PLAINTIFF'S
EXHIBIT
DUP-2430

S- 059 REV 7 83

RECORDS STORAGE LIST
RECORDS MANAGEMENT CENTER

RECORDS CATEGORY—SEE RECORDS RETENTION MANUAL

INJURY RECORDS - PUBLIC LIABILITY

COPY ☒ Official ☐ Extra

FUNCTIONAL CODE

PREPARED BY: DONNA TRINCIA L-1237

PHONE: 3218

RECORDS DESTRUCTION DATE (See instruction No 4): 1995

APPROVED BY DEPT RECORDS REPRESENTATIVE: IRIS FISHER

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION DIVISION - SAFETY OFFICE

DATE: 12/26/84

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	TO	DEPT IDENTIFICATION NUMBER	RECORDS MANAGEMENT CENTER—CARTON NUMBER To be completed by Records Management Center
ALBANY SHOPS		1972	1984	32959	45979
Pratt, Daniel	PL 23 NT				
BEAUMONT CONSTRUCTION					
Gipson, Herman, III	PL 95 NT				
Wallace, Lynn B.	3rd Party				
Whitmore, Jimmy Wayne	PL 90 NT				
BELLE CONSTRUCTION					
Clay, Thomas E.	PL 13 NT				
Joseph, Sr., Edward	PL 11 LWC				
Smith, Bobby Dutch	PL 14 NT				
Ware, William Edgar	PL 8 NT				
CAPE FEAR CONSTRUCTION					
Irving, E. T.	PL 36 NT				
Roberts, Richard F.	SOMEDAY				
Wilder, J. W.	PL 4-1/2 NT				
CHAMBERS WORKS CONSTRUCTION					
Adair, George T.	PI 49 FAO				
Adamson, John H.	PI 92 NT				
Andress, John R.	PI 84				
Conicelli, Frank M.	PI 83 NT				
Fermano, Alphonse	PI 91 NT				
Florich, Robert Thomas	PL 89 NT				
Graves, Jr., Joseph C.	PI 88 NT				
Jordan, Linwood J.	PL 90 NT				
McCann, Jr., Robert A.	PI 87 NT				
McDermott, Frank A.	PI 64-3/4 NT				
Pratta, James M.	PI 85 NT				
Reeder, John H.	PI 87-1/2 NT				

INSTRUCTIONS

1. List only Records with the same RECORD CATEGORY and RETENTION PERIOD
2. RECORDS CATEGORY must be exactly as stated in Records Retention Manual
3. Functional Code as stated in Records Retention Manual
4. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage
5. Send first three copies with cartons to DEPT RECORDS REPRESENTATIVE FOR APPROVAL. Retain pink copy until one white copy is returned to you with Records Management Center carton numbers
6. Dept Records Representative will forward lists to Records Management Center at least TWO DAYS before cartons
7. Call Records Management Center (774-6133) for assistance if needed
8. INDICATE L-1237 LOCATION ROOM NUMBER OF CARTONS LISTED IF RECORDS MANAGEMENT CENTER IS TO ARRANGE FOR PICK-UP.

DESTRUCTION SHEET NO

DUP 0913519

DU 030185

SS-1259 REV 8-83

RECORDS STORAGE LIST
RECORDS MANAGEMENT CENTER

RECORDS CATEGORY—SEE RECORDS RETENTION MANUAL

INJURY RECORDS - PUBLIC LIABILITY

COPY: X Official ☐ Extra — FUNCTIONAL CODE

RECORDS DESTRUCTION DATE (See instruction No. 4): 1995

PREPARED BY: DONNA TRINCIA — PHONE: L-1237 3218

APPROVED BY DEPT. RECORDS REPRESENTATIVE: IRIS FISHER

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION DIVISION - SAFETY OFFICE

DATE: 12/26/84

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	RECORDS MANAGEMENT CENTER—CARTON NUMBER (To be completed by Records Management Center)
CHAMBERS WORKS CONSTRUCTION		1972	1984	32959	45979
Sparks, James W.	PI 86 NT				
Stronski, Michael T.	PI 82-3/4				
Vukich, John J.	PI 87-1/2 NT				
CIRCLEVILLE CONSTRUCTION					
Hawks, Linda L.	PL 4 NT				
Hayward, Whaley L.	PL 3 NT				
CLEVELAND CONSTRUCTION					
Pearson, Charles	PL 1				
COOPER RIVER CONSTRUCTION					
Lambert, Silas B.	PL 44 FAO				
CORPUS CHRISTI CONSTRUCTION					
Cady, F.	PL 39-1/2 NT				
Minshew, Mark A.	PL 47 NT				
Ramirez, Ventura M.	PL 46-5/8 FAO				
Stormont, Jerry L.	PL 46-3/4 FAO				
DEER PARK CONSTRUCTION					
Freeman, Rayford	PL 19 NT				
Catarino, Garza	PL 18 NT				
DE LISLE CONSTRUCTION					
De Lisle Site File					
Jenkins, Homer Mark	4/80				
Ladner (Hoda), Sheila Ann	SOMEDAY				
Mendheim, Henry B.	PL 26-7/8 NT				

DESTRUCTION SHEET NO.

INSTRUCTIONS

1. List only Records with the same RECORD CATEGORY and RETENTION PERIOD
2. RECORDS CATEGORY must be exactly as stated in Records Retention Manual
3. Functional Code as stated in Records Retention Manual
4. RECORDS DESTRUCTION DATE must be shown before records will be accepted for storage
5. Send first three copies with cartons to DEPT. RECORDS REPRESENTATIVE FOR APPROVAL. Retain pink copy until one white copy is returned to you with Records Management Center carton numbers
6. Dept. Records Representative will forward lists to Records Management Center at least TWO DAYS before cartons.
7. Call Records Management Center (774-8133) for assistance if needed

DUP 0913520

8. INDICATE L-1237 LOCATION-ROOM NUMBER ___ OF CARTONS LISTED IF RECORDS MANAGEMENT CENTER IS TO ARRANGE FOR PICK-UP

DU 030186

GS-1 059 REV 8-83

RECORDS STORAGE LIST
RECORDS MANAGEMENT CENTER

DU PONT

PREPARED BY: DONNA TRINCIA L-1237 PHONE: 3218

APPROVED BY DEPT RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 12/26/84

RECORDS CATEGORY—SEE RECORDS RETENTION MANUAL: INJURY RECORDS - PUBLIC LIABILITY

COPY: ☐ Official ☐ Extra

FUNCTIONAL CODE: T T O

RECORDS DESTRUCTION DATE (See instruction No. 4): 1995

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION DIVISION - SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT IDENTIFICATION NUMBER	RECORDS MANAGEMENT CENTER—CARTON NUMBER To be completed by Records Management Center
DE LISLE CONSTRUCTION		1972	1984	32959	45979
Sylvester, Wilmer D.	PL 21-5/8				
EDGE MOOR CONSTRUCTION					
Padley, George H.	PL 62 LWC				
EXPERIMENTAL STATION					
Bush, Christopher David	PL 1 LWC LS				
Campbell, Scott	PL 21 NT				
Davis, Ellen	PL 15 LWC				
Di Ciasare, Gary W.	PL 20 LWC				
Franklin, Carl James, Jr.	PL 18-1/2 LWC -FAO				
Jones, Thomas	PL 14-1/2 NT				
Justice, Terry	PL 18 LWC-FAO				
Lynch, Raymond	PL 24 NT				
Masten, Howard	SOMEDAY				
Phillips, William	PL 26 NT				
Rooney, Jim M.	PL 23 LWC-FAO				
Weston, Jr., Joseph	PL 4 NT				
FLORENCE CONSTRUCTION					
Bazen, Billy V.	PL 37 NT				
Coker, James M.	PL 38 NT				
FRONT ROYAL CONSTRUCTION					
Price, Richard L.	PL 3 NT				
HOUSTON CONSTRUCTION					
Collette, Gary P.	PL 61 NT				
Page, Roy W.	PL 78 NT				

INSTRUCTIONS

1. List only Records with the same "RECORD CATEGORY" and "RETENTION PERIOD"
2. RECORDS CATEGORY must be exactly as stated in Records Retention Manual
3. Functional Code as stated in Records Retention Manual
4. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage
5. Send first three copies with cartons to DEPT. RECORDS REPRESENTATIVE FOR APPROVAL. Retain pink copy until one white copy is returned to you with Records Management Center carton numbers
6. Dept. Records Representative will forward lists to Records Management Center at least TWO DAYS before cartons
7. Call Records Management Center (774-6133) for assistance if needed
8. INDICATE L-1237 LOCATION/ROOM NUMBER _____ OF CARTONS LISTED IF RECORDS MANAGEMENT CENTER IS TO ARRANGE FOR PICK-UP

DESTRUCTION SHEET NO.

DUP 0913521

DU 030187

GS- 1059 REV 8-83

DUPONT

RECORDS STORAGE LIST
RECORDS MANAGEMENT CENTER

RECORDS CATEGORY—SEE RECORDS RETENTION MANUAL

INJURY RECORDS - PUBLIC LIABILITY

COPY: ☐ Official ☒ Extra — FUNCTIONAL CODE

PREPARED BY: DONNA TRINCIA — PHONE: L-1237 3218

APPROVED BY DEPT RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 12/26/84

RECORDS DESTRUCTION DATE (See instruction No 4): 1995

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION DIVISION - SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	RECORDS MANAGEMENT CENTER—CARTON NUMBER To be completed by Records Management Center
JOHNSONVILLE CONSTRUCTION		1972	1984	32959	45979
Johnsen, Edward	S.F. SEAN '72		..		
LOUISVILLE CONSTRUCTION					
Beard, George	FL 24 FAO		.		
Brewer, Lewis C.	SOMEDAY		..		
MAY CONSTRUCTION					
Evans, Sr., Lloyd D.	FL 27 FAO		.		
Ewing, Devan	FL 26 HT		.		
MEMPHIS CONSTRUCTION					
Cooper, James T.	FL 45 FAO		.		
Joseph, Donald Ray	ASBESTOSIS		.		
NO. JERSEY CONSTRUCTION					
Hall, Charles	ASBESTOSIS		.		
OLD HICKORY CONSTRUCTION					
Hall, Paul F.	SOMEDAY		..		
PONTCHARTRAIN CONSTRUCTION					
Fontenot, Irvin F.	FL 20 LHC		.		
Hargrave, Louis	FL 21		.		
SABINE RIVER CONSTRUCTION					
Johnson, Gerald B.	FL 153-1/2 HT		.		
Leach, Emet L.	FL 153 FAO		.		

INSTRUCTIONS.

DESTRUCTION SHEET NO

1. List only Records with the same RECORD CATEGORY and RETENTION PERIOD
2. RECORDS CATEGORY must be exactly as stated in Records Retention Manual
3. Functional Code as stated in Records Retention Manual
4. RECORDS DESTRUCTION DATE must be shown before records will be accepted for storage
5. Send first three copies with cartons to DEPT RECORDS REPRESENTATIVE FOR APPROVAL. Retain pink copy until one white copy is returned to you with Records Management Center carton numbers
6. Dept Records Representative will forward copy to Records Management Center at least TWO DAYS before cartons
7. Call Records Management Center (774-6133) for assistance if needed
8. INDICATE L-1237 LOCATION/ROOM NUMBER OF CARTONS LISTED IF RECORDS MANAGEMENT CENTER IS TO ARRANGE FOR PICK-UP.

DUP 0913522

DU 030188

GS-11059 REV 8-83

RECORDS STORAGE LIST
RECORDS MANAGEMENT CENTER

RECORDS CATEGORY—SEE RECORDS RETENTION MANUAL

INJURY RECORDS - PUBLIC LIABILITY

COPY ☒ Official ☐ Extra

FUNCTIONAL CODE [illegible]

RECORDS DESTRUCTION DATE (See instruction No 4)

1995

DEPARTMENT

ENGINEERING

DIVISION or SECTION

CONSTRUCTION DIVISION - SALES OFFICE

PREPARED BY

DONNA TRINCIA L-1237 3218

PHONE

APPROVED BY DEPT. RECORDS REPRESENTATIVE

IRIS FISHER

DATE 12/26/84

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT IDENTIFICATION NUMBER	RECORDS MANAGEMENT CENTER—CARTON NUMBER To be completed by Records Management Center
SPEDANCE CONSTRUCTION		1972	1984	32959	45979
Biro, Joseph, Jr.	FL 99 FAO		-		
Dickens, Douglas M.	FL 101-1/2 LWC		-		
Dodson, Claude James	FI 3 FAO		-		
TALLAHASSEE SHOPS					
McQuaig, J.E.	FL 5-1/2 NT		-		
VICTORIA CONSTRUCTION					
Gaddis, Frank L.	FL 102-3/4 NT		-		
Hampnord, Florence M.	FL 111 FAO		-		
Proctor, Roger D.	FL 108 NT		-		
Raynor, Robert	FL 101		-		
Robertson, J. E.	FL 119 NT		-		
WASHINGTON WORKS					
Hapney, Ray F.	NT 1980		-		
WAYNESBORO CONSTRUCTION					
Davis, Jerry Allen	FL 11-1/4 LWC-FAO		-		
WILMINGTON CONSTRUCTION					
Charlton, Alvin J.	B.F. SEAW		-		
Mahan, Robert S.	FL 64-3/4 NT		-		
McCaffery, Albert E.	FL 59 FAO		-		
Muller, Juri Linhein	FL 66 NT		-		
Veid, Richard L.	FL 57 LWC		-		

INSTRUCTIONS

1 List only Records with the same RECORD CATEGORY and RETENTION PERIOD
2 RECORDS CATEGORY must be exactly as stated in Records Retention Manual
3 Functional Code #4 stated in Records Retention Manual
4 RECORDS DESTRUCTION DATE must be shown before records will be accepted for storage
5 Send first three copies with cartons to DEPT RECORDS REPRESENTATIVE FOR APPROVAL. Retain pink copy until one white copy is returned to you with Records Management Center carton numbers
6 Dept Records Representative will forward lists to Records Management Center at least TWO DAYS before cartons
7 Call Records Management Center (774-6133) for assistance if needed

DESTRUCTION SHEET NO

DUP 0913523

8 INDICATE L-1237 LOCATION/ROOM NUMBER OF CARTONS LISTED IF RECORDS MANAGEMENT CENTER IS TO ARRANGE FOR PICK-UP

Richard L. Veid - Wilm.Area Constr. - PL #57 LWC
Ironworker - Healy-Di Sabatino
Age 41 - 2/1/78
Employee states he was on elevated steel when he noticed a smell of Cl2.; Coughing/shortness of breath

Alvin J. Charlton - Wilm. Works (B.F. Shaw) - 7/10/80
M. P. Industries
Injury - 7/10/80
Employee states he fell when duck work around which he was painting collapsed, striking ladder he was working on; injured head, back, left shoulder/arm; bruised.

Ray F. Hapney - Wash. Works - NT 1980
Ironworker - Blount Brothers
Injury - 9/19/80
Back injury while lifting large steel beam onto pull cart.; lateral disc protrosion, lumbar spine.

Paul F. Hall - Old Hickory Constr. - Someday
B. F. Shaw Co.
Born 9/20/16
Asbestosis

Charles Hull - No. Jersey ASBESTOSIS
Porter Hayden Co.
Asbestosis

Donald Ray Joseph - Memphis ASBESTOSIS
Asbestos Insulator - Young Sales & Service Co.
Born 10/21/34; Died 6/17/79
Asbestosis

Lewis C. Brewer - Louisville Someday
Process Mechanic - Du Pont
Injured 5/13/82
Employee riding bicycle intersection 2 plant roads and struck by Du Pont-owned auto; partial disabled r. leg

Edward Johnson - Johnsonville B.F. Shaw '72
Plumber - B. F. Shaw Co.
Born 11/6/28; Injury 1972 - 1976
Injury to l. lower extremity; groin as result of repetitive trauma

Howard Masten - Exp. Station Someday
Mechanic - Reliance Drilling
Deceased 1/4/82.
Heart attack

Wilmer D. Sylvester - DeLisle - PL 21 5/8
H. B. Zachry
Age 34 - Injury 7/5/78
States while carrying hand rail, experienced back pain; lumbar sackral strain.

Sheila Ann Ladner (Hoda) - DeLisle - Someday DUP 0913524
Brown & Root
Age 24 - Injured 11/17/80

...high level, breathing difficulties.

Homer Mark Jenkins - DeLisle 4/80
Brown & Root
Injury 4/16/80
States exposed to chlorine gas.

DeLisle Site File SITE FILE

George T. Adair - Chambers Works - PI 49 FAO
Pipefitter - Du Pont
Born 9/10/18
Asbestos

Richard F. Roberts - Cape Fear SOMEDAY
Ironworker - Du Pont
Age 44
Asbestos

Lynn B. Wallace - Beaumont - 3RD PARTY
Du Pont
Injured 11/20/74

DONNA:

HERE IS A LIST OF FILES IN FILE CARTON SENT TO RECORDS CTR. THAT DION'T HAVE CARDS

C

DUP 0913525

DU 030191

GS-11059 REV 1-83

DUPONT

RECORDS STORAGE LIST
RECORDS MANAGEMENT CENTER

RECORDS TITLE—SEE RECORDS CONTROL SCHEDULE

INJURY RECORDS - PUBLIC LIABILITY

COPY ☒ Official ☐ Extra

PREPARED BY	PHONE
DONNA TRINCIA L-1237	x3218

APPROVED BY DEPT. RECORDS REPRESENTATIVE
IRIS FISHER

DATE 10/11/84

RECORDS DESTRUCTION DATE (See instruction No. 3)
1995

DEPARTMENT
ENGINEERING

DIVISION or SECTION
CONSTRUCTION DIVISION - SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	RECORDS MANAGEMENT CENTER—CARTON NUMBER To be completed by Records Management Center
NEW JOHNSONVILLE CONSTRUCTION	1976	1984	32709	73227
Townsend, H. E. — FL 38 MT				
Vaughn, O. C. — FL 37 MT				
LOUISVILLE CONSTRUCTION				
Allen, Layte — FL 27 MT				
NIAGARA FALLS CONSTRUCTION				
Atkin, Robert J. — FL 9				
Fensal, Lawrence — FL 13-1/2 FAO				
Fitzgerald, Robert D. — FL 7-1/4 FAO				
Malvestudo, Victor — FL 16-1/2MT				
OLD HICKORY CONSTRUCTION				
Bishop, Wayne — FL 83 MT				
Chunn, L. J. — FL 67 MT				
Dixon, Judy W. — FL 82 MT				
Gonter, J. D. — FL 68 MT				
Karnodle, M. F. — FL 80 MT				
Neely, L. E. — FL 73 MT				
Shue, Richard — FL 81 MT				
PARLIN CONSTRUCTION				
Marlborough, George M. — FL 2				
PONTCHARTRAIN CONSTRUCTION				
Berthelot, Roger J. — FL 25 MT				
Leaycraft, Milton J. — FL 24 MT				
Malancon, Troy D. — FL 17 EMC				
Oliver, Patrick J. — FL 15 MT				

INSTRUCTIONS

1. Use only Records with the same "RECORD TITLE" and "RETENTION PERIOD"
2. RECORDS TITLE must be exactly as stated in Records Control Schedule
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage
4. Send first three copies to DEPT. RECORDS REPRESENTATIVE FOR APPROVAL. Retain pink copy until one white copy is returned to you with Records Management Center carton numbers
5. Dept. Records Representative will forward sets to Records Management Center at least TWO DAYS before cartons
6. Call Records Management Center (774-6133) for assistance if needed

All cards moved to closed box

DESTRUCTION SHEET NO

DUP 0913526

INDICATE L-1237 LOCATION ROOM NUMBER OF CARTONS LISTED IF RECORDS MANAGEMENT CENTER

DU 030192

GS-11059 REV. 1-83

DU PONT

RECORDS STORAGE LIST
RECORDS MANAGEMENT CENTER

RECORDS TITLE—SEE RECORDS CONTROL SCHEDULE

INJURY RECORDS - PUBLIC LIABILITY

COPY ☒ Official ☐ Extra

PREPARED BY: DONNA TRINCIA L-1227 PHONE: 23218

APPROVED BY DEPT. RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 10/11/84

RECORDS DESTRUCTION DATE (See instruction No. 3): 1995

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION DIVISION - SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	TO	DEPT IDENTIFICATION NUMBER	RECORDS MANAGEMENT CENTER—CARTON NUMBER To be completed by Records Management Center
PONTCHARTRAIN CONSTRUCTION		1976	1984	32709	73227
Raimonda, Raymond J.	FL 23 NT				
SABINE RIVER CONSTRUCTION					
Belcher, R. W.	FL 143 FAO				
Blanchard, N.J.	FL 161 FAO				
Breaux, Gene A.	FL 134 NT				
Church, Michael R.	FL 157 LWC				
Daniels, Elwin K.	FL 159 FAO				
Dunn, Ricky Y.	FL 156 NT				
Fowler, Lloyd T.	FL 158-1/4 NT				
Eldridge, Clark L.	FL 133 1/4				
Jeanise, Henry J.	FL 156-3/4 NT				
Lanthier, Ray T.	FL 158 NT				
Maddox, W. E.	FL 141-1/2 FAO				
Manning, Robert A.	FL 148 FAO				
Stanley, David Russell	FL 158-1/2 FAO				
Stewart, Everett	FL 150-1/2 FAO				
Terrell, Van Buren, Jr.	FL 164-NT				
SPRUANCE CONSTRUCTION					
Barnes, Joseph O.	FL 98 LWC				
Beaver, Roger C.	FL 93 NT				
Bradley, M. D.	FL 6 TAB				
Cole, Billy	FL 95-1/2 NT				
Dalton, Patricia C.	FL 90 NT				
Lloyd, Thomas Allen	FL 100 LWC				
Willetts, Judith A.	FL 90-1/2 NT				
Williams, Julia M.	FL 83-1/2				

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD"
2. RECORDS TITLE must be exactly as stated in Records Control Schedule
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage
4. Send first three copies to DEPT. RECORDS REPRESENTATIVE FOR APPROVAL. Retain pink copy until one white copy is returned to you with Records Management Center carton numbers
5. Dept. Records Representative will forward lists to Records Management Center at least TWO DAYS before cartons
6. Call Records Management Center (774-6133) for assistance if needed
7. INDICATE L-2237 LOCATION ROOM NUMBER OF CARTONS LISTED IF RECORDS MANAGEMENT CENTER

DESTRUCTION SHEET NO

DUP 0913527

DU 030193

GS-1059 REV 8-83

DUPONT

RECORDS STORAGE LIST
RECORDS MANAGEMENT CENTER

RECORDS CATEGORY—SEE RECORDS RETENTION MANUAL

INJURY RECORDS - PUBLIC LIABILITY

COPY: ☒ Official ☐ Extra — FUNCTIONAL CODE

PREPARED BY: DONNA TRINCIA L-1237 — PHONE: 3218

APPROVED BY DEPT RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 10/11/84

RECORDS DESTRUCTION DATE (See instruction No 4): 1995

DEPARTMENT: [redacted]

DIVISION or SECTION: CONSTRUCTION DIVISION - SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT IDENTIFICATION NUMBER	RECORDS MANAGEMENT CENTER—CARTON NUMBER *to be completed by Records Management Center
TALLAHASSEE SHOPS					
Walker, Vicki	FL 7 LHC MT	1976	1984	32709	73227
VICTORIA CONSTRUCTION					
Andreve, Donald	FL 110 MT		-		
Benavides, Ruben	FL 116 MT		-		
Campbell, Ricky J.	FL 104 LHC		-		
Crowell, Dempsey G.	FL #72 MT		-		
Fussell, Johnny E.	FL 118 MT		-		
Garcia, Lucio G.	FL 96-1/2 MT		-		
Guerra, Jr., Pedro	FL 102-1/2 MT		-		
Hales, Billy J.	FL 107-1/2 MT		-		
Janik, Larry W.	FL 112 MT		-		
Leal, Eloy R.	Someday		-		
Ledesma, Theodora	FL #95 MT		-		
Loest, Tommy A.	FL 109 MT LHC		-		
Resendez, Paul	FL 108-1/2 MT		-		
Rodriguez, Tommy L.	FL 97-1/2 MT		-		
Rose, Charles	FL 98 FAO		-		
WILMINGTON AREA CONSTRUCTION					
Brennan, Joseph E.	FL #58-A LHC		-		
Daley, Charles J.	FL #58-B LHC		-		
Jones, Howard S.	FL #58-C LHC		-		
Ottenthal, Richard	FL 65 LHC		-		
Raber, Ben	FL #43		-		

