

# State of Nevada Agency for Nuclear Projects

Version Date: 2/28/2014

## **2006155 Agency for Nuclear Projects Legal Files**

Reviewed: 10/11/2006

Description: This record series is used by the agency in keeping track of court cases, pending legal action, or any other legal matter relating to the functions and activities of the Agency for Nuclear Projects and the Commission on Nuclear Projects (See NRS 459.009 to 459.0098 and NAC 459.960 to 459.969). The record series may include: correspondence, copies of court documents, notes, transmittals, memos and similar types of documentation. Note: These are not Attorney General, agency legal counsel, or actual court records although to some extent, they may duplicate these records.

Retention: Retain these records for a period of twenty (20) calendar years from the close of the case.

Disposition: Permanent: Transfer to State Archives

## **2001010 DOE Files**

Reviewed: 08/15/2001

Description: This record series documents the communications and actions of the Agency for Nuclear Projects with the federal Department of Energy. The files may contain: original and copies of correspondence, requests for site visits to the Nevada Test Site, DOE bulletins and announcements, DOE technical reports and similar documents.

Retention: Retain this record series for a period of twenty-five (25) calendar years.

Disposition: Permanent: Transfer to State Archives

## **2001013 Executive Director Files**

Reviewed: 08/15/2001

Description: This record series documents the actions, decisions and program administration of the executive director of the Agency for Nuclear Projects. The files may contain: correspondence, announcements, memos, reports, goals and objectives, plans and similar records.

Retention: Retain this record series for a period of twenty-five (25) calendar years.

Disposition: Permanent: Transfer to State Archives

## **2001015 Faxes**

Reviewed: 08/15/2001

Description: This record series is used to document information faxed from the Agency. The files consist of: fax cover sheet with copies of the documents attached.

Retention: Retain for a period of one (1) calendar month.

Disposition: Destroy

## **2001014 Newspaper Clipping File: Agency for Nuclear Projects**

Reviewed: 08/15/2001

Description: This record series is used to collect information related to the functions and activities of the office. The files may include: maps, newspaper clippings, magazine articles, brochures, pamphlets, and similar material.

Retention: Retain for a period of one (1) calendar year.

Disposition: Destroy

## **2001011 NRC Files**

Reviewed: 08/15/2001

Description: This record series documents the communications and actions of the Agency for Nuclear Projects with the Federal Nuclear Regulatory Commission (NRC). The files may contain: original and copies of correspondence, bulletins and announcements, site visit reports (Yucca Mountain & the NTS), rulemaking issues, copies of minutes of meetings, technical reports & studies and similar documents.

Retention: Retain this record series for a period of twenty-five (25) calendar years.

Disposition: Permanent: Transfer to State Archives

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### **2001012 Technical Division Files**

Reviewed: 08/15/2001

Description: This record series documents the activities of the staff of the Technical Division of the Agency. The files may consist of: RFP's, contractor files, correspondence (with contractors, NRC, DOE, local governments, etc.), copies of technical reports, copies of news articles, maps, photos, drawings, blueprints, copies of minutes of meetings and similar documents.

Retention: Retain this record series for a period of twenty-five (25) calendar years.

Disposition: Permanent: Transfer to State Archives

### **2001009 Technical Reports**

Reviewed: 08/15/2001

Description: This record series documents the technical reports produced for or by the Agency for Nuclear Projects. The files consist of publications funded and supported by the Agency.

Retention: Retain for a period of twenty-five (25) calendar years.

Disposition: Permanent: Transfer to State Archives