

State of Nevada Bureau of Industrial Site Cleanup

Version Date: 10/12/2016

2016023 Administrative Order of Consent - Other Confidential Materials

Description: These records are used to monitor the environmental, safety and health oversight activities within these complexes. The record may include but is not limited to: Work Plan's; Sampling and analysis plans; These records contain confidential material and agreements. The documents may include but not limited to: Confidential Administrative Orders of Consent; Contracts and Internal Documents; Insurance Certificates; Confidential Correspondence: Agreements; Internal Confidential Files; attorney client privilege correspondence; and Trust Agreements as amended.

Retention: Retain for six (6) calendar years from the end of the calendar year in which the "Administrative Order of Consent" was closed.

Disposition: Destroy Securely

2016022 Monitoring Records

Description: These records are used to monitor the environmental, safety and health oversight activities within these complexes. The record may include but is not limited to: Work Plan's; Sampling and analysis plans; Monitoring Reports; Annual and Quarterly Reports; Data Validation Summary Reports (DVSR); Remedial Program Schedules; Soil Management Plan's (SMP); Monthly invoices from contractors; Task Orders open and closed; Records of Communication; Meeting Minutes (not pertaining to Open Meeting Law); Remedial Investigation's (RI); Feasibility Study's (FS); Remedial Alternative Study's, and Record of Decisions (ROD).

Retention: Retain for six (6) calendar years from the end of the calendar year in which the "No Further Action" letter was received.

Disposition: Permanent: Transfer to State Archives