INSTRUCTIONS

1 List only Records with the same RECORD CATEGORY and RETENTION PERIOD

2 RECORDS CATEGORY must be exactly as stated in Records Retention Manual

3 Functional Code as stated in Records Retention Manual

4 RECORDS DESTRUCTION DATE must be shown before records will be accepted for storage

5 Send first three copies with cartons to DEPT RECORDS REPRESENTATIVE FOR APPROVAL. Retain pink copy until one white copy is returned to you with Records Management Center carton numbers

6 Dept Records Representative will forward lists to Records Management Center at least TWO DAYS before cartons

7 Call Records Management Center (774-6133) for assistance if needed

8 INDICATE L-1237 LOCATION/ROOM NUMBER IS TO ARRANGE FOR PICK-UP OF CARTONS LISTED IF RECORDS MANAGEMENT CENTER

DESTRUCTION SHEET NO

DUP 0913528

DU 030194

3S-1059 REV 8-83

RECORDS STORAGE LIST
RECORDS MANAGEMENT CENTER

RECORDS CATEGORY—SEE RECORDS RETENTION MANUAL

INJURY RECORDS - PUBLIC LIABILITY

COPY: [X] Official [ ] Extra

FUNCTIONAL CODE

PREPARED BY: DONNA TRINCIA L-1237 PHONE: x3218

APPROVED BY DEPT. RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 10/10/84

RECORDS DESTRUCTION DATE (See instruction No. 4): 1995

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION DIVISION - SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT IDENTIFICATION NUMBER	RECORDS MANAGEMENT CENTER—CARTON NUMBER (To be completed by Records Management Center)
ALBANY SHOPS		1976	1984	32688	70164
Christmas, Franklin E.	Someday				
BEAUMONT CONSTRUCTION					
Barrera, Jose L.	PL 65 NT				
Crosby, Johnny B.	PL 89-1/4 FAQ				
Dukes, Carmon G., II	PL 92 NT				
Foster, Carolyn K.	PL 93-1/2 FAQ				
Gerard, Nelson	PL 88 LHC NT				
Guarnere, Joe	PL 91-3/4 NT				
Hale, Sr., Lee Roy	PL 87-3/4 NT				
Harrington, Chester L.	PL 60-1/2 FAO				
La Blanc, Creighton P.	PL 87-1/2 NT				
Magee, Gerald Louis	PL 94 TAB				
Mc Guire, Harold G.	PL 91 NT				
Mowell, Sidney E.	PL 93 NT				
Risinger, Louis Troy	PL 85-1/2 FAO				
Rmb, Russell E.	PL 89-1/2 FAO				
Springfield, Harold V.	PL 61-3/4 NT				
Spoonemore, Rodney	PL 89 NT				
BREVARD CONSTRUCTION					
Childers, Larry K.	PL 26 NT				
Childress, Gary	PL-27 FAO				
Clyde (illegible) Ruff	PL 24-1/2 NT				
CAPE FEAR CONSTRUCTION					
Clark, Walter W.	PL 39 FAO				
Hill, Arthur L.	PL 6-1/2 NT				
Ottaway, Ricky N.	PL 38 FAO				
Simmons, Jerry Wayne	PL 36-1/2 NT				
Ward, David N.	PL 38-1/2 FAO				

Records moved to closed area

INSTRUCTIONS

1. List only Records with the same RECORD CATEGORY and RETENTION PERIOD.
2. RECORDS CATEGORY must be exactly as stated in Records Retention Manual.
3. Functional Code as stated in Records Retention Manual.
4. RECORDS DESTRUCTION DATE must be shown before records will be accepted for storage.
5. Send first three copies with cartons to DEPT. RECORDS REPRESENTATIVE FOR APPROVAL. Retain pink copy until one white copy is returned to you with Records Management Center carton numbers.
6. Dept. Records Representative will forward lists to Records Management Center at least TWO DAYS before cartons.
7. Call Records Management Center (774-6133) for assistance if needed.
8. INDICATE L-1237- LOCATION/ROOM NUMBER TO ARRANGE FOR PICK-UP

DESTRUCTION SHEET NO.

OF CARTONS LISTED IF RECORDS MANAGEMENT CENTER

DUP 0913529

DU 030195

DS-1059 REV 8-83

RECORDS STORAGE LIST
RECORDS MANAGEMENT CENTER

RECORDS CATEGORY—SEE RECORDS RETENTION MANUAL

INJURY RECORDS - PUBLIC LIABILITY

COPY ☒ Official ☐ Extra — FUNCTIONAL CODE

PREPARED BY: DONNA TRINCIA L-1237 — PHONE: x3218

APPROVED BY DEPT RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 10/10/84

RECORDS DESTRUCTION DATE (See instruction No. 4): 1995

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION DIVISION - SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT IDENTIFICATION NUMBER	RECORDS MANAGEMENT CENTER—CARTON NUMBER To be completed by Records Management Center
CHAMBERS WORKS CONSTRUCTION		1976	1984	32688	70164
Cameron, Billy R.			-		
CLEVELAND CONSTRUCTION					
Strait, Charles W.					
COOPER RIVER CONSTRUCTION					
Nelson, William J.	FL 46 NT		-		
CORPUS CHRISTI CONSTRUCTION					
Arellano, Arturo	FL 41 LWC		-		
Flores, Gilbert	FL 44 NT		-		
Gonsales, Luis I.	FL 46 FAO		-		
Mireles, Domingo	FL 49 NT		-		
Rodriguez, A. L.	FL 45		-		
DE LISLE CONSTRUCTION					
Dyer, Curtis P.	FL 12 LWC		-		
Moran, Donald	FL 15 1/2		-		
Nicholas, Paul A.	FL 32 NT		-		
EXPERIMENTAL STATION					
Bennett, Eugene	FL 4-1/2 LWC FAO		-		
Bonkowski, John J.	FL 5 NT		-		
Caplinger, Donald L.	FL 27 LWC-FAO		-		
Curcio, Jr., Joseph W.	FL 8 NT		-		
Fountain, Charles S.	FL 11 LWC-FAO		-		
Green, Dewitt	FL 2.5 NT		-		
Harkleroad, William	FL 11-1/2 LWC FAO		-		

INSTRUCTIONS

1 List only Records with the same RECORD CATEGORY and RETENTION PERIOD
2 RECORDS CATEGORY must be exactly as stated in Records Retention Manual
3 Functional Code as stated in Records Retention Manual
4 RECORDS DESTRUCTION DATE must be shown before records will be accepted for storage
5 Send two typed copies with cartons to DEPT RECORDS REPRESENTATIVE FOR APPROVAL. Retain pink copy until one white copy is returned to you with Records Management Center carton numbers
6 Dept Records Representative will forward ...ds to Records Management Center at least TWO DAYS before cartons
7 Call Records Management Center (774-6133) for assistance if needed

DESTRUCTION SHEET NO

DUP 0913530

8 INDICATE L-1237 LOCATION ROOM NUMBER OF CARTONS LISTED IF RECORDS MANAGEMENT CENTER IS TO ARRANGE FOR PICK-UP.

DU 030196

GS- 1059 REV 8-83

RECORDS STORAGE LIST
RECORDS MANAGEMENT CENTER

RECORDS CATEGORY—SEE RECORDS RETENTION MANUAL

INJURY RECORDS - PUBLIC LIABILITY

COPY ☒ Official ☐ Extra — FUNCTIONAL CODE

PREPARED BY: Donna Trincia - L-1237 — PHONE: x 3218

APPROVED BY DEPT. RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 10/10/84

RECORDS DESTRUCTION DATE (See instruction No. 4): 1995

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION DIVISION - SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	RECORDS MANAGEMENT CENTER—CARTON NUMBER To be completed by Records Management Center
EXPERIMENTAL STATION		1976	1984	32688	70164
Kays, Stephen L.	PL 6 NT		-		
Langham, Ross C.	PL 10-1/2 LWC		-		
	FAO		-		
Quesenberry, Douglas	PL 10 LWC-FAO		-		
Sardo, Joseph A.	PL 22 LWC-FAO		-		
Waters, Timothy F.	PL 2 LWC-FAO		-		
FLORENCE CONSTRUCTION					
Hooks, Hubert W.	PL 32 LWC		-		
Lawrence, Lloyd L.	PL 35 LWC		-		
Lindsay, Horace M.	PL 31-1/2 FAO		-		
Moultrie, William	PL 33 NT		-		
Stroud, Donald W.	PL 34 NT		-		
Vargo, Michael S.	PL 36 FAO		-		
FRONT ROYAL CONSTRUCTION					
Lam, Donald Ray	PL 7 FAO		-		
Ricklefs, Herman A.	PL 5 NT		-		
GRASSELLI CONSTRUCTION					
Orrigo	Someday		-		
LA PORTE/DEER PARK					
Cook, Trena D.	PL 79 NT		-		
Furrh, Timothy W.	PL 80 FAO		-		
HOUSTON CONSTRUCTION					
Guerra, Trinidad M.	PL 36 TM		-		
Maxfield, William A.	PL 60 #1		-		
Scott, Leola M.	PL 77 FAO		-		

INSTRUCTIONS

1 List only Records with the same RECORD CATEGORY and RETENTION PERIOD

2 RECORDS CATEGORY must be exactly as stated in Records Retention Manual

3 Functional Code as stated in Records Retention Manual

4 RECORDS DESTRUCTION DATE must be shown before records will be accepted for storage

5 Send first three copies with cartons to DEPT. RECORDS REPRESENTATIVE FOR APPROVAL. Retain pink copy until one white copy is returned to you with Records Management Center carton numbers

6 Dept. Records Representative will forward lists to Records Management Center at least TWO DAYS before cartons

7 Call Records Management Center (774-6133) for assistance if needed

8 INDICATE L-1237 LOCATION ROOM NUMBER IS TO ARRANGE FOR PICK-UP OF CARTONS LISTED IF RECORDS MANAGEMENT CENTER

DESTRUCTION SHEET NO

DUP 0913531

DU 030197

35-11568 REV 8 83

DUPONT

RECORDS STORAGE LIST
RECORDS MANAGEMENT CENTER

RECORDS CATEGORY—SEE RECORDS RETENTION MANUAL

INJURY RECORDS - PUBLIC LIABILITY

COPY ☐ Official ☐ Extra

FUNCTIONAL CODE

PREPARED BY: Donna Trincia L-1237 PHONE: x 3218

APPROVED BY DEPT RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 10/10/84

RECORDS DESTRUCTION DATE (See instruction No. 4): 1985

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION DIVISION - SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT IDENTIFICATION NUMBER	RECORDS MANAGEMENT CENTER—CARTON NUMBER To be completed by Records Management Center
LOUISVILLE CONSTRUCTION		1976	1984	32688	70164
Betts, Travis	FL 31 NT				
Frantz, James E.	FL 29 LWC				
MAY PLANT					
Barrineau, Eddie M.	FL 36 NT				
Dallas, Russell A.	FL 37				
Gainey, Jackson B.	FL 36-3/8 FAO				
Rowell, William G.	FL 42 NT				
Smith, Randle L.	FL 43 LWC				
MEMPHIS CONSTRUCTION					
Collier, Roy T.	FL 44 Tab				
Kennedy, E. L.	Someday				
Mincey, H. M.	FL 43 FAO				
NIAGARA FALLS CONSTRUCTION					
McDonald, John A.	FL 17 LWC				
Pirinelli, Robert	FL 15 NT				
Ryan, John M.	FL 15-1/2 NT				
OLD HICKORY CONSTRUCTION					
Williams, Terry	FL 84 NT				

INSTRUCTIONS

1. List only Records with the same RECORD CATEGORY and RETENTION PERIOD
2. RECORDS CATEGORY must be exactly as stated in Records Retention Manual
3. Functional Code as stated in Records Retention Manual
4. RECORDS DESTRUCTION DATE must be shown before records will be accepted for storage.
5. Send first three copies with cartons to DEPT RECORDS REPRESENTATIVE FOR APPROVAL. Retain pink copy until one white copy is returned to you with Records Management Center carton numbers
6. Dept. Records Representative will forward sets to Records Management Center at least TWO DAYS before cartons
7. Call Records Management Center (774-6133) for assistance if needed
8. INDICATE L-1237 LOCATION ROOM NUMBER _____ OF CARTONS LISTED IF RECORDS MANAGEMENT CENTER IS TO ARRANGE FOR PICK-UP.

DESTRUCTION SHEET NO

DUP 0913532

DU 030198

S 11069 REV 4-80

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY
DONNA TRIECTA L-1237
APPROVED BY DEPT. RECORDS REPRESENTATIVE

DATE 5/15/84

RECORDS TITLE - SEE RECORDS CONTROL SCHEDULE
INJURY RECORDS - PUBLIC LIABILITY
COPY ☐ Official ☒ Extra
RECORDS DESTRUCTION DATE (See instruction No. 3)
1989
DEPARTMENT
[redacted]
DIVISION OR SECTION
[redacted]

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	CARTON NUMBER To be completed by Hall of Records
NIAGARA FALLS -	INJURY FILES A TO Z	1974	1983	31543	
NIAGARA FALLS -	OSHA REPORTS KEMPER INFO.				
TALLAHASSEE -	INJURY FILES A TO Z	1977	1983	32176	

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. RECORDS TITLE must be exactly as stated in Records Control Schedule.
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
4. Send first three copies to DEPT. RECORDS REPRESENTATIVE. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
5. Dept. Records Representative will forward lists to Hall of Records at least TWO DAYS before cartons.
6. Call Hall of Records (774-6133) for assistance if needed.
7. INDICATE _____ OF CARTONS LISTED IF HALL OF RECORDS
LOCATION/ROOM NUMBER
IS TO ARRANGE FOR PICK-UP

DESTRUCTION SHEET NO.

DUP 0913533

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL ROTH IC 13

APPROVED BY DEPT. RECORDS REPRESENTATIVE: ERIC FISHER

DATE 6/17/83

RECORDS TITLE - SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS - MAJOR/SUBMAJOR SEAFORD CONSTRUCTION - WORKING FILES

COPY ☐ Office ☐ Extra

RECORDS DESTRUCTION DATE (See Instruction No. 3): 1988

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
SEAFORD CONSTRUCTION - 1972-1982	1972	1982	29197	
WORKING FILES - DU PONT & CPPC.				
FL FILES				
OSHA 200 FORMS				
SOMEDAY FILES				
DOCTOR REFERRALS				
MEDICAL BILLS				

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. RECORDS TITLE must be exactly as stated in Records Control Schedule
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
6. Call Hall of Records (774-8133) for assistance if needed

7. INDICATE I-1237 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DUP 0913534

DESTRUCTION SHEET NO. 1

GS 1 059 7 79

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL ROTH IC 13

APPROVED BY DEPT RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 3/19/82

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS – MAJOR/SUBMAJOR

COPY: ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3)

DEPARTMENT: 1992

DIVISION or SECTION: [illegible]

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
SEAFORD CONSTRUCTION – 1975 – 1980	1973	1981	28905	
Barnett, R.G. PL 16 FAO				
Bowers, Robert PL 12-1/2 FAO				
Cole, Alto PL 17-1/2				
Ellis, Norman W. PL 19-1/2 FAO				
Fears, Clarence, E. PL 9-3/4 NT				
Lacatos, Floyd E. PL 17 NT				
SENECA CONSTRUCTION – 1975-1977				
Krull, R.G. PL 14 NT				
Hopner, Paul W. PL 12 TM				
McDermott, Alexander PL 10 TM				
Nagle, Joseph C. PL 13 FAO				
SPRUANCE CONSTRUCTION – 1973-1980				
Acton, Mark Edward PL 86				
Anders, Eddie E. PL 84				
Champion, Claude, L. PL 18-1/2 FAO				
Chavis, Daniel PL 87				
Doyle, James F. PL 78-1/4 NT				
Robert C. Gilbert PL 91 LNC				
Hughes, John J. PL 85				
Jones, Brian Henry PL 2				
Koopman, Frederick W. PL 79 ENC				
McCall Arthur J. PL 80 NT				
McMeanna, Earl W. PL 10 NT				
Mackey, Howard E., Sr. PL 78-1/2 NT				
Morano, John H. PL 78-1/4 NT				
Morgan, Robert Sam PL 82 LNC				
Ray Pharos PL 89 ENC				
Pugh, Robert E. PL 77 NT				
Sears, Floyd M PL 4 NT				
Underwood, Robert L. PL 78 NT				
TALLAHASSEE SHOPS CONSTRUCTION – 1976-1981				
Jones, Larry K. PL 3 FAO				
Lipscomb, Kent PL 5 NT				

Cont'd

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. RECORDS TITLE must be exactly as stated in Records Control Schedule
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons
6. Call Hall of Records (774-6133) for assistance if needed.
7. INDICATE [illegible]TION/ROOM NUMBER OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DESTRUCTION SHEET NO. 1

DUP 0913535

DU 030201

GS 11059 7 79

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: [illegible] IC 13

APPROVED BY DEPT RECORDS REPRESENTATIVE: [illegible]

DATE: 3/18/82

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS – MAJOR/SUBMAJOR

COPY: ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3)

DEPARTMENT: 1992

DIVISION or SECTION: [illegible]

CONSTRUCTION SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
TALLAHASSEE SHOPS – 1976-1981 Cont'd		1973	1981	28905	
Face, Dennis	PL 2 HT				
Stringer, Julian Wade	PL 4 FAO				
Young, Melvin	PL 1 HT				
VICTORIA CONSTRUCTION 1974-1981					
Alvarez, Onesimo G.	PL 55-3/16 FAO				
Arrendondo, Jessie, Jr.	PL 87 HT				
Eady, Henry G.	PL 45 TM				
Elizalde, David C.	PL 90-1/2 FAO				
Elizalde, David C.	PL 91 HT				
Escalante, David, Jr.	PL 88 HT				
Flores, Pedro	PL 85 HT LNC				
Gaona, Antonio	PL 62-3/4 FAO				
Garcia, Jose	PL 73 HT				
Garrett, Avery, M.	PL 76 HT				
Tommy J. Green	PL 95-1/2 HT				
Gundlach, John T.	PL 89 LNC				
Guthrie, Joe G.	PL 96 HT				
Gutierrez, Jose G.	PL 54 FAO				
Harris, Robert L.	PL 65 HT				
Hinojosa, Pablo P.	PL 80 HT				
Hopper, WM. L.	PL 92 FAO				
Johnson, Tallis	PL 83-1/4 HT				
Lead, Billy Lee	PL 83 HT				
Lowery, Robert E.	PL 66-1/4 HT				
Martin, Isidoro, Jr.	PL 69-1/2 FAO				
Martinez, Manuel A.	PL 90 HT				
Martinez, Manuel A.	PL 93 HT				
Malatira, Richard L.	PL 94 HT				
Menton, Lupe	PL 77 SM				
Moore, Leonard	PL 53 HT				
Perkins, James T., Jr.	PL 86 HT				
Poole, Robert S.	PL 68 HT				
Reyes, Rick	PL 103 ENC				
Reyes, Jr., Roberto	PL 102 ENC				
Rivera, Rodger S.	PL 97 ENC				
Roberts, Ricky A.	PL 55-1/4 TM				

cont'd

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. RECORDS TITLE must be exactly as stated in Records Control Schedule.
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
6. Call Hall of Records (774-6133) for assistance if needed.
7. INDICATE L-1237 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DESTRUCTION SHEET NO. 2

DUP 0913536

DU 030202

GS 11059 7/79

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL ROTH IC 13

APPROVED BY DEPT RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 3/19/82

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS – MAJOR/SUBMAJOR

COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3): 1982

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	TO	DEPT. (IDENTIFICATION NUMBER)	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
VICTORIA CONSTRUCTION 1974-1981 Cont'd				28905	
Rose, Donald B.	PL 83-1/2 NT	1973	1981		
Scarbrough, E.C.	PL 37 NT				
Sanchez, George H.	PL 74-1/4 FAO				
Strader, Lawrence B.	PL 80-1/2 NT				
Valdez, Edward M.	PL 83-3/8 NT				
Valdez, Willie Z.	PL 84 NT				
VandAgriff, Robert L.	PL 60 FAO				
Weston, Robert L.	PL 51-1/2 FAO				
WAYNESBORO CONSTRUCTION – 1975-1976					
Campbell, J.W.	PL 9 FAO				
Dillingham, Carlos	PL 9-1/2 NT				
Huffman, Paul E.	PL 10 SM				
Lloyd, Hubert Carl	PL 18 FAO				
Mundy, Charles H.	PL 7 TM				
Painter, William Lewis	PL 8 NT				
WASHINGTON WORKS CONSTRUCTION – 1976-1981					
? Desmond, Stephen Paul	PL 43 LNC PL38 is open				
Maze, Samuel P.	PL 48 NT				
Green, W.K.	PL 47 NT				
Lewis, Dale E.	PL 41 SM				
McGlynn, John	PL 44 NT				
Miller, John R.	PL 50 RWC				
Pilkey, Robert Wayne	PL 42 LNC				
Roberts, Phillip L.	PL 40 NT				
Rothwell, Vance Joseph	PL 49				
Higgins, Wm. Manuel	PL 45 NT				
WILMINGTON AREA CONSTRUCTION – 1973-1981					
Boylan, Kevin	PL 42-1/2 NT				
Dudero, Joseph	PL 55-3/4				
DuRose, Don	PL 63 FAO				
Epperson, Jerry D.	PL 58-1/2 FAO				
Harris, Joel Dermel	PL 64-1/2 FAO				
Hale, John M.	PL 64 NT				

Cont'd

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD"
2. RECORDS TITLE must be exactly as stated in Records Control Schedule
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons
6. Call Hall of Records (774-6133) for assistance if needed
7. INDICATE L-1237 (LOCATION/ROOM NUMBER) ____ OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DESTRUCTION SHEET NO: 3

DUP 0913537

DU 030203

GS 1 059 7 79

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL ROTH IC 13

APPROVED BY DEPT RECORDS REPRESENTATIVE: IRIS FISHER

DATE 3/19/82

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS – MAJOR/SUBMAJOR

COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3): 1992

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
WILMINGTON AREA CONSTRUCTION – 1973-1981 Cont'd.	1973	1981	28905	
McCann, Eugene J. PL 60 NT				
Reeder, E.C., Sr. PL 53 NT				
Steelman vs Du Pont (1975)				
Stewart, Joseph I. PL 61 NT				
Greenley, D.H. PL 37 (2 folders)				
WILMINGTON SHOPS CONSTRUCTION – 1973-1979				
Emery, Ferdinand PL 1 NT				
Fletcher, Owen S-88 SM				
McInnis, James H. PI 223 TM				
Moore, George S. ENC 1				

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. RECORDS TITLE must be exactly as stated in Records Control Schedule.
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
4. Send first three copies WITH CARTONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
6. Call Hall of Records (774-8133) for assistance if needed.
7. INDICATE L-1237 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DESTRUCTION SHEET NO. 4

DUP 0913538

DU 030204

CS 11059 7-70

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL BOTH IC 13

APPROVED BY DEPT RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 3/19/82

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS – MAJOR/SUBMAJOR

COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3): 1982

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
SABINE RIVER CONSTRUCTION - 1973-1980		1970	1981	28893	
Barnes, John J.	PL 102-3/8 FAO				
Barton, W.W.	PL 146-FAO				
Boudreaux, Otis J.	PL 104-1/2 NT				
Boudreaux, Robert L.	PL 113-1/2 FAO				
Brodnax, Arthur O.	PL 148-1/4 FAO				
Carter, Donald S.	PL 127-3/4 NT				
Champagne, Iris	PL 132-1/2 FAO				
Cormier, Lloyd F.	PL 124-1/2 NT				
Craft, Harry Lee II	PL 120-1/2 NT				
Delano, Vertis, T.	PL 127-1/2 NT				
Daves, Robert L.	PL 151 NT				
Everett Steward	PL 150-1/2 FAO				
Granger, Raymond A.	PL 140 FAO				
Grass, Sr., Sterling D.	PL 148-1/2 FAO				
Groves, Joseph A.	PL 102-1/2 FAO				
Hanks, Josh M.	PL 111-9/16 NT				
Haines, H.L.	PL 142-NT				
Hardy, Arthur, Jr.	PL 136 LNC				
Harris, Rayford E.	PL 147-1/2				
Head, Danny, E.	PL 117 SM				
Hennigan, A.J.	PL 147 FAO				
Hennigan, Aldon J.	PL 136-3/4 NT				
Hillsbury, Phillip, Jr.	PL ~~[illegible]~~ 96-1/2 NT				
Holder, Rufus C.	Someday				
Holbrook, B.	PL 144 NT				
Irby, Johnny T.	PL 128 NT				
Johnson, Owen J.	PL 113-3/4B NT – (117-1/2 NT is closed)				
Jones, James A.	PL 152 LNC				
Joseph, Michael	PL 149				
Kemp, Billy R.	PL 113-5/32				
Laughlin, John W.	PL 98 NT				
Mangum, T.G.	PL 139-3/4 NT				
Martin, Huey E.	PL 137 NT				
Nash, Harold	PL 113-3/4 NT – (142 1/2 NT is closed)				
Oldbury, Robert D.	PL 138-1/2 FAO				
O'Quin, William L., Jr.	PL 118 SM				
Papillion, Joseph A.	PL 129-1/2 FAO				

