

DATE: November 22, 2000

MEMORANDUM TO: Distribution

FROM: Susan L. Frey
Departmental Records Officer

SUBJECT: RM 01-07, Crosswalk of Epidemiological Moratorium to
Administrative Schedules

This memorandum is intended to assist you in identifying records that remain under the epidemiological moratorium. Attachment 1 is a crosswalk from the DOERS and the General Records Schedule (GRS) to the newly approved Administrative Schedules. The listing is not an extension of the moratorium to new records series, but rather an identification in the Administrative Schedules of series that were previously frozen under the DOERS and GRS.

Attachment 2 is a listing of disposition authorities which have 75-year or longer retention periods in the new Administrative Schedules. (These records series may have been scheduled previously under shorter retention periods in the GRS or site-specific schedules. If so, the moratorium still applies to the shorter retention periods.) The extended retention periods in the Administrative Schedules ensure that the records will be preserved for potential use by health researchers. Therefore, these records may be removed from the moratorium.

Numbered memorandum RM2000-09 transmitted a listing of disposition authorities from the GRS and DOERS with retention periods of 75 years or longer. These records may be removed from the moratorium as the length of retention period ensures their preservation.

Included in the same transmittal was a listing of disposition authorities from the GRS and DOERS which have been identified as not useful for epidemiology studies. These records series may be removed from the moratorium also.

All of these listings will be available in the near future under the Records Disposition Schedules (Records Moratoria) section of the DOE Records Management Website (<http://cio.doe.gov/Records/Index.htm>). Any questions regarding this transmittal may be directed to Sharon Evelin at 301-903-3455 or Roger Anders (EH-64) at 301-903-0127.

Attachments: 2

cc: Roger Anders, EH-64