLOGICAL MORATORIUM BE EXTENDED.

Records assigned retention periods under the items listed below must be preserved under the moratorium on the destruction of health-related records. They cannot be destroyed until approval for their destruction is obtained from the Office of Health Studies.

Administrative Schedule 2: Payroll and Pay Administration Records

<u>Item</u>	<u>Series Title</u>
1c	Individual Employee Pay Record, Contractor Employee Pay Record

Administrative Schedule 16: Administrative Management Records

<u>Item</u>	<u>Series Title</u>
1.5b	Correspondence, Operational and Routine Correspondence Files
8b(1)	Committee and Conference Files, Records Created by Committees, Agenda, Minutes, Final Reports and Related Records.

Administrative Schedule 18: Security, Emergency Planning and Safety Records

<u>Item</u>	<u>Series Title</u>
35.1a	Records that Demonstrate the Capability for Safe Operations, Records of Individuals