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD"
2. RECORDS TITLE must be exactly as stated in Records Control Schedule.
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
6. Call Hall of Records (774-6133) for assistance if needed
7. INDICATE L-1237 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP

DESTRUCTION SHEET NO. 1

DUP 0913539

DU 030205

GS-11059 7-75

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL ROTH IC 13

APPROVED BY DEPT. RECORDS REPRESENTATIVE: [illegible]

DATE: 3/19/82

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS - MAJOR/SUBMAJOR

COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3): 1980

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
SABINE RIVER CONSTRUCTION - 1973-1980 Cont'd		1970	1981	28893	
Phillip R. Murphy	PL 155 NT				
Pollard, E.R.	PL 109-1/2 NT				
Qualls, Joe E.	PL 156-1/2 FAO				
Richardson, Marvin	PL 145 NT				
Romero, Alvin J.	PL 96 FAO				
Romero, Alvin J.	PL 135 FAO				
Sawyer, Thomas A.	PL 102-1/4 NT				
Shiyou, Jimmy L.	PL 121-1/2 NT				
Simmons, Edwin D., Jr.	PL 113-3/4 NT				
Smith, Arnold	PL 113-1/4 NT				
Smith, Joseph Doyle	PL 147-1/4				
Smith, W.H.	PL 130-1/2 FAO				
Stephens, Edgar T.	PL 150 NT				
Stout, Jack P.	PL 154 NNC				
Suggs, Johnnie	PL 133 FAO				
Tucker, Bobby R.	PL 137-1/2				
Vasek, James H.	PL 61 NT				
Watkins, William E.	PL 113-3/16 LNC				
Wimberly, M.W.	PL 139-1/2 — retrieved 10/6/82				
Woodall, Milton, [illegible]	PL 73 TM				
SAVANNAH RIVER CONSTRUCTION - 1970-1981					
Charles D. Johnson, Jr.	SOMEDAY NNC 81-20				
Curtis M. Carpenter	PI 216 NNC (PL 216 LNC)				
Warner, W.H., Jr.	PI 208 LNC				
? George B. Frye	SM 248) SUBMAJOR (PI #200 FAO)?				
B.A. Roundtree	SM 249) FILE				
T.W. Kitchens	SM 250)				
? T.W. Johnson	SM 251) (PL# RW315)?				
Emory E. Jones	SM 252)				
Carl W. Blanton	SM 253)				
Malcolm D. Jolly, Jr.	SM 254)				

INSTRUCTIONS:

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. RECORDS TITLE must be exactly as stated in Records Control Schedule.
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
6. Call Hall of Records (774-8133) for assistance if needed.
7. INDICATE L-1237 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DESTRUCTION SHEET NO. 2

DUP 0913540

DU 030206

GS - 3 9 7 79

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL ROTH IC 13

APPROVED BY DEPT. RECORDS REPRESENTATIVE: ~~IRIS FISHER~~

DATE: ~~3/19/82~~

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS - MAJOR/SUBMAJOR

COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3): ~~1982~~ 1983

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
ALBANY SHOPS CONSTRUCTION - 1978-1981		1968	1981	28892	
Glidewell, Robert S.	PL 13 LNC				
Hayashi, Moto	PL 14				
ANTIOCH CONSTRUCTION - 1977					
Coon, Earl F.	PL# Albay				
BEAUMONT CONSTRUCTION - 1968-1981					
Andress, James	PL 71-3/4 FAO				
Bradberry, J.L.	PL (3rd Party)				
Carter, Granville S.	PL 82				
Chauvin, Albert	PL 69-3/4 B NT				
Darden, Jack	PL 62 NT				
Duncan, Obie R.	PL 59-1/2 NT				
Godeaux, Tommy	PL 87 LNC NT				
Henderson, Jerry D.	PL 83 FAO				
Lartigue, Herman	PL 72 NT				
Kay, D.L.	PL 36 NT (PL 38Y4 closed)				
Mouton, Eugene Joseph	PL 86 LNC NT				
Roundtree, L.V.	PL 65-1/2				
Smith, Welby Dumas	PL 85 FAO				
Hester, Truman	PL 66-1/2 NT				
BELLE CONSTRUCTION - 1978-1981					
Hagerman, Jr., J.W.	PL 10 LNC				
Hoffman, James A.	PL 7 LNC				
Clyde B. Persinger	PL 9 LNC				
James R. Wilkett	Asbestos Insulating/				
BREVARD CONSTRUCTION - 1977-1979					
Fisher, Miles T.	PL 16				
Johnson, Eddie R.	PL 22 FAO				
CAPE FEAR CONSTRUCTION - 1978					
Birdsong, E.B.	PT 9 FAO				
Moore, R.T.	PL 33 NNC				

INSTRUCTIONS

1 List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2 RECORDS TITLE must be exactly as stated in Records Control Schedule.
3 "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage
4 Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers
5 Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
6 Call Hall of Records (774-6133) for assistance if needed
7 INDICATE F-1222 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DESTRUCTION SHEET NO. 1

DUP 0913541

DU 030207

GS 11059 7-79

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL ROTH IC 13

APPROVED BY DEPT. RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 3/18/82

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS – MAJOR/SUBMAJOR

COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3)

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
CHAMBERS WORKS CONSTRUCTION – 1972-1981		1968	1981	28892	
Richard H. Taylor	RW 1-1978				
William B/Buckworth, Jr.	RW 2-1988				
Brian Murphy	RW CC-1979-1				
Anderson, Cooper H.	PI 77 FAO				
Neil, Ray R.	PI 74 FAO				
Blondin, David J.	PL 1/2 TM				
Borkowski, Witold	Someday				
Brennan, Richard A.	PI 80 FAO				
Cartella, Anthony	PI 73 FAO				
Churchill, Edward G.	PI 70 FAO				
Faverio, L.P.	PI 73-1/2 NT				
Headley, John Wm.	PI 49-3/4 NT				
Long, Paul D.	PI 78 NT				
McKibbin, Robert B.	PI 82 NT				
Munda, James T.	PI 79 FAO				
Parker, Sr., Royal L.	PI 82-1/2 NT				
Ramsey, David, R.	PI 76-1/2 NT				
Scriboni, Vincent Jr.	PI 70-1/2 FAO				
Siciliano, Giovanni S.	PL 68 PI #68				
Stonski, Michael					
Swaverly, Warren R.	PI 72 NT				
Taggart, John K.	PL 81				
Valiant, W. J.	PI 76 NT				
Walker, Francis X., Jr.	PI 66-1/2 FAO				
Wentz, John W. Jr.,	PI 71 NT				
Worley, Jesse R.	PI 66-1/4 NT				
CHATTANOOGA CONSTRUCTION – 1977					
Jakie Starnes	Asbestosis				
CIRCLEVILLE CONSTRUCTION – 1980					
Robert Hebestait	PL 2				
COOPER RIVER CONSTRUCTION – 1976-1979					
Atkins, John H.	PL 35 LWC				
Bennett, Anthony L.	PL 43 NT				

Cont'd

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. RECORDS TITLE must be exactly as stated in Records Control Schedule
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons
6. Call Hall of Records (774-6133) for assistance if needed.
7. INDICATE L-1237 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DESTRUCTION SHEET NO 2

DUP 0913542

DU 030208

GS-11059 7-75

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL ROTH IC 13

APPROVED BY DEPT RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 3/18/82

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS – MAJOR/SUBMAJOR

COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3): 1982

DEPARTMENT: [redacted]

DIVISION or SECTION: CONSTRUCTION [illegible]

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	TO	IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed Hall of Records
COOPER RIVER CONSTRUCTION 1976-1979 Cont'd		1968	1981	28892	
Bryon, Robert	PL 37 FAO				
DuPree, David G.	PL 42 NT				
Maybank, K.J.	PL 41-1/2 FAO				
CORPUS CHRISTI CONSTRUCTION - 1980					
Vaden, William R.	PL 42 NT				
DEER PARK CONSTRUCTION - 1978-1981					
Arenas, Vincent S.	PL 10 NT				
Arnold, Billy R.	PL 16 NT				
Walter Browne	PL 9 NT				
Buentello, Pedro	PL 14-1/2 NT				
Garzo, Catarino M.	PL 17 NT				
Gonzales, Humberto	PL 11 FAO – Reopened File called back - 3/83				
Hawkes, Donald	PL 20 FAO				
Lang, William	PL 11-1/2 NT				
Lince, Mario	PL 14 NT				
Singleton, Ronald	PL 9-12				
Torres, Juan	PL 12				
DE LISLE CONSTRUCTION 1979					
DeAgano, Michael, E.	PL 31-1/2				
FAYETTEVILLE CONSTRUCTION - 1970					
Mitchell, Norman	PL 1				
N					
FLINT CONSTRUCTION - 1981					
Noel, Robert L, Jr.,	PL 1 LNC LS				
FLORENCE CONSTRUCTION - 1978-1979					
Everette, Wilbert L.	PL 27-1/4 FAO				
Matthews, Wm. L.	PL 28-1/4 FAO — PL# 26NT				

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. RECORDS TITLE must be exactly as stated in Records Control Schedule.
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
6. Call Hall of Records (774-6133) for assistance if needed.
7. INDICATE L-1237 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DESTRUCTION SHEET NO. 3

DUP 0913543

DU 030209

DS 11059 7 79

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL ROTH IC 13

APPROVED BY DEPT. RECORDS REPRESENTATIVE: [redacted]

DATE: 3/19/82

RECORDS TITLE - SEE RECORDS CONTROL SCHEDULE: [redacted] RECORDS - MAJOR/STORAGE

COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3)

DEPARTMENT: 1992

DIVISION or SECTION: [redacted]

CONSTRUCTION SUPERVISOR

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
FRONT ROYAL CONSTRUCTION - 1979-1980		1968	1981	28892	
Gary B. Culbertson	FL 2-1/2 FAO				
[redacted]	FL 4 NT				
McDaniel, Rodger Wade	FL 2 NT.				
Murdock, Michael G.	FL 1-1/2 NT				
Nichols, Frank W.	FL 1 NT				
Williams, Beverly A.	FL 3-1/2 NT				
Williams, Joseph L.	FL 6 NT				
HOUSTON CONSTRUCTION - 1972-1981					
Alvarez, Julian R.	FL 70 NT				
Anders, Birdie	FL 46-1/2 NT				
Cisneros, Frank C.	FL 72 FAO				
Cobb, John Earl	FL 25-1/64 NT				
Coronado, Guadalupe S.	FL 58-3/14 LWC				
Green, Daniel F.	FL 59 LWC				
Jacobs, Patrick L.	FL 71 NT				
Jones, John Dan	FL 69 LWC LS				
Mata, Fernando L.	FL 75 FAO				
McClothlin, Edward T.	FL 63 NT				
Moreau, Stephen	FL 64 NT				
Domingo S. Ortiz	FL 68 NT				
Pape, Leroy R.	FL 62 NT				
Puckett, Michael	FL 73 LWC LS				
Pullium, Arthur C.	FL 57-1/2 FAO				
Sellers, Billy A.	FL 65 NT				
Ulmer, Robert C.	FL 69-1/2				
Wiggins, Harry J.	FL 48 NT.				
Wright, Jack	FL 66 LS				
IRAN CONSTRUCTION					
Eqbbel Siahpoosh	#2				
Enou Biteven-Isfahan	#1				
Perouh Moeven Caroy	LW 2				
Morad Chupani	LWC 3				
Hossein Hoseinisi	LW 12				
Sahad Alah Hiasian					

INSTRUCTIONS

1 List only Records with the same "RECORD TITLE" and "RETENTION PERIOD"
2 RECORDS TITLE must be exactly as stated in Records Control Schedule.
3 "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
4 Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
5 Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
6 Call Hall of Records (774-6133) for assistance if needed.

DESTRUCTION SHEET NO. 4

DUP 0913544

7 INDICATE [redacted] OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP
BUILDING/ROOM NUMBER

DU 030210

GS 11059 1-9

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL ROTH IC 13

APPROVED BY DEPT RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 3/18/82

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS – MAJOR/SUBMAJOR

COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3): 1992

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
JOHNSONVILLE CONSTRUCTION – 1972-1981		1968	1981	28892	
Breeden, Robert	PL 32 LNC LS				
Brigham, Samuel	PL 30 FAO				
Christian, W.M.	PL 10-1/2				
Christy, Harold D.	PL 31 LNC LS				
Craig, Donald B.	PL 28 NT				
Gay, J.H.	PL 35 NT				
Johnson, Willie, O.	PL 3 NT				
King, Robert	PL 13 3rd party	(PL 20-V2 FAO)			
Moultrie, Doyne, R.	PL 13-1/2 NT				
Sharpe, John D.	PL 29 LNC				
Patterson, Joseph Edward	PL 34 LNC				
Taylor, C.E.	PL 27 NT				

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD"
2. RECORDS TITLE must be exactly as stated in Records Control Schedule.
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons
6. Call Hall of Records (774-6133) for assistance if needed
7. INDICATE L-1237 (LOCATION/ROOM NUMBER) _____ OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP

DESTRUCTION SHEET NO: 5

DUP 0913545

DU 030211

DU PONT

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL BOWE IC 13

APPROVED BY DEPT. RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 3/18/82

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS – MAJOR/SUBMAJOR

COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3)

DEPARTMENT: 1992

DIVISION or SECTION: ENGINEERING

CONSTRUCTION CLIENT OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
KINSTON CONSTRUCTION – 1974-1980		1965	1981	28765	
Adams, Ben	PL 30 NT				
Clark, Bobby L.	PL 39 NT				
Miller, James Earl	PL 35 NT				
Mills, Phillip Ray	PL 38 LNC				
Morris, Roy	PL 41 NT				
Thompson, Floyd Lee	SOMEDAY FILE – 34 PAO				
Turner, Willie E.	PL 40 LNC				
LOUISVILLE CONSTRUCTION – 1965 – 1980					
Baker, Aron	PL 28 NT				
Burns, James F.	PL 22 NT				
Cain, Allen G.	PL 26 NT				
Cherry, Tommy R.	PL 23 NT				
Crigler, Walter	PL 20 LNC				
Carl E. Hefley,	PI 3 FAO				
O'Reilly, William H.	PL 21 NT				
Walker, J.C.	(03044)				
MAY PLANT – 1971-1977					
Atkinson, Harold T.	PL 32				
Beckham, Gary M.	PL 31 NT				
Bowen, Charles S.	PL 35 NT				
Davis, Adam	PL 33 SM				
Floyd, H.D.	PL 30 NT				
Greene, James W.	PL 25 NT				
Kitt, Luther	PL 28 SM				
Marshall, W.T.	PL 29 SM				
Mulkey, Kenneth A.	PL 34 NT				
Perdue, Ernest C.	PL 24 NT				
MAYDOWN CONSTRUCTION – 1979-1981					
Britton, Alfred Thomas	PI 4 FAO				
Campbell, Gabriel I.	RN 3				
Coogan, William Joseph	PI 3				
Doherty, Joseph A.	RN 2				
Doherty, John Anthony	PI 4-1/2				

Cont'd

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. RECORDS TITLE must be exactly as stated in Records Control Schedule
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons
6. Call Hall of Records (774-6133) for assistance if needed

DESTRUCTION SHEET NO. 1

DUP 0913546

7. INDICATE L 1227 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DU 030212

DS 11059 7 78

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL ROTH IC 13

APPROVED BY DEPT. RECORDS REPRESENTATIVE: [redacted]

DATE 1/18/82

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS - MAJOR/SUBCONTR

COPY ☐ Office ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3): 1993

DEPARTMENT: [redacted]

DIVISION or SECTION: [redacted]

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
MAYDOWN CONSTRUCTION 1979-1981	Cont'd.	1965	1981	28765	
Gillen, William	RW 5				
Harkin, Patrick A.	PI 6				
Killen, Thomas	RW 5-80				
Anthony Lynch	RWC 1/81				
McDaid, Hugh	RW 2				
McIntyre, William J.	RW 4				
Mallon, Joseph	PI 5				
O'Donnell, Michael	PI 4-1/4				
Weir, Patrick	PI 2 FAO				
MECKLEN 1981					
Van De Steen, Guy	PL 1				
MEMPHIS CONSTRUCTION - 1975-1980					
Banefiel, William	PL 25 WT				
Boone, Estrice	PL 34 WT				
Fortner, Ed	PL 38 WT				
Joyner, M.L.	PL 40 WT				
Kaiser, William J.	PL 26 TM				
Kelly, Edward Michael	PL 22 RM				
Kern, Edgar	PL 23 WT				
Lamberth, J.W.	PL 39-1/2 WT				
Miller, T.E., Jr.	PL 36 WT				
Money, C.E.	PL 39 WT				
Riddle, Ervin L.	PL 33 WT				
Tillery, Fred	PL 32 RWC				
Tubbs, W.T.	PL 41 FAO				
Walton, L.E.	PL 39-1/4 FAO				
Webster, Johnny	PL 37				
NIAGARA FALLS CONSTRUCTION - 1971-1980					
Bianco, Salvatore A.	PL 7-1/2 FAO				
Budzinski, Edward J.	PL 6 FAO				
Budzinski, Edward M.	PL 11 WT				
Cali, Michael	PL 14 FAO				
Congi, Charles	PL 13 WT				
	Cont'd				

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD"
2. RECORDS TITLE must be exactly as stated in Records Control Schedule.
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
6. Call Hall of Records (774-6133) for assistance if needed

DESTRUCTION SHEET NO. 2

DUP 0913547

7. INDICATE [redacted] OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP

DU 030213

GS-1059 7 79

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL ROTH IC 13

APPROVED BY DEPT RECORDS REPRESENTATIVE: IRIS FISHER

DATE 3/18/82

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS - MAJOR/SUBMAJOR

COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3): 1982

DEPARTMENT

DIVISION or SECTION ENGINEERING

CONSTRUCTION

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
NIAGARA FALLS CONSTRUCTION - 1971-1980 Cont/d	1965	1981 P	28765	
✓Crielly, James — PL 7 FAO				
✓Gulla, Robert — PL 12 MT				
✓Kindsia, Anthony J. — PL 5 MT				
✓Phillips, Raymond — PL 1/2 MT				
✓Roushell, George — PL 8-1/2 FAO				
✓Sanoian, Sarkes — PL 10 MT				
✓Winquist, Lyle — PL 8 MT				
NO. JERSEY - 197101979				
Cabbagestalk (Linden, NJ)				
✓Curran, Robert (Parlin) — PL 3 MNC				
✓Gilmore, Robert (Parlin) — PL 4 MT				
Knudson, W.K. — PL 1 TM				
Lyla, Robert (Parlin) — # 26				
OLD HICKORY CONSTRUCTION - 1972-1980				
✓Barbee, James M. — PL 66 MT				
✓Bullock, R.L. — PL 75 MT				
✓Cantrell, J.W. — PL 72 MT				
✓Chuma, W.M. — PL 71 MT				
Duke, J.B. — PL 42 SM				
✓Garner, Cecil, R. — PL 45 MT				
✓Holton, J.R. — PL 65-1/2 MT				
✓Holzkamper, Phillip M. — PL 76 MT				
✓Jennette, R.D. — PL 69 MT				
✓Kemp, R.D. — PL 75-A MT				
✓Lenning, Luther C. — PL 34 MT				
✓McKee, Albert — PL 77.				
✓Mackie, J.V. — PL 72A MT				
✓Oliver, E.K. — PL 70 MT				
✓Ralph, Roy — PL 79 MT				
✓Smith, W.B. — PL 39-1/2 MT				
Yarbrough, J.E. — PL 58 SM				
POTOMAC RIVER CONSTRUCTION 1975				
Secrist, Wilber A. — PL 1				

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD"
2. RECORDS TITLE must be exactly as stated in Records Control Schedule.
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
6. Call Hall of Records (774-6133) for assistance if needed
7. INDICATE 1-1232 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP

DESTRUCTION SHEET NO. 3

DUP 0913548

DU 030214

GS 11069 7 79

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL ROTH IC 13

APPROVED BY DEPT RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 1/18/82

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS - MAJOR/SUB MAJOR

COPY: ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3): 1992

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
PONTCHARTRAIN CONSTRUCTION 1976-1981		1965	1981	28765	
LaBee, Gary W.	PL 13-3/4 FAO - Reopened - File called back - 7/16/84				
Mazgrat, Tony	Someday				
Mount, Billy D.	PL 13 SM				
Wright, Jr., William R.	PL 19 NT				
SABINE RIVER CONSTRUCTION - 1977-1978					
Albury, Eston F.	PL 136-1/2 NT				
Adamcek, Elton L.	PL 128-1/2 NT				
TALLAHASSEE SHOPS - XXXX-1981					
Jacobs, Lonni	PL 6 FAO - Reopened - File called back - 8/14/83				
Tadlock David	PL 5-3/4 NT				
VICTORIA CONSTRUCTION - XXXX-1981					
Canchola, Adam	PL 107 NT				
Cruz, Roberto R.	PL 100 NT				
Ellis, Donald L.	PL 106 NT				
Reyna, Jr., Roberto	PL 106-1/2 NT				
Smith, Jerry L.	PL 99 NT				
WASHINGTON WORKS CONSTRUCTION - 1970					
Schaffer, Everett R.	PL 21 FAO				
LOUVIERS BLDG - 1976					
Mohigle, Ellen					
SEAFORD CONSTRUCTION - 1976					
Pusey, Melvin E.	PL 12 FAO				

INSTRUCTIONS.

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. RECORDS TITLE must be exactly as stated in Records Control Schedule.
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
6. Call Hall of Records (774-6133) for assistance if needed.
7. INDICATE L-1237 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DESTRUCTION SHEET NO. 4

DUP 0913549

DU 030215

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL ROTH - IC 13

APPROVED BY DEPT. RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 2/17/82

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS - MAJOR/SUBMAJOR

COPY ☐ Office ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3): 1992

DEPARTMENT: [redacted]

DIVISION OR SECTION: CONSTRUCTION SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
CAPE FEAR CONSTRUCTION - 1973-1981		1971	1980	28764	
Beaker, Henry E.	PI 6-1/2 NT				
Henderson, Milton	PL 36-1/4 FAO				
~~Southerland, Norman~~	~~PL 37 FAO~~				
Thompson, H.E.	PB 32-1/2 NT				Sent back to Hall 10/84
DE LISLE CONSTRUCTION 1977-1979					
Black, Charles T.	PL 21-1/4 NT				
Castelin, Keith J.	PL 19-1/2 FAO				
Fleming, Carl V.	PL 5 NT LMC				
Kelly, Rayford	PL 23 NT				
Lawrence, Brune, Jr.	PL 30 LMC LS				
Nettles, Leroy	PL 31 NT				
Nusbaum, Michael	PL 26-3/4 FAO				
Shavers, David	PL 20-7/8 NT				
Slade, James D.	PL 28-1/2				
Slay, Rayfield W.	PL 8-1/2 LMC				
Stallone, Bernie, J.	PL 22-3/4 NT				
Tanner, Harold	PL 22-1/2 NT				
Turner, James	PL 17-1/2 NT				
Woollard, Flax	PL 28-3/4 NT				
FAYETTEVILLE CONSTRUCTION - 1978					
Haynes, Howard L.	PL 3 FAO				
FLORENCE CONSTRUCTION - 1980-1981					
Matthews, Leroy C.	PL 31 NT				
Perritt, Billy M.	PL 30-1/2 NT				
MAY PLANT CONSTRUCTION - 1979-1980					
Ronald A. Fleming	PL 38 NT				
[redacted], Jasper C.	PL 38 FAO				
Charles R.Young	PL 36-1/2 FAO				

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. RECORDS TITLE must be exactly as stated in Records Control Schedule.
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
6. Call Hall of Records (774-6133) for assistance if needed.
7. INDICATE L-1257 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DESTRUCTION SHEET NO. 1

DUP 0913550

DU 030216

059 7 79

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: CHERYL ROTH - IC 13

APPROVED BY DEPT. RECORDS REPRESENTATIVE: IRIS FISHER

DATE: 2/17/82

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS - MAJOR/SUBMAJOR

COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3): 1982

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION SAFETY OFFICE

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
MEMPHIS CONSTRUCTION - 1979-1980		1971	1980	28764	
Gavrock, Martin, Jr.	PL 42 NT				
Hoskins, H.D.	(B) PL 38-1/2 FAO				
Lowery, B.L.	(A) PL 38-1/2 FAO				
PONTCHARTRAIN CONSTRUCTION - 1979-1981					
Hood, Rodney Dale	PL 18 NT				
Gasperetz, [illegible]	PL 14 NT				
Gregory T. Chatelain	PL 13-1/2 FAO				
SPRUANCE CONSTRUCTION - XXXX-1980					
Hood, Michael Alan	PL 92 LMC				
Lewis, Alvis W.	PL 88 NT				
SABINE RIVER CONSTRUCTION - 1971-1976					
Mires, Delbert J.	PL 111 FAO				
Strother, Crockett (2 folders)	PL 43 NT				

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. RECORDS TITLE must be exactly as stated in Records Control Schedule.
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
6. Call Hall of Records (774-6133) for assistance if needed.
7. INDICATE _____ (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DESTRUCTION SHEET NO.

DUP 0913551

DU 030217

DS 1 098 7 79

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: IRENE ANDERSON - IC 13

APPROVED BY DEPT. RECORDS REPRESENTATIVE: Iris Fisher

DATE: 3/17/81

RECORDS TITLE - SEE RECORDS CONTROL SCHEDULE: INJURY - RECORDS - MAJOR/SUB-MAJOR

COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3): 1991

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
BEAUMONT CONSTRUCTION - 1976-1977	1971	1980	27774	
Brown, Elton PL #78 LWC				
Brown, Frederick A. #67 MT				
Caraway, Bobby D. #77 MT				
Goings, F.D. #70 MT				
La Grappe, Numa N. #75 MT				
BREVARD CONSTRUCTION - 1976-1978				
Gantt, Kenneth PL #21 MT				
Hill, Larry A. #24 MT				
Pollard, Larry D. #20 MT				
Tucker, E.A. #15-1/2 MT				
COOPER RIVER CONSTRUCTION - 1977-1978				
Howell, Theodore PL #41 MT				
Kennington, Wilson #54-3/4 FAO				
DEER PARK CONSTRUCTION - 1979				
Love, Robert PL #13				
FLORENCE CONSTRUCTION - 1976 - 1980				
Kenenhaley, James W. PL #25 FAO				
Harrison, R. L. #27 MT				
Jones, John J. #28 MT				
Lee, Basil H. #29 MT				
HOUSTON CONSTRUCTION - 1974 - 1977				
Carman, J.E. PL #32 MT				
Maguire, Michael #58-6/7 RNC				
JOHNSONVILLE CONSTRUCTION - 1978				
Baker, Harvey L. PL #33 MT				

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD"
2. RECORDS TITLE must be exactly as stated in Records Control Schedule
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons
6. Call Hall of Records (774-6133) for assistance if needed

DESTRUCTION SHEET NO: 1

DUP 0913552

7. INDICATE 1-1237 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DU 030218

GS 11059 7-79

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: IRENE ANDERSON - IC 13

APPROVED BY DEPT RECORDS REPRESENTATIVE: Iris Fisher

DATE 3/17/81

RECORDS TITLE - SEE RECORDS CONTROL SCHEDULE: INJURY - RECORDS - MAJOR/SUB-MAJOR

COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3): 1991

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	TO	DEPT IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
	1971	1980	27774	

MEMPHIS CONSTRUCTION - 1975 - 1977

Dowdy, Floyd	PL #21-1/2 NT
Gilliam, Willie	#28 NT
Irons, Kenneth	#30 NT
Kyle, Roger Allen	#31 NT
Reeves, Harrol	#21 SM
White, I.W.	#29 SM

NIAGARA FALLS CONSTRUCTION - 1976

Bodie, Joseph	PL#1-1/2 NT - Reopened 4/83 - File called back.
Burgler, Louis F.	#2 NT
Donavan, Scott J.	#3 NT
Malecki, Paul E.	#2-1/2 NT

OLD HICKORY CONSTRUCTION - 1976

Pirtle, James F.	PL #63 FAO
Pitcock, Jerry W.	#65 SM

SABINE RIVER CONSTRUCTION - 1971 - 1978

Brister, John N.	PL #107-1/2 NT
Brown, Leonard Jr.	#130-1/8 FAO
Caraway, Jesse W.	#122 LWC
Collier, John D.	#132 FAO
Collins, B.B.	#105 NT
Fabian, Norris B.	#102 TM
Felker, W.E.	#139 NT
Flew, Donald L.	#130 NT
Gordon, James A.	#120 NT
Granger, Otis G.	#96-3/4 NT
Guidry, Walter	#119-1/2 NT
Guillery, Raymond	#106-1/2 FAO
Hobbs, R.L.	#138 NT
Hollingsworth, Thomas W.Jr.	#113-1/2 NT
Hutchings, Calvin	#92 NT
Inman, Eldridge M.	#81 NT

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD"
2. RECORDS TITLE must be exactly as stated in Records Control Schedule
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5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons
6. Call Hall of Records (774-8133) for assistance if needed
7. INDICATE L-1237 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP

DESTRUCTION SHEET NO

DUP 0913553

DU 030219

DS 11069 7 79

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY:
IRENE ANDERSON - TC 13
APPROVED BY DEPT. RECORDS REPRESENTATIVE
~~Iris Fisher~~
DATE 3/17/81

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE
INJURY - RECORDS - MAJOR/SUB-MAJOR
COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3)
1991
DEPARTMENT
ENGINEERING
DIVISION or SECTION
CONSTRUCTION

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
SABINE RIVER CONSTRUCTION Cont'd:		1971	1980	27774	
Jacobs, M.T.	PL #115 TM				
Jerome, Allen L.	#131 FAO				
Johnson, Owen J.	#117-1/2 NT				
Jones, Albert L.	#111-5/8 NT				
Kibodeaux, S.L.	#141 FAO				
McDonald, Walter W.	#119 TM				
McKinney, Rocky G.	#101-1/2 NT				
Marcantel, Clarence, Jr.	#127 NT				
Matthews, Dudley, J.	#46-1/2 NT				
Page, R.G.	#123 NT				
Perkins, McArthur	#121-1/4 FAO				
Peters, James W.	#130-1/4 FAO				
Reynolds, William J.	#93-3/4 NT				
Rouse, Robert B.	#113-1/8 FAO				
Riff, A.H., Jr.	#63 FAO				
Rumsey, L.M.	#69 NT				
Taylor, Jeffery A.	#121-3/4 LWC				
Thomas, Bobby J.	#121 SM				
Thomas, L.J., Sr.	#125 FAO				
Thompson, Huron F.	#124 TM LWC				
Tohill, Jessie, L.	#109-1/4 FAO				
Whitehead, Jerry B.	#126 NT				
Wilson, Troy G., Jr.	#117-1/4 FAO				
Wood, B.F.	#74-1/2 NT				
Youngblood, J.R.	#112 NT				
SEAFORD CONSTRUCTION - 1975-1977					
Beauchamp, John L.	PL #14 LWC				
Link, Edward H.	#11 NT				
WILMINGTON AREA CONSTRUCTION - 1974					
Lockwood, Edward, Sr.	PL #49 NT				
Rouse, William F.	#56 NT				

INSTRUCTIONS.

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD"
2. RECORDS TITLE must be exactly as stated in Records Control Schedule
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage
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5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
6. Call Hall of Records (774-8133) for assistance if needed
7. INDICATE I-1257 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP

DUP 0913554

DESTRUCTION SHEET NO. 3

DU 030220

DS-1059 7-79

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

PREPARED BY: IRENE ANDERSON IC 13

APPROVED BY DEPT. RECORDS REPRESENTATIVE: Iris Fisher

DATE: 3/17/81

RECORDS TITLE – SEE RECORDS CONTROL SCHEDULE: INJURY RECORDS - MAJOR/SUBMAJOR

COPY ☐ Official ☐ Extra

RECORDS DESTRUCTION DATE (See instruction No. 3): 1991

DEPARTMENT: ENGINEERING

DIVISION or SECTION: CONSTRUCTION

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
DE LISLE CONSTRUCTION - 1978-1979	1971	1980	27774	
Chalabi, Oshilam K. PL 21-23/32				
Deagano, Michael 31-1/2 NT				
Edbanks, Gary L. 29-3/4 NT				
Evans, Harlon P. 17 LMC				
Faye, Harvey 31-1/4 NT				
Fletcher, Earnest 13-1/2 NT				
James, David L. 22-1/4 NT				
Ott, Leslie R. 25-1/2				
Pierce, Billy J. 18 NT				
Ruiz, Rander J. 27-1/2 FAO				
Smith, Timothy W. 26-1/4 NT				
Taylor, James L. 31-1/2 FAO				
Turner, Michael W. 25-3/4 FAO				
MAY PLANT - 1979				
Anderson, Cecil Nmi PL 36-1/4 NT				
Blackburn, Odell G. (Brevard) 25 NT				
Blackburn, Odell G. (Brevard) 25 NT C				
CAPE FEAR - 1979				
Laffee, Billy R. PL 35 RMC				
FLORENCE - 1980				
Cannon, Jack E. PL 27-1/2 NT				
Smith, Ralph W. 30 FAO				
Stanley, Wayne G. 28-1/4 FAO				
Tatum, Ronald M. 29-1/2 FAO				
Welch, Michael A. 28-1/2 FAO				
Williams, Lee D. 29-3/4 FAO				

INSTRUCTIONS

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. RECORDS TITLE must be exactly as stated in Records Control Schedule
3. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage
4. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers
5. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons
6. Call Hall of Records (774-6133) for assistance if needed.

DESTRUCTION SHEET NO. 4

DUP 0913555

7. INDICATE L-1237 LOCATION/ROOM NUMBER OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DU 030221

VP 10322 REV 5-74

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

ISSUED BY: IRENE ANDERSON - IC 13

APPROVED BY:

RECORDS TITLE – SEE RECORDS DESTRUCTION SCHEDULE: INJURY RECORDS - MAJOR/SUBMAJOR

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 3): 1990

DEPARTMENT: ENGINEERING

DIVISION OR SECTION: CONSTRUCTION SAFETY OFFICE

DATE: 11/21/80

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
ALBANY SHOPS - CORRESPONDENCE - 1977	1971	1979	26896	
Bell, Amos PL # 12 NT				
Burch, Ronald H. 11 NT				
BEARPONT CONSTRUCTION CORRESPONDENCE - 1974-1977				
Glasgow, Ralph E. PL # 81 NT				
Montagne, John E. 80 FAO				
Graham, James B. 79 NT				
DeWitt, Mark K. 76-1/2 NT				
George, James P. 76 NT				
Dorsey, Raymond D. 74 NT				
Craig, Jack C. ~~PL #~~ 73 NT				
Victor, Mark 71-1/2 FAO				
Fontenot, Harris 71 NT				
Heard, Ronald 69-3/4A NT				
Adams, Douglas R. 69-1/2 NT				
Montagne, Johnny P. 69 FAO				
Langley, Percy E. 64 NT				
Langley, Percy E. 63 NT				
Wilson, Oscar L. 61 NT				
Ryan, William J. 60 NT				
Lane, Frank 58 NT				
Adams, Alvan T. 56-1/2 NT				
Jones, Frankie D. 57-3/4 NT				
Burkett, Dewey, P. 54 FAO				
Cade, George E. 53 NT				
McAnelley, Leo M. 48 NT				
Skillings, J.H. ~~43-1/2 NT~~ 49				
CAPE FEAR CONSTRUCTION - CORRESPONDENCE - 1976				
Jenkins, Chester J. PL # 32 NT				
CHAMBERS WORKS CONSTRUCTION - CORRESPONDENCE - 1977				
Piccovini, Ronald PI # 69 NT LNC				
Majkrzak, Marion Joseph PL # 67 NT				
Thompson, D.W. PI # 64-1/2 NT				

DESTRUCTION SHEET NO.

INSTRUCTIONS:

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.

DUP 0913556 1

6. INDICATE L-1237 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS

DU 030222

VP-10322 REV. 5-74

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

ISSUED BY: IRENE ANDERSON - IC 13

APPROVED BY:

RECORDS TITLE – SEE RECORDS DESTRUCTION SCHEDULE: ~~[illegible]~~

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1990

DEPARTMENT: ENGINEERING

DIVISION OR SECTION: CONSTRUCTION SAFETY OFFICE

DATE: ~~11/21/80~~

DETAIL LIST OF RECORDS AND RANGE		DATES OF RECORDS FROM	TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORD CARTON NUMBER To be completed by Hall of Records
COOPER RIVER CONSTRUCTION - CORRESPONDENCE - 1975-1977					
Graham, George C.	PL # 39 FAO NT				
Wiles, A.E.	29 TM				
Roberts, William E.	28 - 3/4 FAO				
Saylor, Linda	24				
CORPUS CHRISTI - CORRESPONDENCE - 1975-1978					
Ortiz, E.M. Jr.	PL # 40 NT				
Pena, Inez	39 NT				
Gomez, Richard	38 NT				
Karnei, Gerald G.	37 SM				
Tuttle, F.I.	35-1/2 NT				
Busche, Edward O.	34 SM				
Aleman, Octaviano	32 SM				
Johnson, W.K.	31-1/2 NT				
Gonzales, Javier, E.	31 NT				
Arredondo, Manuel	27-1/2 NT				
DEER PARK CONSTRUCTION - CORRESPONDENCE - 1977-1978					
Garrison, Allen	PL # 8 NT				
Kirk, Walter	7 NT				
Rodriguez, Juan	6 NT				
Thibodeaux, Earling	5-2/3 NT				
Mecox, Billy J.	5-1/3 NT				
Gaines, Lewis, D.	5 NT				
Hernandez, Raul	4 NT				
Olveda, Roberto	3 NT				
Haze, Jimmie	2 NT				
Falkenberry, Keith, J.	1 FAO				
DE LISLE CONSTRUCTION - CORRESPONDENCE - 1976-1978					
Hultgren, Michael	PL # 8 LWC				
Cooke, Howard G.	7 LWC				
Snook, Jack	6 LWC				
Fleming, C.V.	5 NT				

DESTRUCTION SHEET NO.

INSTRUCTIONS:

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.
6. INDICATE L-1237 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS

DUP 0913557

DU 030223

VP-0322 REV. 5-74

DUPONT **RECORDS STORAGE LIST**
HALL OF RECORDS

ISSUED BY: TREVA ANDERSON - IC 13
APPROVED BY:

RECORDS TITLE - SEE RECORDS DESTRUCTION SCHEDULE: DUPLY RECORDS - MAJOR/SUBMAJOR
RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1990
DEPARTMENT: ENGINEERING
DIVISION OR SECTION: CONSTRUCTION SAFETY OFFICE
DATE: 11/21/90

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
DE LISLE CONSTRUCTION - CORRESPONDENCE Cont'd				
Herndon, Edward J. - PL # 4 INC				
Olsen, Carl A. 3 NT				
Butters, Thomas Herman 2 NT				
Shafer, Donald Lee 1 FAO				
Robert W. Bryant 33 NT				
Chalabi, Albert O. 29 FAO				
Norwood, Jim H. 28				
Fogg, Clayton, G. Sr., 27				
Bourgeois, Dan J. 26-1/2 NT				
Griffin, Wm. H. 27 NT				
Mitchell, Paul K. 25 NT				
Faulk, Richard Nan 24-1/2 NT				
Howell, Billy W. 24 NT				
Mercier, Kince 23-1/2 NT				
Kelly, Rayford 23 NT				
Jaffriel, Kevin L. 22-15/16 FAO				
Clifford, Donna 22-7/8 NT				
Tehner, Harold 22-1/2 NT				
Hicks, Claude 22 INC				
Bowlin, Gary, L. 21-3/4 NT				
Thomas, William D. 21-11/16 FAO				
Sylvester, Wilmer D. 21-5/8 NT				
Isaacs, Wilbur 21-1/2 NT				
Wilson, Ralph C. 21 INC				
Shavers, David L. 20-7/8 NT				
Hollard, Plez 20-3/4 NT				
King, Robert W. 20-1/2 FAO				
Gray, Harvey W. 20 NT				
Bond, Emery D. 19 NT				
Griffin, L.E. 18-1/2 NT				
Pierce, Billy J. 18 NT				
Turner, James 17-1/2 NT				
Snowden, William P. 16 NT				
Horan, Donald 15-1/2 NT				
McPherson, Steve E. 15 INC				
Rayburn, Glennis W. 14 NT				
Fletcher, Earnest L. 13-1/2 NT				

DESTRUCTION SHEET NO: 3

INSTRUCTIONS:
1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.
6. INDICATE L-1237 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK UP

DUP 0913558

DU 030224

J# 10322 REV 5-74

DUPONT **RECORDS STORAGE LIST**
HALL OF RECORDS

ISSUED BY: TRENE ANDERSON - IC 13
APPROVED BY:

RECORDS TITLE – SEE RECORDS DESTRUCTION SCHEDULE: INJURY RECORDS - MAJOR/SUBMAJOR
RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1990
DEPARTMENT: ENGINEERING
DIVISION OR SECTION: CONSTRUCTION SAFETY OFFICE

DATE 11/21/80

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
DE LISLE CONSTRUCTION - CORRESPONDENCE Cont/d				
✓Cutrer, Marshall D. PL # 13 NT				
✓Boyd, Elmer A. 11 NMC				
✓Reynolds, Carl O. 10 NT				
✓Williams, Clifton R. 9 NMC				
FAYETTEVILLE CONSTRUCTION - CORRESPONDENCE - 1978				
✓Haynes, Howard PL # 2 NT				
MEYDOWN CONSTRUCTION - CORRESPONDENCE - 1978				
Derges, Henry Thos. PI # 1				
HOUSTON CONSTRUCTION - CORRESPONDENCE - 1976-1977				
Herbert, Donald F. PL # 58-4/7 NMC				
✓Castilla, Cruz G. 58-1/7 NT				
✓Maloy, Andrew C. 57 NT				
✓Green, Daniel F. 57-5/7 NT				
Taylor, Timothy 58-3/7 NMC				
Anderson, Larry J. 58-2/7 NMC				
CABINE RIVER CONSTRUCTION - CORRESPONDENCE - 1971-1977				
✓Wilson, John H. PL # 80 NT				
Vincent, Jerry 66 NT				
✓Turner, W.F. 65-9/16 FAO				
✓Papillion, Ruby Ann 129 NT				
✓Bates, John L. 52-1/4 FAO				

INSTRUCTIONS.

1 List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2 "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3 Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4 Send Instal to arrive at Hall of Records at least TWO DAYS before cartons.
5 Call Hall of Records (Ext. 6133) for assistance if needed.
6 INDICATE _____ OF CARTONS LISTED IF HALL OF RECORDS LOCATION ROOM NUMBER IS TO ARRANGE FOR PICK-UP

DUP 0913559

DESTRUCTION SHEET NO. 4

DU 030225

DUPONT **RECORDS STORAGE LIST**
HALL OF RECORDS

ISSUED BY: IRENE ANDERSON - IC13
APPROVED BY: MARION RITZENDOLLAR
DATE: 3/16/79

RECORDS TITLE – SEE RECORDS DESTRUCTION SCHEDULE: INJURY - RECORDS - MAJOR/SUB-MAJOR
RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1988
DEPARTMENT: ENGINEERING
DIVISION OR SECTION: CONSTRUCTION

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER (To be completed by Hall of Records)
OSHA 1971-1972	1969	1977	23352	[redacted]
OSHA 1973-1974-1975				
COOPER RIVER				
Jones, J. M. - PL #1 SM				
West, Clemons - PL #2 MT				
Phillips, E.L. - PL #3 MT				
Baltz, James A. - PL #5 MT				
King, Kenneth R. - PL #5-1/2 FAO				
Smith, James R. - PL #6 TAB MAJOR				
Metts, Marion E. - PL #7 FAO				
Jordan, W. W. - PL #8 FAO				
Haggerty, W. R. - PL #9 MT				
Player, Poland W. - PL #10 MT				
Gibbs, Anthony - PL #12-1/2 TAB MAJOR OTHER				
Craven, James A. - PL #14 FAO				
Harris, John U. - PL #17 SM				
Spencer, David E. - PL #18 LS TAB MAJOR				
Godwin, Randell - PL #22-1/4 FAO				
Cain, Jeffrey T. - PL #27 SM				
Matthews, Ronald D. - PL #22-1/2 FAO				
Lyons, William O. - PL #23-1/4 FAO				
Jones, Carroll D. - PL #23-1/2 FAO				
Bybee, Larry T. - PL #28-1/2 FAO				
Stack, Leland A., Jr. - PL #32 SM				
Joyner, Jack E. - PL #34-1/2 MT				
Peagler, William M. - PL #34 MT				
Roberts, Roy A. - PL #36 MT				
Dukes, George K. - PL #37-1/2 FAO				
Stocks, Ronald L. - PL #38 RWC				
Antley, Francis S. - PL #40 FAO				
CORPUS CHRISTI CONSTRUCTION				
Correspondence 1974-1975-1976				
Mayberry, Paul L. - PL #5 TAB MAJOR				
Adame, Amado - PL #7 TAB MAJOR LUMP SUM				

DESTRUCTION SHEET NO. 1

INSTRUCTIONS

1. Only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 61339 for assistance if needed.

DUP 0913560

6. INDICATE L-1234 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP

DU 030226

DUPONT **RECORDS STORAGE LIST**
HALL OF RECORDS

ISSUED BY: IRENE ANDERSON - IC13
APPROVED BY: MARION RITZENDOLLAR

RECORDS TITLE – SEE RECORDS DESTRUCTION SCHEDULE: INJURY - RECORDS - MAJOR/SUB-MAJOR
RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1988
DEPARTMENT: ENGINEERING
DIVISION OR SECTION: CONSTRUCTION
DATE: 2/16/79

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
CORPUS CHRISTI - Cont'd.	1969	1977	23352	[redacted]
Smith, G. - PL #11 TAB MAJOR				
Welch, Morris E. - PL #12 TAB MAJOR				
Dalton, Lloyd E. - PL #13 TAB MAJOR LUMP SUM				
Allen, Comer - PL #14 SM LUMP SUM				
Irwin, James D. - PL #16 TAB MAJOR				
Fuentes, E. B. - PL #17 NT				
Weigelt, Lawrence W. - PL #20 TAB MAJOR				
Macias, Ralph - PL #20-1/2 NT				
Martinez, Guadlupe A. - PL #22 NT				
Wininger, Dennis E. - PL #23 FAO				
Luna, John F. - PL #24-1/2 NT				
Glimp, Guy E. - PL #25 OTHER - TAB MAJOR				
Owens, Wilton J. - PL #26 FAO				
Mayer, James I. - PL #27 NT				
Obschleager, Harley A. - PL #28 SM				
McDonald, Edgar L. - PL #29 NT				
Williams, Roy L. - PL #30-1/4 NT				
McPeak, Johnny E. - PL #30-1/2 NT				
Acuna, Oscar - PL #33 FAO				
McPeak, Johnny E. - PL #33-1/2 NT				
Aleman, Richard H. - PL #33-3/4 NT				
Short, Edwart E. - PL #33-7/8 NT				
Rodriquez, Louis C. - PL #35 NT				
Hunt, William T. - PL #36 NT				
Spence, D. W. - PL #36-1/2 NT				
Mejian, H. D. - PL #38-1/2 FAO				
FAYETTEVILLE CONSTRUCTION				
Correspondence - 1973-1974-1975				
Loss Control Reports				
Mitchell, Norman C. - PL #1 NT				
FLORENCE CONSTRUCTION				
Correspondence - 1973-1974-1975				
Gause, Turman D. - PL #22-1/2 NT				

DESTRUCTION SHEET NO. 2

INSTRUCTIONS.

1 Only Records with the same "RECORD TITLE" and "RETENTION PERIOD"
2 "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3 Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4 Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5 Call Hall of Records (Ext. 6133) for assistance if needed.
6 INDICATE L-1234 (LOCATION/ROOM NO.) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DUP 0913561

DU 030227

P 10322 REV 5 74

DUPONT **RECORDS STORAGE LIST**
HALL OF RECORDS

ISSUED BY: IRENE ANDERSON - TC13
APPROVED BY: MARION RITZENDOLLAR

RECORDS TITLE - SEE RECORDS DESTRUCTION SCHEDULE: INJURY - RECORDS - MAJOR/SUB-MAJOR
RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1988
DEPARTMENT: ENGINEERING
DIVISION OR SECTION: CONSTRUCTION

DATE 2/16/79

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
HOUSTON CONSTRUCTION	1969	1977	23352	[redacted]
Correspondence - 1973-1974-1975				
Powle, Robert C. - PL #16-1/2 NT				
Stoneham, William B. - PL #20-1/4 NT				
Bradley, James - PL #40-1/2 NT				
Davila, Eddie - PL #49 TAB MAJOR				
Smart, Frankie E. - PL #52 NT				
Phillips, Larry L. - PL #53 SM				
Jones, Perrell L. - PL #53-1/2 NT				
Williams, Den - PL #54 SM				
Moore, Richard F. - PL #55 NT				
Walker, James M. - PL #56 TAB MAJOR				
Alvarez, Salvadar T. - PL #58 NT				
ANSONVILLE CONSTRUCTION				
Correspondence 1973-1974-1975				
Loss Control Reports				
Langford, Zell, Jr. - PL #17 FAO				
Tarkington, L.C. - PL #18-1/2 NT				
Ayers, Fred L. - PL #23 NT				
Nichols, C. W. - PL #25 NT				
Tarkington, L.C. - PL #26 SM				
KINSTON CONSTRUCTION				
Correspondence - 1973-1974-1975				
Thompson, Floyd - PL #34 FAO				
Thompkins, William - PL #36 TAB MAJOR				
Mills, Alton Lee - PL #37 NT				
LOUISVILLE CONSTRUCTION				
Mullins, Allan M. - PL #18 TAB MAJOR				
Collins, Frank J. - PL #19 SM				
NAV CONSTRUCTION - Correspondence - 1973-1974-1975				

DESTRUCTION SHEET NO. 3

INSTRUCTIONS.
1. Only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three sheets WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.

DUP 0913562

6. INDICATE L-1234 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DU 030228

10322 REV 5-74

DUPONT **RECORDS STORAGE LIST**
HALL OF RECORDS

ISSUED BY: IRENE ANDERSON - IC13
APPROVED BY: MARION RITZENDOLLAR

RECORDS TITLE – SEE RECORDS DESTRUCTION SCHEDULE: INJURY - RECORDS - MAJOR/SUB-MAJOR
RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1988
DEPARTMENT: ENGINEERING
DIVISION OR SECTION: CONSTRUCTION
DATE 2/16/79

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
OLD HICKORY CONSTRUCTION	1969	1977	23352	[redacted]
Correspondence - 1973-1974-1975				
PONTCHARTRAIN CONSTRUCTION				
C. H. Marthet - Portfolio file Marthet, C. H., Sr. - PI #4 - TAB MAJOR				
SAVANNAH RIVER CONSTRUCTION Correspondence - 1973-1974-1975				
WAYNESBORO CONSTRUCTION Correspondence - 1973-1974-1975				
WILMINGTON SHOPS Correspondence - 1970-1971-1972 Correspondence - 1973-1974-1975				

DESTRUCTION SHEET NO: 4

INSTRUCTIONS

1. Only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.

DUP 0913563

6. INDICATE L-1234 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK UP.

DU 030229

0322 REV. 3-74

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

ISSUED BY: IRENE ANDERSON - IC13

APPROVED BY:

RECORDS TITLE - SEE RECORDS DESTRUCTION SCHEDULE: INJURY RECORDS - MAJOR/SUB MAJOR

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1982

DEPARTMENT: ENGINEERING

DIVISION OR SECTION: CONSTRUCTION

DATE: 10/27/78

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER (To be completed by Hall of Records)
	1970	1976	22453	
ALBANY SHOPS - CORRESPONDENCE - 1975 - 1976				
Wood, Michael J. - PL #4 NT				
Harris, C. W. - PL #4-1/4 NT				
Edwards, H. D. - PL #4-1/2 NT				
Buckhalter, D. J. - PL #5 TAB MAJOR				
Carrington, D. R. - PL #7 NT				
Sterling, Doreen L. - PL #8 NT				
Jones, Edward - PL #9 NT				
BEAUMONT CONSTRUCTION - CORRESPONDENCE 1973 - 1974 - 1975				
Johnson, Ivan C. - PL #29-3/8 NT				
Armstrong - Bonin - Boyd - Calcote - Hall - Haywood - Henry - Jeanise - Landry - Marze - Nolan - Shepard - Smith - Williams - PL #30A-N NT				
Haines, G. D. - PL #35-1/4 NT				
Palermo, August J. - PL #35-3/4 FAO				
Kirkland, Calvin C. - PL #36-1/2 NT				
Haines, G. D. - PL #38-1/4 NT				
Files, O. J. - PL #38-1/2 FAO				
Milner, R. T. - PL #40 NT				
Blanchette, C. A. - PL #40-1/4 NT				
Kirkland, James H. - PL #40-1/2 NT				
Myers, M. - PL #43 - SM				
Patranella, G. R. - PL #45-1/2 FAO				
Craig, Jr. C. - Jr. - PL #46 NT				
Henderson, A. T. - PL #47-1/2 NT				
Dean, F. B. - PL #49 NT				
York, C. D. - PL #50 FAO				
Smith, J. G. - PL #51 NT				
Turner, Russell S. - PL #51-1/2 NT				
Lockhart, E. - PL #52 NT				
Louviere, Navys J. - PL #54-1/2 FAO				
Rodgers, Richard G. - PL #55 FAO				
Little, M. W. - PL #56 NT				
King, Joseph D. - PL #57 FAO				

DESTRUCTION SHEET NO: 1

INSTRUCTIONS:

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARTONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.
6. INDICATE _____ (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS TO ARRANGE FOR PICK UP

DUP 0913564

DU 030230

F 10022 REV 5-74

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

ISSUED BY: IRENE ANDERSON - IC13

APPROVED BY:

RECORDS TITLE - SEE RECORDS DESTRUCTION SCHEDULE: INJURY RECORDS - MAJOR/SUB MAJOR

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1987

DEPARTMENT: ENGINEERING

DIVISION OR SECTION: CONSTRUCTION

DATE: 10/27/78

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER (To be completed by Hall of Records)
BEAUMONT CONSTRUCTION - Cont'd.				
Leal, P. - PL #57-1/2 NT				
Nicholson, Fred D. - PL #59 FAO				
Duncan, Obie R. - PL #59-1/2 NT				
Harrington, Charles L. - PL #60-1/2 FAO				
Knost, Robert A. - PL #60-3/4 NT				
Faulk, John H. - PL #61-1/2 NT				
Hendricks, Richard J. - PL #66 NT				
Thibeault, Robert - PL #67-1/2 FAO				
Merrell, Kenneth L. - PL #68 TAB MAJOR				
DELLE CONSTRUCTION CORRESPONDENCE - 1974 - 1975 - 1976				
Mize, Jesse B. - PL #1 NT				
Davis, John L. - PL #2 TAB MAJOR				
Mazee, James A. - PL #3 NT				
Fannin, Melvin L. - PL #6 NT				
Galloway, R. J. - PL #11-1/2 NT				
Clark, Lester E. - PL #12-1/2 NT				
Case, C. J. - PL #14 NT				
Trull, [illegible] - PL #15 SM				
Fisher, [illegible] - PL #16 TAB MAJOR				
Gilbert, R. E. - PL #17 NT				
Kerr, [illegible] - PL #18 NT				
Sexton, James E. - PL #19 SM				
McGinn, Bobby Howard - PL #20 SM				
CAPE FEAR CORRESPONDENCE - 1973 - 1974 - 1975				
Mitchell, Cornelius - PL #6 SM				
Judson, Clinton H. - PL #9 TAB MAJOR				
File on Robert F. George - PL #1/2				
Collins, Ralph E. - PL #9 TAB MAJOR				
Bishop, Winford B. - PL #10-1/2 NT				
Harker, Thomas - PL #17 SM				
Salyer, Robert A. - PL #18-1/2 NT				
Ashburn, L. R. - PL #21 NT				
Long, Bugie O. - PL #38 NT				

DESTRUCTION SHEET NO. 2

INSTRUCTIONS:

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARTONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.

DUP 0913565

5 INDICATE _____ OF CARTONS LISTED IF HALL OF RECORDS
LOCATION/ROOM NUMBER

1

DU 030231

P 10322 REV. 5-74

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

ISSUED BY: IRENE ANDERSON - IC13

APPROVED BY:

RECORDS TITLE - SEE RECORDS DESTRUCTION SCHEDULE: INJURY RECORDS - MAJOR/SUB MAJOR

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): ~~1987~~

DEPARTMENT: ~~ENGINEERING~~

DIVISION OR SECTION: CONSTRUCTION

DATE ~~10/27/78~~

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORD CARTON NUMBER To be completed by Hall of Records
CAPE FEAR - Cont'd..				
~~Hunter, Arthur W.~~ - PL #30 TAB MAJOR				
Gregory, William J. - PL #30-1/2 FAO				
CORRESPONDENCE - CHAMBERS WORKS - 1973 - 1974 - 1975				
Smith, Cleveland G. - PL #1 - Minor Sub Major - Chambers Works				
Pasquale, Nicholas D. - PI 61-1/2 NT				
Remington, Arthur P. - PL #65-1/2 NT				
Williams, W. A., Sr. - PI #66 FAO				
MISCELLANEOUS CORRESPONDENCE - COOPER RIVER - 1973 - 1974 - 1975				
Martin, James B. - PL #11 NT				
Washington, Frank - PL #12 SM				
Kemmerlin, Ben D. - PL #13 NT				
Ackerman, E. B. - PL #17-1/2 NT				
Crawford, Francis M. - PL #18-1/2 NT				
Bonasoro, Peter (MRM) - PL #19 NT				
Vanderhorst, Robert H. - PL #20 SM				
Gaddy, Jerome L. - PL #21 NT				
Brewer, Joseph P. - PL #22 SM				
Gethers, Ralph Lee - PL #23 SM				
Register, Bill M - PL #25 SM				
Costin, Floyd M. - PL #26 NT				
Hydrick, Charles E. - PL #28 FAO				
Joyner, J. R. - PL #30 SM				
Moore, Ronald, Jr. - PL #30-1/2				
Haymans, James F. - PL #31 SM				
Turner, Philip G. - PL #33 NT				

DESTRUCTION SHEET NO. 3

INSTRUCTIONS:

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.
6. INDICATE _____ (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS

DUP 0913566

DU 030232

RECORDS STORAGE LIST

RECORDS TITLE: INJURY - RECORDS - MAJOR/SUB-MAJOR

RECORDS DESTRUCTION REVIEW DATE (SEE INSTRUCTION NO. 1): 1988

FROM: IRENE ANDERSON - IC13 | DIVISION OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

TO: HALL OF RECORDS | DATE: 7/20/77

DESCRIPTIVE TITLE AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
SEAFORD CONSTRUCTION	1969	1977	21445	
Hantske, P.M. - PL #6 NT				
Van Horn, John, Jr. - PL #11-1/2 FAO				
SENECA CONSTRUCTION				
Michels, William T. - PL #8 NT				
SPRUANCE CONSTRUCTION				
CORRESPONDENCE FOLDER - 1973-1974-1975				
UNCLASSIFIED INJURIES - R. R. Stewart (NO PL) Floyd W. Fox (PL #10) E. W. McNamara (PL #11)				
Weston, Willard, L. - PL #4-1/2 NT				
Parker, Eddie Lee - PL #9 NT				
Fox, Floyd W. - PL #13 NT				
Hancock, Clarence W. - PL #14 NT				
Taylor, James L. - PL #14-1/2 NT				
Ryan, Robert J. - PL #15 NT				
Owens, Everett C. - PL #16 NT				
Hall, Clinton E. - PL #17 SM				
Condrey, Raymond - PL #18 NT				
Oliver, Lewis W. - PL #19 SM				
Haynes, Arthur D. - PL #19-1/2 NT				
Dean, Randolph N. - PL #20 NT				
Moneyhun, Billy J. - PL #21 SM				
Seaborn, Charles V. - PL #22 NT				
Nobles, H. E. - PL #23 NT				
Turnes, Roy Rogers - PL #23-1/2 FAO				
Hobson, Leslie E. - PL #24 NT				
Woodcock, Lucas J. - PL #24-1/2 NT				
Stone, James Luther - PL #25 NT				
Woodcock, Melvin T. - PL #26 NT				
Henshaw, Charles R., Jr. - PL #27 NT				
Baker, Robert H. - PL #29 SM				
Stockner, John N. - PL #30 NT				
(CONT'D.)				

DESTRUCTION SHEET NO

INSTRUCTIONS

1. LIST ONLY RECORDS WITH THE SAME RECORD TITLE
2. RECORDS DESTRUCTION REVIEW DATE MUST BE SHOWN BEFORE RECORDS WILL BE ACCEPTED FOR STORAGE
3. SEND AT LEAST TWO COPIES WITH CARBONS TO HALL OF RECORDS. RETAIN PINK COPY UNTIL WHITE COPY IS RETURNED TO YOU WITH H/R CARTON NUMBERS
4. CALL HALL OF RECORDS EXT 6133 FOR ASSISTANCE IF NEEDED
5. SEND LISTS TO ARRIVE AT H/R AT LEAST TWO DAYS BEFORE CARTONS

INDICATE _____ OF CARTONS LISTED
(LOCATION WITHIN NUMBER)

DUP 0913567

DU 030233

RECORDS STORAGE LIST

RECORDS TITLE: INJURY - RECORDS - MAJOR/SUB-MAJOR

RECORDS DESTRUCT ON REVIEW DATE (SEE INSTRUCTION NO. 1)

FROM: NAME: IRENE ANDERSON - IC13 | DIVISION OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

TO HALL OF RECORDS | DATE: 7/20/77

DESCRIPTIVE TITLE AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
TECUMSEH CONSTRUCTION	1969	1977	21445	
LOSS CONTROL REPORTS - TECUMSEH CONSTR.				
Brooks, Lavern H. - PL #2 SM				
Wiltfong, George D. - PL #3 SM				
VICTORIA CONSTRUCTION				
Tyler, Russell G. - PL #21 TAB - OTHER				
Coburn, C.W. - PL #29 LS - TAB				
Boyd, N. A. - PL #32 NT				
Ramirez, Arnulfo - PL #36 FAO				
Figuerova, Rudy - PL #38 NT				
Shumake, Galen E. - PL #39 NT				
Kingston, T. O. - PL #40 NT				
Barnes, Roy E. - PL #42 NT				
Powell, Henry - PL #43 NT				
Hoddye, Alvin - PL #43-1/2 FAO				
Lott, Ronald, A. - PL #48 NT				
Tomasich, Warren, Jr. - PL #49 - SM				
Garcia, Juan, Jr. - PL #50 - SM				
Castillo, Jesse C. - PL #51 - SM				
Mendez, Frank C. - PL #52 NT				
Pena, Eutimio H. - PL #55 SM				
Rubio, Isabel P. - PL #55-1/32 NT				
Hernandez, Frank V. - PL #55-1/16 FAO				
Rubio, Isabel P. - PL #55-1/8 SM				
Rodriguez, Benito - PL #55-1/2 NT				
Ritchie, Michael S. - PL #56 NT				
Valenzuela, Senovio - PL #57 TAB MAJOR				
Brasher, Terry E. - PL #58 NT				
Garner, Sylvester R. - PL #58-1/2 FAO				
Goehring, Raymond P. - PL #59 SM				
Medina, George J. - PL #59-1/2 NT				
Mendez, Frank C. - PL #61 TAB MAJOR				
Crowell, Dempsey G. - PL #62 NT				
Alvarez, Onesimo G. - PL #62-1/4 NT				
Vandall, Joseph W. - PL #62-1/2 FAO				
Young, Glen R. - PL #63 NT				

DESTRUCTION SHEET NO

INSTRUCTIONS

1. ALL RECORDS WITH THE SAME "RECORD TITLE"
2. RECORDS DESTRUCTION REVIEW DATE MUST BE SHOWN BEFORE RECORDS WILL BE ACCEPTED FOR STORAGE
3. SEND FIRST TWO COPIES WITH CARBONS TO HALL OF RECORDS. RETAIN PINK COPY UNTIL WHITE COPY IS RETURNED TO YOU WITH H/R CARTON NUMBERS
4. CALL HALL OF RECORDS EXT 6133, FOR ASSISTANCE IF NEEDED
5. SEND CTNS TO ARRIVE AT H/R AT LEAST TWO DAYS BEFORE CARTONS

DUP 0913568

INDICATE _____ OF CARTONS LISTED
LOCATION ROOM NUMBER

DU 030234

RECORDS STORAGE LIST

RECORDS TITLE: INJURY - RECORDS - MAJOR/SUB-MAJOR

RECORDS DESTRUCTION REVIEW DATE (SEE INSTRUCTION NO 1): 1988

FROM: NAME: IRENE ANDERSON - IC13 | DIVISION OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

TO: HALL OF RECORDS | DATE: 7/20/77

DESCRIPTIVE TITLE AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
VICTORIA CONSTRUCTION - Cont'd.)	1969	1977	21445	
McKinnerney, Floy G. - PL #64 - SM				
Martinez, Manual A. - PL #66 NT				
Lowery, Robert E. - PL #66-1/4 NT				
Dix, Michael O. - PL #66-1/2 NT				
Green, Albert L. - PL #67 NT				
Garza, Ralph G. - PL #69 NT				
Simek, Edward F. - PL #70 NT				
Pena, Raymond - PL #71 NT				
Morisak, Gilbert H. - PL #74 SM				
Lewis, Joe C. - PL #75 NT				
Armstrong, Leland S. - PL #78 NT				
Bates, Jeff D. PL #79 SM				
Guerra, Robert - PL #80-3/4 NT				
Dodds, Randy C. - PL #81 NT				
Valdez, Julian - PL #82 NT				
WASHINGTON WORKS CONSTRUCTION UNCLASSIFIED INJURIES				
SUB MAJORS - WASHINGTON WORKS				
Sims, Lawrence L. - PL #17 SM				
Donaldson, Charles L. - PL #18 NT				
Cunningham, E. Larry - PL #19 NT				
Barnwell, Wallace E. - PL #20 NT				
Blair, Paul F. - PL #22 MINOR - NT				
Norman, William H. - PL #23 NT				
McKibben, James C. - PL #24 SM				
Martin, Larry M. - PL #25 NT				
Steele, Robert - PL #26 SM				
Hamner, Edward L. - PL #27 TAB MAJOR				
Brown, Cleston R. - PL #28 TAB MAJOR				
Romine, Louie M. - PL #29 NT				
Colvin, Charles L. - PL #30 SM				
Anderson, C. E. - PL #30-1/2 NT				
Sutton, Fred - PL #31 SM				
Clark, James - PL #32 SM				
Colliver, Jack - PL #33 SM				

DESTRUCTION SHEET NO

INSTRUCTIONS

1. LIST ONLY RECORDS WITH THE SAME RECORD TITLE
2. RECORDS DESTRUCTION REVIEW DATE MUST BE SHOWN BEFORE RECORDS WILL BE ACCEPTED FOR STORAGE
3. SEND FIRST TWO COPIES WITH CARBONS TO HALL OF RECORDS. RETAIN PINK COPY UNTIL A WHITE COPY IS RETURNED TO YOU WITH H/R CARTON NUMBERS
4. CALL HALL OF RECORDS EXT 8133 FOR ASSISTANCE IF NEEDED.
5. SEND LISTING TO ARRIVE AT H/R AT LEAST TWO DAYS BEFORE CARTONS

INDICATE _____ (LOCATION WITHIN NUMBER) OF CARTONS LISTED

DUP 0913569

DU 030235

RECORDS STORAGE LIST

RECORDS TITLE: INJURY - RECORDS - MAJOR/SUB-MAJOR

RECORDS DESTRUCTION REVIEW DATE (SEE INSTRUCTION NO 1): 1988

FROM: NAME: IRENE ANDERSON - IC13 | TYPED ON OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

TO: HALL OF RECORDS | DATE: 7/20/77

DESCRIPTIVE TITLE AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
WASHINGTON WORKS CONSTRUCTION	1969	1977	21445	
Davis, Carroll D. - PL #34 SM				
Combs, E. C. - PL #35 SM				
Pack, Jack - PL #36 SM				
Wood, George Steven - PL #37 NT				
Desmond, Stephen Paul - PL #38 NT				
Chapman, Dewey Vernon - PL #39 NT				
WAYNESBORO CONSTRUCTION				
PL #1 - TAB MAJOR - Brown, Aubrey				
PL #2 - NT - Miller, Eric W.				
PL #3 - SM - Roberts, James E.				
PL #4 - NT - Rankin, Homer R.				
PL #5 - SM - Epps, A. D.				
PL #6 - SM - Cannon, Paul W.				
PL #14 - SM - Doyle, Bernice N.				
WILMINGTON AREA CONSTRUCTION				
Kolinski, Harry L. - PL #28 SM				
Andrews, E. A. - PL #23 SM				
Slavin, Elmer A. - PL #22 SM				
Lynch, Francis J. - PL #21 SM				
Pajerowski, Jos. J. - PL #20 NT				
Masten, George E., Sr. - PI #11				
Brown, Cabran G. - PI #12 TAB MAJOR				
UNCLASSIFIED INJURIES - WILM. AREA				
Clymer, K. E. - PL #35 NT				
Spittle, R. W. - PL #36 SM				
Munson, Samuel W. - PL #38 TAB MAJOR				
Collins, Lonnie - PL #40 TAB MAJOR				
Hazewski, J. J. - PL #41 SM				
Freeman, Richard L. - PL #42 NT				
Pierce, A. J. - PL #44 FAO				
Durand, C. B. - PL #46 SM				
Gelesh, George - PL #47 NT				

DESTRUCTION SHEET NO

INSTRUCTIONS

1. LIST RECORDS WITH THE SAME RECORD TITLE
2. RECORDS DESTRUCTION REVIEW DATE MUST BE SHOWN BEFORE RECORDS WILL BE ACCEPTED FOR STORAGE
3. SIGN AND SEND TWO COPIES WITH CARBONS TO HALL OF RECORDS. RETAIN PINK COPY UNTIL A WHITE COPY IS RETURNED TO YOU WITH H/R CARTON NUMBERS
4. CALL HALL OF RECORDS EXT 5133 FOR ANY CHANGE OR NEEDED
5. SEND LISTING TO ARRIVE AT H/R AT LEAST TWO DAYS BEFORE CARTONS

DUP 0913570

INDICATE _____ (LOCATION ROOM NUMBER) OF CARTONS LISTED

RECORDS STORAGE LIST

RECORDS TITLE: INJURY - RECORDS - MAJOR/SUB-MAJOR

RECORDS DESTRUCTION REVIEW DATE (SEE INSTRUCTION NO 1):

FROM: NAME: IRENE ANDERSON - IC13 | DIVISION OR SECTION: CONSTRUCTION | DEPT: ENGINEERING

TO: HALL OF RECORDS | DATE: 7/20/77

DESCRIPTIVE TITLE AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
WILMINGTON AREA CONSTRUCTION	1969	1977	21445	
Potts, Howard R. - PL #48 TAB MAJOR Schlor, C. J. - PL #50 TAB MAJOR Marz, John - PL #51 TAB MAJOR Czerwinski, Jesse F. - PL #52 SM Hoffman, Howard E. - PL #54 FAO				
WILMINGTON SHOPS CONSTRUCTION				
SUB-MAJORS - WILMINGTON SHOPS WYSOCKI, ALEX F. - PI #222 FAO				

DESTRUCTION SHEET NO

INSTRUCTIONS

1. LIST ONLY RECORDS WITH THE SAME RECORD TITLE
2. RECORDS DESTRUCTION REVIEW DATE MUST BE SHOWN BEFORE RECORDS WILL BE ACCEPTED FOR STORAGE
3. SEND FIRST TWO COPIES WITH CARBONS TO HALL OF RECORDS RETAIN PINK COPY UNTIL A WHITE COPY IS RETURNED TO YOU WITH H/R CARTON NUMBERS
4. CALL HALL OF RECORDS EXT 6133 FOR ASSISTANCE IF NEEDED
5. SEND LISTING TO ARRIVE AT H R AT LEAST TWO DAYS BEFORE CARTONS

6. INDICATE _____ OF CARTONS LISTED
LOCATION ROOM NUMBER

DUP 0913571

DU 030237

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUB-MAJOR

RECORDS DESTRUCTION DATE SEE INSTRUCTION NO. 2: 1988

FROM: NAME: IRBIE ANDERSON - IC13 | DIVISION OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

TO: HALL OF RECORDS | DATE: 4/26/77

DESCRIPTIVE TITLE AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
MEMPHIS CONSTRUCTION - 1975-1976	1969	1976	21444	
Presley, Richard - PL #19 SM				
Summitt, Roy J. - PL #24 NT				
Quinn, John - PL #27 NT				
OLD HICKORY CONSTRUCTION - 1969-1976				
FOLDER - UNCLASSIFIED INJURIES - OLD HICKORY				
FOLDER - SUB-MAJORS - OLD HICKORY				
Dunn, Clifford N. - PL #29 TAB - OTHER CONTR.				
Burnham, Buford M. - PL #30 - SM				
Tomlinson, James H. - PL #31 - SM				
Branch, Roger C. - PL #37 - TAB MAJOR				
Sloan, J. E. - PL #38 - NT				
Burnham, Burford. - PL #39 - NT				
Parish, Russell D. - PL #41-1/2 NT				
Nixon, B. P. - PL #43 - FAO				
Burnett, J. T. - PL #47 - NT				
Bailey, J.A. - PL #50 - TAB MAJOR				
Pigg, Norman - PL #51 - NT				
Gilbert, William - PL #52 - SM				
Lancaster, W. Virgil - PL #53 - SM				
Dever, Richard L. - PL #54 - NT				
Hager, Thomas P. - PL #55 - SM				
Duncan, Ezra L. - PL #56 - SM				
Ridings, W. H. - PL #57 - TAB MAJOR				
Fulbright, Maurice - PL #59 - SM				
Hall, Doyle - PL #60 - NT				
Anderson, H. P. - PL #61 - NT				
English, L. L. - PL #62 - SM				
Boyd, A. R. - PL #64 - SM				
PONTCHARTRAIN CONSTRUCTION - 1970 - 1975				
Chestnut, Roy V. - PL #1 - NT				
Chenier, L. P. - PL #2 - NT				
Hambrick, T. - PL #3-A - MAJOR (OTHER)				
Pardo, A. - PL #3-B - MAJOR (OTHER)				

(Cont'd.

INSTRUCTIONS

1. LIST ON 2 RECORDS WITH THE SAME RECORD TITLE AND RETENTION PERIOD
2. RECORDS DESTRUCTION DATE MUST BE AT LEAST 1 YEAR BEFORE RECORDS WILL BE ACCEPTED FOR STORAGE.
3. SEND LIST(S) TO HALL OF RECORDS WITH CARBONS. RETAIN PINK COPY UNTIL WHITE COPY IS RETURNED TO YOU WITH H/R ACCESSION NUMBERS
4. SEND LIST(S) TO H/R AT LEAST TWO DAYS BEFORE CARTONS ARRIVE
5. CALL HALL OF RECORDS EXT 81331 TO ARRANGE FOR PICK UP

DESTRUCTION SHEET NO

DUP 0913572

6. INDICATE OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK UP

DU 030238

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUB-MAJOR

RECORDS DESTRUCTION REVIEW DATE (SEE INSTRUCTION NO 1): 1988

FROM: NAME: IRENE ANDERSON - IC13 | DIVISION OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

TO HALL OF RECORDS | DATE: 4/26/77

DESCRIPTIVE TITLE AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	HR CARTON NUMBER
PONTCHARTRAIN CONSTRUCTION - 1970 - 1975 - Cont'd.	1969	1976	21444	
Anthony, Leonard S. - PL #6 - FAO				
Angalone, Dale L. - PL #8 - SM				
Hem, Billy Allen - PL #9 - SM				
Gregory, Jimmy W. - PL #11 - MT				
SABINE RIVER CONSTRUCTION - 1969 - 1976				
Hood, Hollice B. - PL #56 - SM				
Hamilton, Loyd G. - PL #37 - SM				
Outland, B. H., Sr. - PL #37-1/4 - TAB MAJOR				
Stevenson, Shelvy W., Jr. - PL #37-3/8 TAB MAJ.				
Haynes, Joette E. - PL #37-1/2 - FAO				
Brown, Jack B. - PL #37-7/8 - FAO				
Byers, Robert L. - PL #37-3/4 - FAO				
Lockhart, Ellis B. - PL #39-1/2 MT				
Buckcom, L. M. - PL #42 - SM				
Roberts, Carey E. - PL #51 - SM				
Henderson, Lester F. - PL #54 - TAB MAJOR				
LaCroix, W.P. - PL #59-1/2 - FAO				
Richard, Allen L. - PL #60 - TAB MAJOR				
Taylor, Willie C. - PL #62 - FAO				
Ford, G. D. - PL #62-1/2 - MT				
Brown, G. H. - PL #63-1/4 - MT				
Boulet, B. L. - PL #63-1/2 - FAO				
Neville, Amos - PL #64 - MT				
Bell, B. D - PL #65 - MT				
Williams, R. E. - PL #65-1/2 MT				
Ledet, David - PL #65-7/8 - SM-FAO				
Skinner, Oscar B. - PL #67-5/16 - FAO				
Slack, Leroy P. - PL #67-3/8 - TAB MAJOR				
Browning, C. P. - PL #68 - MT				
Whitmire, William A. - PL #68-1/2 MT				
Byers, P. L. - PL #70 - MT				
Jackson, W. S. - PL #71 - SM				
Wilson, Clyde H. - PL #72 - SM				
Spears, B. E., Sr. - PL #75 - SM - RECLASSIFIED TAB MAJOR				

DESTRUCTION SHEET NO

INSTRUCTIONS

1. LIST ONLY RECORDS WITH THE SAME RECORD TITLE
2. RECORDS DESTRUCTION REVIEW DATE MUST BE SHOWN BEFORE RECORDS WILL BE ACCEPTED FOR STORAGE.
3. SEND FIRST TWO COPIES WITH CARBONS TO HALL OF RECORDS RETAIN PINK COPY UNTIL A WHITE COPY IS RETURNED TO YOU WITH H R CARTON NUMBERS
4. CALL HALL OF RECORDS EXT 6133 FOR ASSISTANCE IF NEEDED
5. SEND LISTS TO ARRIVE AT H R AT LEAST TWO DAYS BEFORE CARTONS
6. INDICATE _____ OF CARTONS LISTED
(LOCATION ROOM NUMBER)

DUP 0913573

DU 030239

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUB-MAJOR

RECORDS DESTRUCT ON REVIEW DATE (SEE INSTRUCTION NO. 1): 1988

FROM: NAME: IRENE ANDERSON - IC13 | DIVISION OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

TO HALL OF RECORDS | DATE: 4/26/77

DESCRIPTIVE TITLE AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
SABINE RIVER CONSTRUCTION - 1969 - 1975 - Cont'd.	1969	1976	21444	
Schrimsher, John J. - PL #78-1/2 - FAO				
Papillion, Robert B. - PL #75-1/2 - NT				
LeBlanc, James P. - PL #76-1/2 - FAO				
Contreras, J. R. - PL #77 - SM				
Iglehart, E. U. - PL #78 - SM				
Milton, Jerry D. - PL #79 - NT				
Thomas, A. C. - PL #79-1/2 - NT				
Jolivette, John - PL #80-1/4 - NT				
Fabian, Norris B. - PL #80-1/2 - FAO				
Savoy, Joseph R. - PL #82 - FAO				
Statum, Charles R. - PL #83 - NT				
Thompson, Roger E. - PL #84 - NT				
Wiltz, Wilmer - PL #85 - FAO				
Kelly, Leroy J. - PL #85-1/4 - FAO				
Tucker, James H. - PL #85-1/2 - NT				
Shipley, Aubrey L. - PL #86 - SM				
Conner, Hollis - PL #87 - TAB MAJOR				
Mansfield, Tommy Ray - PL #87-1/2 - NT				
Weatherholtz, Robert M. - PL #89 - NT				
Hardy, Joseph E. - PL #90 - NT				
Stewart, Sidney W., Jr. - PL #91 - NT				
Hinson, Robert, Jr. - PL #93 - NT				
Carr, Comer, Jr. - PL #93-1/2 - NT				
Roberts, Floyd K. - PL #94 - NT				
Romero, Harold L. - PL #95 - SM				
Dupuy, J. J. - PL #95-1/2 - FAO				
Campbell, Edward T. - PL #97 - FAO				
LaCroix, W. P. - PL #99 - NT				
Mation, Jesse W., Sr. - PL #100 - TAB MAJOR				
Chiasson, Thomas M. - PL #101 - SM				
Goodman, Floyd L. - PL #103 - SM				
Thorne, W. W. - PL #104 - SM				
Linscomb, Elaine C. - PL #105-1/2 - FAO				
Granger, Raymond A. - PL #106 - FAO				
Trumble, James E. - PL #107 - FAO				
Taylor, Willie C. - PL #108 - FAO				

DESTRUCTION SHEET NO

INSTRUCTIONS

1. LIST ONLY RECORDS WITH THE SAME RECORD TITLE
2. RECORDS DESTRUCTION REVIEW DATE MUST BE KNOWN BEFORE RECORDS WILL BE ACCEPTED FOR STORAGE
3. SEND FIRST TWO COPIES WITH CARBONS TO HALL OF RECORDS. RETAIN PINK COPY UNTIL A WHITE COPY IS RETURNED TO YOU WITH H/R CARTON NUMBERS
4. CALL HALL OF RECORDS EXT 6133 FOR ASSISTANCE IF NEEDED
5. SCHEDULE TO ARRIVE AT H/R AT LEAST TWO DAYS BEFORE CARTONS

DUP 0913574

6. INDICATE _____ OF CARTONS LISTED.
LOCATION ROOM NUMBER

DU 030240

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUB-MAJOR

RECORDS DESTRUCTION REVIEW DATE (SEE INSTRUCTION NO. 3): 1988

FROM: NAME: IRENE ANDERSON - IC13 | DIVISION OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

TO: HALL OF RECORDS | DATE: 4/26/77

DESCRIPTIVE TITLE AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
SABINE RIVER CONSTRUCTION - 1969 - 1976 - Cont'd.	1969	1976	21444	
Sonnier, Joseph L. - PL #109 - SM				
Thompson, Brent - PL #110 - SM				
Hagnas, L. H. - PL #111 - NT				
Gorry, J. P. - PL #111-1/2 - NT				
Barnett, Wilbur A. - PL #111-1/16 - NT				
Cappel, T. C. - PL #111-3/4 - NT				
Hedstrom, Robert W. -PL #113-NT				
Tillman, C. A. - PL #114 - SM				
Boudreaux, J. W. - PL #116 - SM				
Head, Danny R. - PL #117 - SM				
SEAFORD CONSTRUCTION - 1972 - 1976				
FOLDER - SUB-MAJORS - SEAFORD				
UNCLASSIFIED INJURIES - SEAFORD				
Curlett, John J. - PL #1 - SM				
Bruce, Wharton J. - PL #2 - TAB MAJOR				
Richardson, L. R. - PL #4 - FAO				
Kost, Dean G. - PL #9 - SM				
Mudry, N. J. - PL #9-1/2 FAO				
Smullen, Donald L. - PL #10 - TAB MAJOR				
Mills, Samuel H. - PL #13 - NT				
Diltz, R. J. - PL #18 - SM				
Couch, J. M. - PL #19 - SM				
Groton, E. T. - PL #20 - SM				
Boyd, W. R., Jr. - PL #21 - SM				
SENECA CONSTRUCTION - 1973 - 1976				
Watters, H. S. - PL #1 - FAO				
Weddington, Eugene - PL #4 - NT				
De Francesco, John W. - PL #6 - NT				
Holmes, Larry M. - PL #7 - FAO				
Mustered, Larry Dean - PL #9 - FAO				
Janko, Albert - PL #11 - NT				

DESTRUCTION SHEET NO

INSTRUCTIONS

1. LIST ALL RECORDS WITH THE SAME RECORD TITLE
2. RECORDS DESTRUCTION REVIEW DATE MUST BE SHOWN BEFORE RECORDS WILL BE ACCEPTED FOR STORAGE
3. SEND FIRST TWO COPIES WITH CARBONS TO HALL OF RECORDS. RETAIN PINK COPY UNTIL A WHITE COPY IS RETURNED TO YOU WITH H/R CARTON NUMBERS
4. CALL HALL OF RECORDS EXT 6133 FOR ASSISTANCE IF NEEDED
5. SEND LIST TO ARRIVE AT H/R AT LEAST TWO DAYS BEFORE CARTONS

DUP 0913575

INDICATE _____ OF CARTONS LISTED
(LOCATION/ROOM NUMBER)

DU 030241

...2322 REV. 5-74

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

ISSUED BY: IRENE ANDERSON - IC 13

APPROVED BY: MARION RITTENHOLLAR

RECORDS TITLE - SEE RECORDS DESTRUCTION SCHEDULE: INJURY RECORDS - MAJOR/SUB-MAJOR

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1987

DEPARTMENT: ENGINEERING

DIVISION OR SECTION: CONSTRUCTION - SAFETY OFFICE

DATE: 9/8/76

DETAILED LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. CENTRICATION NUMBER	HALL OF RECORD CARTON NUMBER (To be completed by Hall of Records)
ASBESTOS SAMPLING (Dust Sampling Studies) - 1968-1975	1968	1975	21296	
ALBANY SHOPS - 1973-1975				
Roberts, E. C. - PL #1 TAR MAJOR				
Robinson, Willie B. - PL #2 MT				
Fannin, E. C. - PL #3 MT				
Johnson, John - PL #6 SM				
BEADMONT CONSTRUCTION - 1969-1975				
BADGER INJURIES - BEADMONT CONSTRUCTION				
SUB-MAJORS - BEADMONT CONSTRUCTION				
Glasel Roy Hein - 9/23/69				
Darse W. Knight - 3/27/70				
Corrigan, Ernest L. - PL #17-1/2 MT				
Champagne, Aria - PL #18 SM				
Smith, Albert S. - PL 18-1/4 FMO				
Ingo, Rufus H. - PL #18-1/2 MT				
Dixon, Thomas W. - PL #19 SM				
Guidry, Fred - PL #20 SM				
Forse, P. A. - PL #21 MT				
Dean, Earl G. - PL #22 MT				
Oberholz, E. E. - PL #23 MT				
Loftin, Donald L. - PL #26 MT				
Austin, Grover F. - PL #29-1/4				
Ware, Van E. - PL #29-1/2 MT				
Graves, Elton L. - PL #29-3/4 MT				
Bruce, John T. - PL #35 MT				
Kay, R. L. - PL #36 MT - [illegible]				
Tilman, G. E. - PL #37 SM				
Carrier, L. C. - PL #37-1/2 MT				
Sanders, Henry - PL #38 MT				
Pontnou, Everett L. - PL #38-3/4 MT				
Carrier, L. C. - PL #39 MT				

DESTRUCTION SHEET NO.

INSTRUCTIONS.

1. Only Records with the same "RECORD TITLE" and "RETENTION PERIOD"
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.

DUP 0913576

6. INDICATE _____ OF CARTONS LISTED IF HALL OF RECORDS
LOCATION/ROOM NUMBER
IS TO ARRANGE FOR PICK UP

DU 030242

0372 RE / 5 74

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

ISSUED BY: IRENE ANDERSON - IC 13

APPROVED BY: MARION RITTENDOLLAR

RECORDS TITLE - SEE RECORDS DESTRUCTION SCHEDULE: INJURY RECORDS - MAJOR/SUB-MAJOR

RECORDS DESTRUCTION DATE SEE INSTRUCTION NO. 2): 1987

DEPARTMENT: ENGINEERING

DIVISION OR SECTION: CONSTRUCTION - SAFETY OFFICE

DATE: 9/8/76

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
BEAUMONT CONSTRUCTION - 1969-1975 (Cont.)	1968	1976	21296	
Jamison, J. D. - FL #41 SM				
Carey, A. - FL #42 SM				
Martin, J., JR. - FL #44-1/2 MT				
Cremer, J. D. - FL #45 SM				
Smith, Raymond C. - FL #47 MT				
BELLE CONSTRUCTION - 1970-1975				
SUB-MAJORS D. E. Gillenwater				
Smith, Thomas O. - PI #1-1/2 MT				
Fenley, Charles W. - PI #2 TAB				
Burchett, Howard E. - FL #1 MT				
Hoffman, William David - FL #2 SM				
Cross, Erwin E. - FL #3 MT				
Legg, John R. - FL #4 SM				
Koch, Otto K., Jr. - FL #5 SM				
BERVARD CONSTRUCTION - 1973-1976				
Campbell, J. C. - FL #6 SM				
Parker, John W. - FL #10 SM				
Shuffler, H. P. - FL #10-1/4 MT				
Fletcher, D. E. - FL #10-1/2 MT				
Lowes, W. E. - FL #11 FAO				
McNeal, J. B. - FL #12 SM				
Taylor, E. C. - FL #13 MT				
Tucker, E. A. - FL #13-1/2 MT				
CAPE FEAR CONSTRUCTION - 1972-1974				
Harden, James B. - FL #10 TAB				
Lowe, Jerry G. - FL #11 TAB				
Moryan, J. C. - FL #14 FAO				
Brinson, John D. - FL #16 MT				

DESTRUCTION SHEET NO.

INSTRUCTIONS.

1. Only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.

DUP 0913577

6. INDICATE _____ OF CARTONS LISTED IF HALL OF RECORDS
LOCATION/ROOM NUMBER

7. TO ARRANGE FOR PICK UP

DU 030243

9-0022 REV 5-74

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

ISSUED BY: DEBBIE ANDERSON - IC 13

APPROVED BY: MARION RITZENDOLLAR

RECORDS TITLE - SEE RECORDS DESTRUCTION SCHEDULE: INJURY RECORDS - MAJOR/SUB-MAJOR

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1987

DEPARTMENT: ENGINEERING

DIVISION OR SECTION: CONSTRUCTION - SAFETY OFFICE

DATE: 9/8/76

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER (To be completed by Hall of Records)
CAPE FEAR CONSTRUCTION - 1972-1974 (Cont.)	1968	1976	21296	
Smith, Daniel W. - PL #18 SM				
Mercer, P. S. - PL #18-1/2 MT				
Robbins, George D. - PL #20 FAO				
Todd, Charleston - PL #20-1/2 MT				
Gibson, James V. - PL #22 SM				
Bryan, Willardene - PL #23 SM				
Worrell, Willard - PL #24 FAO - SM				
Register, C. E. - PL #25 - FAO Reclass. TAB MAJOR				
Weaver, J. M. - PL #26 SM				
Long, James T. - PL #29 FAO				
CLINTON CONSTRUCTION - 1968-1975				
Price, M. K.				
Kraus, Marvin - PL #1 Minor				
Santee, George E. - PL #2 SM				
UNCLASSIFIED INJURIES - COLUMBUS REGIONAL SHOPS - 1968				
COOPER RIVER CONSTRUCTION - 1975				
Martin, Tommy - PL #10-1/2 FAO				
Murphy, Clyde W. - PL #15 SM				
Yarborough, Fred M. - PL #16 SM				
CORPUS CHRISTI CONSTRUCTION - 1972-1976				
Jackson, Andrew, Jr. - PL #4 TAB				
Flanigan, R. E. - PL #11-1/2 TAB MAJOR				
Warren, Harry J. - PL #18 SM				
Regan, Leroy F. - PL #19 MT				
Chadwick, Philip R. - PL #21 SM				
Pena, Inez - PL #24 SM				
Patterson, James D. - PL #30 MT				

DESTRUCTION SHEET NO

INSTRUCTIONS:

1. Only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.

6. INDICATE _____ (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK UP

DUP 0913578

DU 030244

IP 10322 REV 5 74

DU PONT

RECORDS STORAGE LIST
HALL OF RECORDS

ISSUED BY: IRENE ANDERSON - IC 13

APPROVED BY: MARION RITTENDOLLAR

RECORDS TITLE - SEE RECORDS DESTRUCTION SCHEDULE: INJURY RECORDS - MAJOR/SUB-MAJOR

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1987

DEPARTMENT: ENGINEERING

DIVISION OR SECTION: CONSTRUCTION - SAFETY OFFICE

DATE: 9/8/76

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
EAST CHICAGO CONSTRUCTION - 1972-1973	1968	1976	21296	
CORRESPONDENCE - EAST CHICAGO				
FAYETTEVILLE CONSTRUCTION - 1970				
Sanderson, Leslie - PI #1 NT				
FLORENCE CONSTRUCTION - 1969-1975				
Venters, Ashton J. - PL #13 NT				
Larimore, Billy D. - PL #13-1/2 TAB				
Herrion, Lawton - PL #14 TAB				
Millwood, Van J. - PL #15 NT				
Young, James R. - PL #16 Minor				
Evans, W. L. - PL #17 TAB				
Rollins, Sanford Sr. - PL #18 Minor FAO				
Campbell, Carlon L. - PL #19 NT				
Springs, W. W. - PL #20 NT				
Hartley, H. T. - PL #21 NT				
Lovetta, R. L. - PL #22 SM				
Gause, Furman D. - PL #22-1/2 NT				
Bannister, Bobby B. - PL #23				
Calcutt, Allard W. - PL #24 NT				

DESTRUCTION SHEET NO.

INSTRUCTIONS

1. only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.
6. INDICATE _____ OF CARTONS LISTED IF HALL OF RECORDS
LOCATION/ROOM NUMBER
IS TO ARRANGE FOR PICK UP

DUP 0913579

DU 030245

P 10322 REV 5-74

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

ISSUED BY: DENNIS ANDERSON - IC 13

APPROVED BY: MARION RITTENHOLLAR

RECORDS TITLE - SEE RECORDS DESTRUCTION SCHEDULE: INJURY RECORDS - MAJOR/SUBMAJOR

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1987

DEPARTMENT: ENGINEERING

DIVISION OR SECTION: CONSTRUCTION - SAFETY OFFICE

DATE: 9/3/76

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
GRASSELLI CONSTRUCTION - 1969-1976	1954	1976	21297	
CORRESPONDENCE - 1972-1975				
CARRAGHSTALK VS. GAF				
Misc. Employees - FL #1A-1E				
Gomez, J. - FL #1 TAB L.S.				
Day, John - FL #2 FMO				
Zimmerman, Henry - FL #3 TAB MAJOR				
BOSTON CONSTRUCTION				
SUB-MAJOR INJURIES				
UNCLASSIFIED INJURIES & MINORS				
Odom, Charles E. - FL #12 MT				
Dodge, C. E. - FL #13 TAB				
Spencer, Charles E. - FL #14 MR				
Tabor, A. J. - FL #15 MT				
Stoneham, William J. - FL #20-1/4 MT				
Yates, J. D. - FL #26 MT				
Russell, Jessie, E. - FL #27 TAB				
Crowley, Jerry - FL #29 TAB				
Ingram, J. H. - FL #30 TAB				
Deering, R. C., Martin, F. W.,				
Murray, R. L., Gross, I. C.,				
Sanders, M. L., Aston, R. A. - FL #31 A-F MT				
Green, J. S. - FL #33 MT				
Kelley, John E. - FL #33-1/2 MT				
Nichols, R. J. - FL #35 MT				
Fox, Edward L. - FL #35-1/2 MT				
Cox, Calvin R. - FL #37 FMO				
Hall, Fenton L. - FL #38 MT				
Hancock, Charles - FL #39 MT				
Stocks, J. L. - FL #40 TAB MAJOR				

DESTRUCTION SHEET NO.

INSTRUCTIONS.

1. Only Records with the same "RECORD TITLE" and "RETENTION PERIOD"
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.
6. INDICATE _____ (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS TO ARRANGE FOR PICK-UP

DUP 0913580

DU 030246

/P 10322 REV 5-74

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

ISSUED BY [redacted] - TC 13

APPROVED BY MAJOR RITTENHOUSE

RECORDS TITLE - SEE RECORDS DESTRUCTION SCHEDULE
DELIVERY RECORDS - MAJOR/SUBMAJOR

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2) 1987

DEPARTMENT ENGINEERING

DIVISION OR SECTION CONSTRUCTION - SAFETY OFFICE

DATE 9/9/76

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
HOUSTON CONSTRUCTION - 1969-1975 (Cont.)	1954	1976	21297	
Phillips, Miles A. - FL #41 SM - FMO				
Smith, John M. - FL #41-1/2 MT				
Henderson, Troy - FL #42 TAB MAJOR				
Reese, K. F. - FL #43 SM				
Cross, Walt - FL #44 SM				
Carbajal, Benny L. - FL #45 SM				
Stewart, Dicky - FL #46 SM				
Cassaday, Gary L. - FL #47 SM				
Whitaker, Henry C. - FL #50 SM				
Goodrich, Joseph T. - FL #51 SM				
JOHNSONVILLE CONSTRUCTION - 1972-1974				
Hardin, R. E. - FL #11-1/2 FMO				
Wood, E. M. - FL #14 SM				
Bingham, James T. - FL #15 TAB MAJOR				
Plant, Larry W. - FL #18 FMO				
Davidson, J. S. - FL #19 MT				
Bell, James W. - FL #22 FMO				
KINSTON CONSTRUCTION - 1973-1975				
Cheshire, C. D. - FL #23-1/2 FMO				
Rhodes, John W. - FL #28 SM				
Stephens, Rickie W. - FL #29 TAB				
Jarman, Robert A. - FL #31 MT				
Manning, Edward D. - FL #12 SM				
Williford, Robert A. - FL #33 SM				
LOUISVILLE CONSTRUCTION - 1970-1973				
Scott, Robert C. - FL #12 FMO				
Bennett, William H. - FL #13 Minor				
Brown, William - FL #14 Minor				
Roberts, John L. - FL #15 TAB				
Earley, C. M. - FL #16 SM				

DESTRUCTION SHEET NO.

INSTRUCTIONS

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5. Call Hall of Records (Ext 6133) for assistance if needed.
6. INDICATE _____ OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP
   LOCATION-ROOM NUMBER

DUP 0913581

DU 030247

P 10322 REV 5-74

DUPONT

RECORDS STORAGE LIST
HALL OF RECORDS

ISSUED BY: IRENE ANDERSON - IC 13

APPROVED BY: MARION RUTTENMOLLAR

RECORDS TITLE - SEE RECORDS DESTRUCTION SCHEDULE: [illegible] RECORDS - MAJOR/SUB-MAJOR

RECORDS DESTRUCTION DATE (SEE DESTRUCTION NO. 2): 1987

DEPARTMENT: ENGINEERING

DIVISION OR SECTION: CONSTRUCTION - SAFETY OFFICE

DATE: 9/9/76

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER (To be completed by Hall of Records)
MARTINSVILLE CONSTRUCTION - 1969-1970	1954	1976	21297	
Mason, Kent K. - PL #14 SM				
Hall, Clinton E. - PL #15 SM				
MAY CONSTRUCTION - 1969-1970				
SUB-MAJORS				
Dean, J. W. - PL #20 SM				
Brown, Robert L. - PL #21 SM				
Beckmann, Kenneth B. - PL #22 TAB				
Duncan, Ralph J. - PL #23 SM				
MEMPHIS CONSTRUCTION - 1970-1973				
Strong, Harris I. - PL #12-1/2 MT				
Ryan, James H. - PL #13 TAB				
Enders, Louis - PL #20 MT				
Reeves, Merrol - PL #21 SM				
NIAGARA FALLS CONSTRUCTION - 1974				
Congi, Peter P. - PL #1 TAB MAJOR				
NO. N.J. AREA (CLIFTON) - 1970				
Kmezak, Joseph J. - PL #9 TAB Other				
GRASSELLI - SITE RATINGS - 1970				
PARLIN CONSTRUCTION - UNCLASSIFIED INJURIES - 1954				
PARLIN P&P - SUB-MAJOR INJURY REPORTS - 1954				

INSTRUCTIONS.

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6 INDICATE _____ OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.
(LOCATION/ROOM NUMBER)

DESTRUCTION SHEET NO

DUP 0913582

DU 030248

Same as attached

INJURY RECORDS - MAJOR/SUB-MAJOR

1987

IRENE ANDERSON - IC 13

MARION RITTENDOLLAR

ENGINEERING

CONSTRUCTION - SAFETY OFFICE

9/8/76

ASBESTOS SAMPLING
(Dust Sampling Studies) - 1968-1975

1968 1976 21296

ALBANY SHOPS - 1973-1975

Roberts, E. C. - PL #1 TAB MAJOR
Robinson, Willie B. - PL #2 NT
Fannin, R. C. - PL #3 NT
Johnson, John - PL #6 SM

BEAUMONT CONSTRUCTION - 1969-1975

BADGER INJURIES -
BEAUMONT CONSTRUCTION

SUB-MAJORS - BEAUMONT CONSTRUCTION
Glazel Hoy Hain - 9/23/69
Dorse W. Knight - 3/27/70

Corrigan, Ernest L. - PL #17-1/2 NT
Champagne, Iris - PL #18 SM
Smith, Albert S. - PL 18-1/4 FAO
Ingo, Rufus H. - PL #18-1/2 NT
Dixon, Thomas W. - PL #19 SM
Guidry, Fred - PL #20 SM
Forse, P. A. - PL #21 NT
Dean, Earl G. - PL #22 NT
Oberholz, H. E. - PL #23 NT
Loftin, Donald L. - PL #26 NT
Austin, Grover F. - PL #29-1/4
Hare, Van E. - PL #29-1/2 NT
Graves, Elton L. - PL #29-3/4 NT
Bruce, John T. - PL #35 NT
Kay, D. L. - PL #36 NT
Tilman, G. R. - PL #37 SM
Carrier, L. C. - PL #37-1/2 NT
Sanders, Henry - PL #38 NT
Pontnow, Everett L. - PL #38-3/4 NT
Carrier, L. C. - PL #39 NT

DUP 0913583

DU 030249

BEAUMONT CONSTRUCTION - 1969-1975 (Cont.) 1968 1976 21296

Jamison, J. D. - FL #41 SM
Carey, A. - FL #42 SM
Martin, J., Jr. - FL #44-1/2 MT
Cranmer, J. D. - FL #45 SM
Smith, Raymond C. - FL #47 MT

BELLE CONSTRUCTION - 1970-1973

SUB-MAJORS
D. E. Gillenwater

Smith, Thomas O. - PI #1-1/2 MT
Pauley, Charles W. - PI #2 TAB
Burchett, Howard E. - FL #1 MT
Hoffman, William David - FL #2 SM
Cross, Erwin E. - FL #3 MT
Legg, John E. - FL #4 SM
Koch, Otto K., Jr. - FL #5 SM

BERYARD CONSTRUCTION - 1973-1975

Campbell, J. O. - FL #6 SM
Parker, John W. - FL #10 SM
Shuffler, H. P. - FL #10-1/4 MT
Fletcher, D. E. - FL #10-1/2 MT
Lewis, W. E. - FL #11 FAO
McNeal, J. B. - FL #12 SM
Taylor, H. C. - FL #13 MT
Tucker, E. A. - FL #15-1/2 MT

CAPE KNOX CONSTRUCTION - 1972-1974

Hardee, James E. - FL #10 TAB
Lowe, Jerry G. - FL #11 TAB
Morgan, J. C. - FL #14 FAO
Brinson, John D. - FL #16 MT

DUP 0913584

INJURY RECORDS - MAJOR/SUB-MAJOR

1987

ENGINEERING

CONSTRUCTION - SAFETY OFFICE

9/8/76

[redacted] - IC 13

[redacted]

CAPE FEAR CONSTRUCTION - 1972-1974(Cont.) 1968 1976 21296

Smith, Daniel W. - FL #18 SM
Beresh, P. S. - FL #18-1/2 MT
Robbins, George D. - FL #20 FAO
Todd, Charleston - FL #20-1/2 MT
Gibson, James V. - FL #22 SM
Bryan, Willardene - FL #23 SM
Worrell, Willard - FL #24 FAO - SM
Register, C. R. - FL #25 - FAO
Reclass. TAB MAJOR
Weaver, J. M.- FL #26 SM
Long, James T. - FL #29 FAO

CLINTON CONSTRUCTION - 1968-1975

Price, M. A.
Kraus, Marvin - FL #1 Minor
Santee, George E. - FL #2 SM

UNCLASSIFIED INJURIES - COLUMBUS
REGIONAL SHOPS - 1968

COOPER RIVER CONSTRUCTION - 1975

Martin, Tommy - FL #10-1/2 FAO
Murphy, Clyde W. - FL #15 SM
Yarborough, Fred N. - FL #16 SM

CAPE CHARLES CONSTRUCTION - 1972-1976

Jackson, Andrew, Jr. - FL #4 TAB
Flanigan, R. R. - FL #11-1/2 TAB MAJOR
Warren, Harry J. - FL #18 SM
Regan, Leroy F. - FL #19 MT
Chadwick, Philip R. - FL #21 SM
Pena, Inez - FL #24 SM
Patterson, James D. - FL #30 MT

DUP 0913585

DU 030251

INJURY RECORDS - MAJOR/SUB-MAJOR

1967

[redacted] - DC 13 [redacted]

MARION RITTENHOLLAR CONSTRUCTION - SAFETY OFFICE

9/8/76

EAST CHICAGO CONSTRUCTION - 1972-1973 1968 1976 21296

CORRESPONDENCE - EAST CHICAGO

FAYETTEVILLE CONSTRUCTION - 1970

Sanderson, Leslie - FI #1 HT

FLORENCE CONSTRUCTION - 1969-1975

Venters, Ashton J. - FL #13 HT
Larimore, Billy D. - FL #13-1/2 TAB
Herriom, Lawton - FL #14 TAB
Millwood, Van J. - FL #15 HT
Young, James E. - FL #16 Minor
Evans, W. L. - FL #17 TAB
Rollins, Sanford Sr. - FL #18 Minor FAO
Campbell, Carlon L. - FL #19 HT
Springs, W. W. - FL #20 HT
Hartley, H. T. - FL #21 HT
Lovette, E. L. - FL #22 HT
Cause, Farnam D. - FL #22-1/2 HT
Bannister, Bobby B. - FL #23
Calcutt, Allard W. - FL #24 HT

DUP 0913586

DU 030252

INJURY RECORDS - MAJOR/SUBMAJOR

1967

IRENE ANDERSON - IC 13

ENGINEERING

MARION RITZENDOLLAR

CONSTRUCTION - SAFETY OFFICE

9/9/76

GRASSELLI CONSTRUCTION - 1969-1976 1954 1976 21297

CORRESPONDENCE - 1972-1975

CABBAGESTALK VS. GAP

Misc. Employees - PL #1A-1N
Gomes, J. - PL #1 TAB L.S.
Day, John - PL #2 FAO
Zimmerman, Henry - PL #3 TAB MAJOR

HOUSTON CONSTRUCTION

SUB-MAJOR INJURIES

UNCLASSIFIED INJURIES & MINORS

Odom, Charles E. - PL #12 NT
Dodge, C. R. - PL #13 TAB
Spencer, Charles E. - PL #14 SM
Taber, A. J. - PL #15 NT
Stonehem, William B. - PL #20-1/4 NT
Yates, J. D. - PL #26 NT
Russell, Jessie, E. - PL #27 TAB
Crawley, Jerry - PL #29 TAB
Ingram, J. E. - PL #30 TAB
Dearing, R. C., Martin, F. W.,
Murray, R. L., Crone, I. C.,
Sanders, M. L., Aston, R. A. -
PL #31 A-F NT
Green, J. S. - PL #33 NT
Kelley, John E. - PL #33-1/2 NT
Nichols, R. J. - PL #35 NT
Fox, Edward L. - PL #35-1/2 NT
Cox, Calvin R. - PL #37 FAO
Hall, Fenton L. - PL #38 NT
Hancock, Charles - PL #39 NT
Stocks, J. L. - PL #40 TAB MAJOR

DUP 0913587

DU 030253

[redacted] INJURY RECORDS - MAJOR/SEMI-MAJOR

1987

[redacted] ANDERSON - PC 13 [redacted] ENGINEERING

MARION RITTENHOUSE CONSTRUCTION - SAFETY OFFICE

9/9/76

HOUSTON CONSTRUCTION - 1969-1975 (Cont.) 1954 1976 21297

Phillips, Miles A. - FL #41 SM - FAO
Smith, John M. - FL #41-1/2 MT
Henderson, Troy - FL #42 TAB MAJOR
Reese, K. P. - FL #43 SM
Lopez, Raul - FL #44 SM
Carbajal, Benny L. - FL #45 SM
Stewart, Dicky - FL #46 SM
Cassaday, Gary L. - FL #47 SM
Whitaker, Henry C. - FL #50 SM
Goodrich, Joseph T. - FL #51 SM

JOHNSONVILLE CONSTRUCTION - 1973-1974

Hardin, R. E. - FL #11-1/2 FAO
Wood, E. M. - FL #14 SM
Buchanan, James T. - FL #15 TAB MAJOR
Plant, Larry W. - FL #18 FAO
Davidson, J. S. - FL #19 MT
Bell, James W. - FL #22 FAO

KINSTON CONSTRUCTION - 1973-1975

Cheshire, C. D. - FL #23-1/2 FAO
Rhodes, John W. - FL #28 SM
Stephens, Richie W. - FL #29 TAB
Jarman, Robert A. - FL #31 MT
Manning, Howard D. - FL #32 SM
Williford, Robert A. - FL #33 SM

LOUISVILLE CONSTRUCTION - 1970-1973

Scott, Robert C. - FL #12 FAO
Brummett, William E. - FL #13 Minor
Brown, William - FL #14 Minor
Roberts, John L. - FL #15 TAB
Curley, O. M. - FL #16 SM

DUP 0913588

DU 030254

INJURY RECORDS - MAJOR/SUBMAJOR

1987

IRENE ANDERSON - IC 13 ENGINEERING

MARION RITZENDOLLAR CONSTRUCTION - SAFETY OFFICE

9/9/76

MARTINSVILLE CONSTRUCTION - 1969-1970 1954 1976 21297

Mason, Karl K. - PL #14 SM
Hall, Clinton R. - PL #15 SM

MAY CONSTRUCTION - 1969-1970

SUB-MAJORS

Dean, J. W. - PL #20 SM
Brown, Robert L. - PL #21 SM
Beckmann, Kenneth B. - PL #22 TAB
Duncan, Ralph J. - PL #23 SM

MEMPHIS CONSTRUCTION - 1970-1975

Strong, Harris I. - PL #12-1/2 NT
Ryan, James M. - PL #13 TAB
Enders, Lewis - PL #20 NT
~~Reeves, Harrel - PL #21 SM~~ Kept in office

NIAGARA FALLS CONSTRUCTION - 1974

Congi, Peter P. - PL #1 TAB MAJOR

NO. N.J. AREA (CLIFTON) - 1970

Knaack, Joseph J. - PL #9 TAB Other

GRASSELLI - SITE RATINGS - 1970

PARLIN CONSTRUCTION - UNCLASSIFIED INJURIES - 1954

PARLIN F&F - SUB-MAJOR INJURY REPORTS - 1954

DUP 0913589

DU 030255

P 1032 REV 5 74

DU PONT

RECORDS STORAGE LIST
HALL OF RECORDS

ISSUED BY: IRENE ANDERSON - IC13

APPROVED BY: MARION RITZENDOLLAR

RECORDS TITLE - SEE RECORDS DESTRUCTION SCHEDULE: INJURY RECORDS - MAJOR/SUBMAJOR

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1985

DEPARTMENT: ENGINEERING

DIVISION OR SECTION: CONSTRUCTION - SAFETY OFFICE

DATE: 10/22/75

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
CIRCLEVILLE CONSTRUCTION	1962	1971	20660	
MINOR INJURIES - 1967				
MINOR INJURIES - 1968				
AND DAILY INJURY REPORT LOGS				
MINOR INJURY REPORTS - 1970				
Thomas J. Hamilton - PI #1/2 NT				
General Lee Jones - PI #1 NT				
Ollie (NMN) Straight - PI #2 NT				
Clark, Charles A. - PI #4 NT				
Roy C. Hager - PI #4-1/2 NT				
Donald L. Daubenmire - PI #5 TAB MAJOR				
Carl M. Tateman - PI #6 NT				
Sub Major				
W. R. Thomas - SM - S-1 - PI #3				
Henry P. Walker - SM - S-2 - PI #5				
William R. Moritz - SM - TAB - PI #2-7/8				
James H. Phipps - S-4 - SM - FAO - PI #5-1/2				
Jones, James L. - SM - PI #5				
Everett Howard - SM - S-6 - PI # - None				
INDEX TO INJURY CASES				
Harry Robert Croghan, Sr. - SM - PI #1				
John Henry Carey - PL #2 - NT				
Meredith Ray DeBerry - PL #3 - NT				
Orla L. Hockman - PL #4 - NT				
Victor H. Young - PL #5 - NT				
James Jacks - PL #5 - FAO				
MINOR INJURIES - LOG SHEETS - 1967-1970				
SOMEDAY FILES				
Sylvester Nicely - 9/24/70				
Albert E. Falco - 1/8/74				
Arthur W. Taffe - 12/16/65				
L. A. Abbott - 5/28/68				
L. H. Page - 6/27/67				
James E. Williams - 10/11/67				
Harvey Brown - 7/26/68				

DESTRUCTION SHEET NO.

INSTRUCTIONS.

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.
6. INDICATE L-12AO (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP

DUP 0913590

DU 030256

P 10322 REV. 5 74

DU PONT

RECORDS STORAGE LIST
HALL OF RECORDS

ISSUED BY: Irene Anderson - IC13

APPROVED BY: Marion Ritzendollar

RECORDS TITLE - SEE RECORDS DESTRUCTION SCHEDULE: INJURY RECORDS - MAJOR/SUBMAJOR

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1985

DEPARTMENT: ENGINEERING

DIVISION OR SECTION: CONSTRUCTION - SAFETY OFFICE

DATE: 10/22/75

PAGE 2

DETAIL LIST OF RECORDS AND RANGE	DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
CIRCLEVILLE CONSTRUCTION - Cont'd.				
SOMEDAY FILES - Cont'd.	1962	1971	20660	
Gerald A. Pugh - 5/16/66				
Homer (HMN) Boltenhouse - 10/28/66				
Michael Grumbrys - 8/22/66				
K. K. Kirkbride - 5/24/66				
W. M. Wyman - 6/17/64				
Williamson, Elsie - 4/30/65				
W. E. Watson - 1/15/65				
Robert Bayless - 11/30/64				
Chester Wilson - 5/6/63				
W. F. Wyman - 4/22/64				
Herbert (HMN) Wilson - 4/22/64				
Carol Gene Dickerson - 9/24/65				
E. H. Howard - 9/15/64				
Chester (HMN) Wilson - 8/6/63				
Chester N. Hicks, Jr. - 7/3/63				
Norman D. McCain - 8/22/63				
Roy C. Hager - 12/21/66				
Darrell Arnett - 10/10/66				
Edgar F. McClain - 11/4/66				
Garland J. Roof - 4/17/70				
Cletus L. Stapleton - 8/25/70				
MINOR INJURIES - 1969				

INSTRUCTIONS:

1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.
6. INDICATE L-1240 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP

DESTRUCTION SHEET NO.

DUP 0913591

DU 030257

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUBMAJOR

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1985

FROM: [redacted] NAME — IC13 DIVISION OR SECTION — [redacted] DEPARTMENT

JOYCE SCHWIKERT — CONSTRUCTION — [redacted]

TO: HALL OF RECORDS — DATE 7/14/75

DESCRIPTIVE TITLE AND RANGE			DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
			1969	1974	20492	
PONTCHARTRAIN CONSTRUCTION						
COLEMAN, ILEY	PI 1/2	FAO				
LA BORDE, E. T.	PI 2-3/4	FAO				
OUBRE, NOLAN J.	PI 4-1/2	HT				
SCHAUBHUT, R. J.	PI 4-3/4	HT				
HYMEL, B. A.	PI 5	HT				
HAGGETT, ROY	PL 1	SM				
BAUER, R. V.	PL 2-1/2	FAO				
MAYEAUX, J. P.	PL 4	HT				
GUILLORY, MELVIN	PL 4-1/8	FAO				
HARDY, A. K.	PL 4-1/4	HT				
DENNISON, RONALD	PL 5	FAO				
CALDERONE, V. D.	PL 7	SM				
BARIER RIVER CONSTRUCTION						
STANDLEY, JOE B.	PL 56	SM				
FAULKNER, LEROY G.	PL 57	SM				
HANEGAN, LEONARD E.	PL 58	SM				
BARRON, CHARLEY W.	PL 59	HT				
BRIGHT, WALLACE B.	PL 62-5/8	HT				
BLACK, L. J.	PL 62-3/4	FAO				
BROOKS, MATTHEW, JR.	PL 65-3/4	HT				
YOUNG, CLAUDE	PL 67	FAO				
EVERETT, C.	PL 67-1/4	FAO				
BROWN, G. E.	PL 67-1/2	FAO				
LIEDER, JR., HORACE	PL 65-5/8	SM-FAO				
BROWN, D. L.	PL 74	SM				
CHANDLER, W. C.	PL 76	SM				
SAVANNAH RIVER CONSTRUCTION						
CORRESPONDENCE - 1968-1969						
CORRESPONDENCE - 1970-1971-1972						

INSTRUCTIONS

1. [illegible] RECORD TITLE [illegible] RETENTION PERIOD
2. RECORDS DESTRUCTION DATE [illegible] SHOWN BELOW RECORDS WILL BE ACCEPTED FOR STORAGE
3. SEND [illegible] WITH CARBONS - HALL OF RECORDS RETAIN PINK COPY UNTIL WHITE COPY IS RETURNED TO YOU WITH H/R CARTON NUMBERS
4. SEND LIST SO IT WILL ARRIVE AT H/R AT LEAST TWO DAYS BEFORE CARTONS
5. CALL HALL OF RECORDS EXT 5133 FOR ANY ASSISTANCE REQUIRED
6. INDICATE LOUVIERS 1240 OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK UP

DESTRUCTION SHEET NO: DUP 0913592

DU 030258

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUBMAJOR

IRENE ANDERSON - IC13

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO 3): 1985

FROM: NAME: JOYCE SCHWEIKERT | DIVISION OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

☐ HALL OF RECORDS DATE 7/14/75

DESCRIPTIVE TITLE AND RANGE			DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
SEAFORD CONSTRUCTION			1969	1974	20492	
CHANDLER, W. K.	FL 3	ST				
GOOTEE, R. T.	FL 3-1/2	AUTO ACC.				
NELSON, JOHN P.	FL 5	SM				
RAY, DAVID L.	FL 7	ST				
SENECA CONSTRUCTION						
SNYDER, CHARLES	FL 2	FAO				
GUALANDRI, M. A.	FL 3	ST				
BATOK, EDWARD	FL 5	SM				
VECCHIA, RICK ALAN	FL 5-1/2	FAO				
DE FRANCESCO, JOHN W.	FL 6	ST				
SPRUANCE CONSTRUCTION						
KELLUM, CARROLL K.	FL 3	ST				
CAPPS, J. P.	FL 5	ST				
STEVENS, R. K.	FL 5-1/2	ST				
WILLIAMS, LEE J.	FL 7	SM				
HADLEIGH, E. G.	FL 7-1/2	ST				
MOORE, WILLIAM H.	FL 8	SM				
TATUM, GILBERT E.	FL 11	SM				
HALL, CLINTON, E.	FL 12	ST				
VICTORIA CONSTRUCTION						
LITTLE, PAUL G.	FL 22	TAB				
CARTER, RICKIE A.	FL 23	TAB				
HUGHES, CHARLES W.	FL 24	TAB				
PRUETT, THOMAS L.	FL 25	SM				
GILLUM, JAMES E.	FL 25-1/2	ST				
LAWRENCE, GARLAND E.	FL 25-3/4	ST				
STANDLAND, ROBERT M.	FL 26	ST				
JARVIS, RUSSELL E.	FL 27	ST				
ROSSINGTON, DAVID C.	FL 28	ST				
TURNER, KENNETH A.	FL 30	SM				

DESTRUCTION SHEET NO

INSTRUCTIONS

1. RECORDS ARE TO BE THE SAME RECORD TITLE AND RETENTION PERIOD
   RECORDS DESTRUCTION DATE MUST BE SHOWN BEFORE RECORD WILL BE ACCEPTED FOR STORAGE
2. SEND ONE TAB COPIES WITH CARTONS TO HALL OF RECORDS RETAIN ONE COPY UNTIL
   ONE TAB COPY IS RETURNED TO YOU WITH H/R CARTON NUMBERS
3. SEND LIST(S) TO HALL OF RECORDS AT H/R AT LEAST TWO DAYS BEFORE CARTONS
4. CALL HALL OF RECORDS (EXT 61331) FOR ASSISTANCE IF NEEDED

DUP 0913593

5. INDICATE LOUVIERS 1240 NUMBER OF CARTONS LISTED IF HALL OF RECORDS
   LOCATION/MISSION NUMBER
   IS TO ARRANGE FOR PICK UP

DU 030259

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUBMAJOR

IRENE ANDERSON - IC13

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1985

FROM: NAME: JOYCE SCHWEIKERT — DIVISION OR SECTION: CONSTRUCTION — DEPARTMENT: ENGINEERING

TO: HALL OF RECORDS — DATE: 7/14/75

DESCRIPTIVE TITLE AND RANGE			DATES OF RECORDS FROM	TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
VICTORIA CONSTRUCTION - Cont'd.			1969	1974	20492	
EASTWOOD, DENTON Q.	PL 31	SM				
SANCHEZ, CRUZ A.	PL 33	NT				
OLGUIN, DOMINGO	PL 34	SM				
ZAVESKY, E. C.	PL 35	TAB				
SCHUBERT, BILLY	PL 41	TAB				
POPE, K. H.	PL 44	NT				
HAGAN, W. H.	PL 46	NT				
BROOME, M. R.	PL 47	SM				
WILMINGTON AREA CONSTRUCTION						
HARRIS, GEORGE	PL 24	TAB				
SHOEMATE, BILL D.	PL 25	SM				
BUTLER, JOHN F.	PL 26	NT				
RAGOZZO, ANTHONY J.	PL 27	SM				
MASTEN, GEORGE E., SR.	PL 29	SM				
LUCAS, RED B.	PL 30	SM				
O'NEAL, THURMAN C.	PL 31	TAB				
REGENSBURG, HERMAN	PL 32	SM				
MC VADON, C. P., SR.	PL 33	TAB				
SCRIVENS, CHRISTOPHER	PL 34	SM				
KINKADE, W. O.	PL 36-1/2	SM				
FUCCI, L. F.	PL 38-1/2	FAO				
SPEAKMAN, N. P.	PL 39	SM				
COLLIER, HERBERT M.	PL 40-1/2	SM				
PELKEY, GEORGE L.	PL 45	NT				

INSTRUCTIONS

1. [illegible] RECORDS [illegible] RETENTION PERIOD
2. RECORDS DESTRUCTION DATE [illegible] RECORDS WILL BE ACCEPTED FOR STORAGE
3. SEND [illegible] WITH CARBONS [illegible] HALL OF RECORDS. RETAIN [illegible] COPY UNTIL [illegible]
4. SEND [illegible] TWO DAYS [illegible]
5. CALL HALL OF RECORDS (EXT 6133) [illegible]
6. INDICATE LOUVIERS 1240 OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK UP

DESTRUCTION SHEET NO: DUP 0913594

DU 030260

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUBMAJOR

FROM: IRENE ANDERSON - IC13 (NAME) | (DIVISION OR SECTION) | RECORDS DESTRUCTION DATE SEE INSTRUCTION NO. 2: 1985 (DEPARTMENT)

JOYCE SCHNEIDERT | CONSTRUCTION | ENGINEERING

TO: HALL OF RECORDS DATE 7/14/75

DESCRIPTIVE TITLE AND RANGE			DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
ANTIOCH CONSTRUCTION			1969	1974	20491	
SPAGNOL, FELIX	PI 1/2	HT				
COBB, G. L.	PI 3/8	HT				
HAAGENSEN, R.H.	PI 1-1/2	HT				
TURNER, ERIC	PI 2-1/2	HT				
HOLLCRAFT, E. J.	PI 5	HT				
BRADMONT CONSTRUCTION						
STILLWELL, T.W., JR.	PI 23-3/4	HT				
BAILEY, CHARLES E.	PI 23-7/8	HT				
ALLEN, JAMES W.	PI 24	TAB				
WALLER, JOHNNIE L.	PI 25	HT				
[illegible] BOY	PI 25-1/2	PAO				
STATON, V. W.	PI 27	HT				
CORRESPONDENCE - 1970-1971-1972 BRADMONT CONSTRUCTION - 1968-1969						
SPEARS, HENRY E.	PL 27	HT				
BROUSSARD, J. L.	PL 28	HT				
JONES, PAUL E.	PL 29	HT				
NELSON, E. A.	PL 31	HT				
IRLE, FRANK E.	PL 32	HT				
SPEYRER, HORACE J.	PL 33	SM				
DURISO, L. J.	PL 34	HT				
PIGGOTT, W. A.	PL 35-1/2	SM				
KAY, D. L.	PL 36	HT				
CORRESPONDENCE - 1970-1971-1972 BREVARD CONSTRUCTION						
JONES, JAMES	PI 5	TAB				
JONES, ROY J.	PI 6	HT				
TAYLOR, H. L.	PL 7	SM				
WHITE, W. P.	PL 8	HT				
GREEN, M. W.	PL 8-1/2	HT				

INSTRUCTIONS

1. [illegible] RECORD TITLE [illegible] RETENTION PERIOD
2. RECORDS DESTRUCTION DATE [illegible] RECORDS WILL BE ACCEPTED FOR STORAGE
3. SEND [illegible] TWO COPIES WITH CARBONS - HALL OF RECORDS RETAIN PINK COPY UNTIL WHITE COPY IS RETURNED TO YOU WITH H/R CARTON NUMBERS
4. SEND AT [illegible] TO ARRIVE AT H/R AT LEAST TWO DAYS [illegible] STORE
5. CALL HALL OF RECORDS (EXT 61331) FOR ASSISTANCE [illegible] NEEDED
6. INDICATE LOUVERS 1240 (LOCATION/BUILDING NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK UP

DESTRUCTION SHEET NO. —

DUP 0913595

DU 030261

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUBMAJOR

IRENE ANDERSON - IC13

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1985

FROM: NAME: JOYCE SCHNEIKERT | DIVISION OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

TO: HALL OF RECORDS | DATE: 7/14/75

DESCRIPTIVE TITLE AND RANGE			DATES OF RECORDS FROM	TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
BREVARD CONSTRUCTION - Cont'd.						
BANE, F. E.	PL 9	SM	1969	1974	20491	
CAPE FEAR CONSTRUCTION						
CORRESPONDENCE - 1970-1971-1972						
GEORGE, R. F.	PI 1/2	TAB				
RICHARDSON, N.	PI 2	FAO				
CAUSBY, NED B.	PI 6	NT				
MILLS, JAMES D.	PI 7	NT				
CROSSLAND, T. C.	PI 8	NT				
SMITH, RONNIE	PL 1/2	FAO				
STEVENS, CLYDE R.	PL 3/4	FAO				
OXENDINE, BEN. F.	PL 1	TAB				
DUNTON, RICHARD L.	PL 1-1/2	NT				
ANDERSON, A. G.	PL 2	SM				
DEVINEY, RALPH E.	PL 3	TAB				
PATTON, WILLIAM R.	PL 4	TAB				
MEISMER, KAY F.	PL 5	SM				
FEEDE, R. E.	PL 5-1/2	FAO				
FIELDS, SAMUEL	PL 7	NT				
HERRING, ISAAC J.	PL 7-1/2	NT				
MOORE, BOBBY LEE	PL 8	NT				
CRAIG, HERBERT E.	PL 15	NT				
MC MILLAN, DAVID O.	PL 15-1/2	NT				
GANEY, FRED A.	PL 18	SM				
BARFIELD, DEMPSEY	PL 19	SM				
SMITH, D. E.	PL 12	SM				
BEARY, JAMES	PL 13	TAB				
FIELDS, WINFIELD	PL 14	NT				
CLIFF, D. R.	PL 15	NT				
SARPOLUS, J. A.	PL 15-1/2	NT				
TYREE, G. D.	PL 17	NT				
MC LAIN, C. K.	PL 19	SM				
GIBSON, C. L.	PL 20	SM				
HALL, ALEX	PL 21	FAO				
JACOBS, ROSCOE	PL 24-1/2	NT				

INSTRUCTIONS

1. [illegible] RECORD TITLE [illegible] RETENTION PERIOD
2. RECORDS DESTRUCTION DATE [illegible] SHOWN BEFORE RECORDS WILL BE ACCEPTED FOR STORAGE
3. SEND [illegible] WITH CARBONS [illegible] HALL OF RECORDS RETAIN PINK COPY UNTIL [illegible] CARTON NUMBERS
4. SEND [illegible] TWO DAYS [illegible] CARTONS
5. CALL HALL OF RECORDS [illegible] STANCE IS NEEDED
6. INDICATE [illegible] LOUVIERS 1240 OF CARTONS LISTED IF HALL OF RECORDS [illegible] TO ARRANGE FOR PICK UP

DESTRUCTION SHEET NO

DUP 0913596

DU 030262

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUBMAJOR

RECORDS DESTRUCTION DATE SEE INSTRUCTION NO. 2: 1985

IRENE ANDERSON - IC13

FROM: NAME: JOYCE SCHNEIKERT | DIVISION OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

TO: HALL OF RECORDS | DATE: 7/14/75

DESCRIPTIVE TITLE AND RANGE			DATES OF RECORDS FROM	TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
CAPE FEAR CONSTRUCTION - Cont'd.			1969	1974	20491	
RANSON, DONALD D.	PL 27	FAO				
CHAMBERS WORKS CONSTRUCTION						
TUBBS, JOHN R.	PI 64	TAB				
LAFFERTY, FRANCIS P.	PI 65	TAB				
CORRESPONDENCE - 1970-1971-1972						
CHATTANOOGA CONSTRUCTION						
BREAKER FAILURE						
FERGUSON, PERRY P.	PL 18	SM				
ENSLEY, FRANK B.	PL 19	SM				
JENSEN, GEORGE R.	PL 20	NT				
SUTTON, ELGAR RAY	PL 21	NT				
CROCKETT, A. P.	PL 22	NT				
SAVAGE, WOODROW W.	PL 23	NT				
CIRCLEVILLE - CLOSE-OUT OF MEDICAL AND INJURY RECORDS - 1/71						
CIRCLEVILLE CONSTRUCTION						
VAN CUREN, T. L.	PI 7	NT				
JACKS, JAMES L.	PL 6	FAO				
SUB-MAJORS - CIRCLEVILLE CONSTRUCTION						
CORPUS CHRISTI CONSTRUCTION						
RANGEL, ANGEL L.	PL 2	TAB				
GARMONG, WM. J.	PL 3	NT				
FELDER, JAMES W.	PL 5-1/2	SM				
VILLARREAL, MACEDONIO	PL 6	NT				

INSTRUCTIONS

1. List only Records with the same RECORD TITLE and RETENTION PERIOD
2. RECORDS DESTRUCTION DATE must be shown before records will be accepted for storage.
3. Send first two copies WITH CARBONS - HALL OF RECORDS. Retain pink copy until a white copy is returned to you with H/R carton numbers
4. Send list(s) to arrive at H/R at least TWO DAYS before cartons
5. Call Hall of Records (Ext 61331) for assistance if needed

DESTRUCTION SHEET NO

6. END DATE LOUVIERS 1240 (Location/room number) OF CARTONS LISTED IF HALL OF RECORDS DUP 0913597

S TO ARRANGE FOR PICK UP

DU 030263

F 0322 REV 4 73

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUBMAJOR

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 3)

FROM: IRENE ANDERSON - IC13

NAME: JOYCE SCHWEIKERT

DIVISION OR SECTION: CONSTRUCTION

DEPARTMENT: ENGINEERING

TO: HALL OF RECORDS

DATE: 7/14/75

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DESCRIPTIVE TITLE AND RANGE			DATES OF RECORDS FROM	TO	DEPT. CARTON NUMBER	H/R CARTON NUMBER
CORPUS CHRISTI CONSTRUCTION - Cont'd.			1969	1974	20491	
LOPEZ, MOISES G.	PL 8	TAB				
LOPEZ, LUPE M.	PL 9	FAO				
FREEMAN, GLEN F.	PL 10	S-M				
GARCIA, FELICIANO	PL 14	NT				
GARZA, HIGINIO	PL 15	TAB				
LOPEZ, LUPE M.	PL 15-1/2	NT				
BELTRAN, ALFONSO D.	PL 15-3/4	NT				
CORRESPONDENCE - DU PONT WASH. CONSTR.						
CORRESPONDENCE - FLORENCE CONSTR.						
FLORENCE CONSTRUCTION						
WHITE, EARL JR.	PI 1	TAB				
CORRESPONDENCE - GRASSELLI CONSTR.						
HANFORD ENGG. WORKS						
TAYLOR, COY	PI 132-3/4	NT				
HOUSTON CONSTRUCTION						
ARNETT, JOHN W.	PI 9	TAB				
STEWART, FRANK C.	PL 15-1/2	FAO				
JASSO, PAT G.	PL 16	NT				
FOWLE, ROBERT C.	PL 16-1/2	NT	[illegible]			[illegible]
JACKSON, FRED JR.	PL 28	NT				
BONDS, ANDY M.	PL 28-1/2	NT				
SAUNDERS, BOBBY	PL 34	SM				
JOHNSONVILLE CONSTRUCTION						
CHRISTIAN, WM. M.	PL 10	FAO				
THARPE, BEN E.	PL 11	S-M				
MAXWELL, G. B.	PL 12-A	TAB				

INSTRUCTIONS

1. LIST ON LR. [illegible] WITH THE SAME RECORD TITLE AND RETENTION PERIOD
2. RECORDS DESTRUCTION DATE [illegible] SHOWN BEFORE RECORDS WILL BE ACCEPTED FOR STORAGE.
3. SEND FIRST TWO COPIES WITH CARBONS - HALL OF RECORDS. RETAIN MINE COPY UNTIL WHITE COPY IS RETURNED TO YOU WITH [illegible] NUMBERS
4. SEND LIST TO ARRIVE AT H/R AT LEAST TWO DAYS BEFORE CARTONS
5. CALL HALL OF RECORDS (EXT 61331) [illegible] AS STANDS IF NEEDED
6. INDICATE LOUVIERS 1240 OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK UP

DESTRUCTION SHEET NO

DUP 0913598

DU 030264

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUBMAJOR

RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1985

FROM: IRENE ANDERSON - IC13

NAME: JOYCE SCHWEIKERT

DIVISION OR SECTION: CONSTRUCTION

DEPARTMENT: ENGINEERING

TO: HALL OF RECORDS

DATE: 7/14/75

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DESCRIPTIVE TITLE AND RANGE			DATES OF RECORDS FROM	TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
JOHNSONVILLE CONSTRUCTION - Cont'd.			1969	1974	20491	
JACKSON, A. R.	PL 12-B	TAB				
ALLEN, O. R.	PL 16	SM				
BRAY, T. R.	PL 21	SM				
COCKBURN, J. C.	PL 24	NT				
KINSTON CONSTRUCTION						
GRANT, LUTHER H.	PL 16	SM				
WALTON, CLAUDE J.	PL 17	SM				
MILLER, HOYLE	PL 18	FAO				
GRAY, MAURICE	PL 19	TAB				
GRADY, GEORGE E.	PL 20	NT				
ETTERS, WALTER M.	PL 21	NT				
WEBBER, M. A.	PL 21-1/2	NT				
BELL, LINWOOD D.	PL 22	SM				
MILLS, ALTON L.	PL 23	NT				
STEPHENSON, J. V.	PL 24	FAO				
WESTON, A. B.	PL 25	SM				
JOHNSON, ELPENTRE	PL 26	TAB				
RHODES, TERRY A.	PL 27	NT				
LOUISVILLE CONSTRUCTION						
MADISON, HARRY L.	PL 17	NT				
M&E CORRESPONDENCE AND INJURY REPORTS						
MAY CONSTRUCTION						
DOVE, CHARLES J.	PI 14	NT				
FUQUA, MARVIN	PI 13	NT				
BAKER, THOMAS L.	PI 12-1/2	FAO				
MILLER, CALVIN C., JR.	PI 12	NT				

INSTRUCTIONS

- RECORDS TITLE RETENTION PERIOD
- RECORDS DESTRUCTION DATE
- SEND WITH CARTONS HALL OF RECORDS RETAIN PINK COPY UNTIL
- SEND TWO DAYS
- CALL HALL OF RECORDS (EXT 6133)

DESTRUCTION SHEET NO

INDICATE LOUVIERS 1240 OF CARTONS LISTED IF HALL OF RECORDS DUP 0913599

S TO ARRANGE FOR PICK UP

DU 030265

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUBMAJOR

RECORDS DESTRUCTION DATE SEE INSTRUCTION NO. 2: 1985

FROM: IRENE ANDERSON - IC13 (NAME) JOYCE SCHNEIKERT (DIVISION OR SECTION) CONSTRUCTION (DEPARTMENT) ENGINEERING

TO: HALL OF RECORDS DATE 7/14/75

PAGE 6

DESCRIPTIVE TITLE AND RANGE			DATES OF RECORDS FROM	TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
MEMPHIS CONSTRUCTION			1969	1974	20491	
CORRESPONDENCE - 1970-1971-1972						
WATSON, EDWARD P., JR.	PL 17	NT				
WOODS, BOBBY L.	PL 18	PAO				
OLD HICKORY CONSTRUCTION						
HAYES, DENNIS C.	PL 33	SM				
WARREN, DANNY R.	PL 35	NT				
MURPHY, ROBERT J.	PL 36	TAB				
PRAYTER, JOHN	PL 37-1/2	SM				
MAYS, F. L.	PL 40	NT				
STEELE, W. H.	PL 41	SM				
RUSSELL, R. W.	PL 44	PAO				
FULGHUM, R. E.	PL 46	NT				
WALKER, A. A.	PL 48	NT				
ROBERTSON, R. F.	PL 49	NT				

INSTRUCTIONS

1. List only Records with the same RECORD TITLE and RETENTION PERIOD
2. RECORDS DESTRUCTION DATE must be shown before records will be accepted for storage
3. Send first two copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until white copy is returned to you with H/R carton numbers
4. Send list to arrive at H/R at least TWO DAYS before cartons
5. Call Hall of Records Ext 61331 for assistance if needed

DESTRUCTION SHEET NO

6. INDICATE LOUVIERS 1240 OF CARTONS LISTED IF HALL OF RECO
(Location/room number)
IS TO ARRANGE FOR PICK UP

DUP 0913600

DU 030266

REV 5-74

DUPONT **RECORDS STORAGE LIST**
HALL OF RECORDS

ISSUED BY: IRENE ANDERSON - IC13
APPROVED BY: MARION RITZENDOLLAR

RECORDS TITLE - SEE RECORDS DESTRUCTION SCHEDULE: INJURY RECORDS - MAJOR/SUBMAJOR
RECORDS DESTRUCTION DATE (SEE INSTRUCTION NO. 2): 1982
DEPARTMENT: ENGINEERING
DIVISION OR SECTION: CONSTRUCTION - SAFETY OFFICE
DATE: 6/24/75

PAGE 1

DETAIL LIST OF RECORDS AND RANGE			DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT. IDENTIFICATION NUMBER	HALL OF RECORDS CARTON NUMBER To be completed by Hall of Records
ASHTABULA			1965	1971	20490	
General Correspondence						
Brown, Fred	PL #2	FAO				
BEAUMONT						
Feiga, John M.	PL #23-1/2	FAO				
Guarnare, Vincent	PL #24	NT				
Mitchell, Ernest	PL #24-1/2	NT				
Westmoreland, Kenneth M.	PL #25	FAO				
Gallo, Hildman R.	PL #25-1/2	NT				
BELLE						
Turner, Hampton	PI #1	NT				
Montcastle, Luther	PI #3	NT				
BRANDYWINE BLDG. CONSTRUCTION						
Kosikowski, E.	PL #1	TAB				
Gould, J. D.	PL #2	TAB-OTHER				
Abrey, Raymond	PL #3	TAB-OTHER				
Mason, Neil	PL #4	TAB-OTHER				
Salfridge, Mrs. Anna	PL #5	No Class.				
Reader, Leonard E.	PL #6	TAB-FAT.				
Muggleworth, A.	PL #7	TAB				
Latham, Francis	PL #8	TAB				
Kennedy, David D.	PL #9	TAB				
Berry, Curtis	PL #10	TAB				
Brown, E. C.	PL #11	TAB				
Collins, M. D.	PL #12A	TAB				
Culbertson, Thomas	PL #12B	TAB				
Prater, James C.	PL #13	TAB				
Machulski, Walter	PL #14	TAB				
Hunter, Robert	PL #15	TAB				

DESTRUCTION SHEET NO.

INSTRUCTIONS.
1. List only Records with the same "RECORD TITLE" and "RETENTION PERIOD."
2. "RECORDS DESTRUCTION DATE" must be shown before records will be accepted for storage.
3. Send first three copies WITH CARTONS to HALL OF RECORDS. Retain pink copy until two white copies are returned to you with Hall of Records carton numbers.
4. Send list(s) to arrive at Hall of Records at least TWO DAYS before cartons.
5. Call Hall of Records (Ext. 6133) for assistance if needed.

DUP 0913601

6. INDICATE LOUVERS 1240 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK-UP.

DU 030267

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUBMAJOR

RECORDS DESTRUCTION DATE SEE INSTRUCTION NO. 5: 1982

FROM: NAME: JOYCE SCHMEICKERT | DIVISION OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

TO. HALL OF RECORDS | DATE 6/24/75

DESCRIPTIVE TITLE AND RANGE			DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	W/R CARTON NUMBER
CAPE FEAR CONSTRUCTION			1965	1971	20490	
Jacobs, Walton	PL #11	TAB				
Manor, B. Joseph	PL #12	S-M				
Herringdine, Larry	PL #13	HT				
Flowers, G.E.	PL #16A	S-M				
Marcar, K. A.	PL #16B	S-M				
CHATTANOOGA CONSTRUCTION						
Amberson, Wm. H.	PL #24	HT				
CORPUS CHRISTI CONSTRUCTION						
Girk, Edward O.	PL #1	TAB				
HOUSTON CONSTRUCTION						
Sieg, Larry G.	PL #17	S-M				
Brewer, Homer H.	PL #17-1/2	FAO				
Runyan, Ray K.	PL #18	FAO				
Thompson, Warren L.	PL #18-1/4	HT				
Edmondson, A. Ralph	PL #18-1/2	S-M				
Titsworth, A.H.	PL #19	HT				
Terrell, Calvin E.	PL #20	HT				
Powell, Floyd M., Jr.	PL #20-1/8	HT				
Elliott, James K.	PL #20-1/2	HT				
Hollis, Jimmie G.	PL #21	HT				
Nolan, William J., Jr.	PL #22	S-M				
Dempsey, Marvin H.	PL #23	HT				
Adams, Royce C.	PL #23-1/4	HT				
Johnson, Randall V.	PL #23-1/2	S-M				
Cruse, Otis	PL #24	HT				
Smalsoar, David	PL #25	TAB				
Cagnola, John A., Jr.	PL #25-1/32	HT				
Terrell, James C.	PL #25-1/16	HT				
Arnett, John W.	PL #25-3/16	HT				
Hartwell, Thomas C.	PL #25-1/8	HT				
McLeod, Gwin E.	PL #25-1/4	HT				
Norris, G. A.	PL #25-1/2	HT				

DESTRUCTION SHEET NO

INSTRUCTIONS

1. LIST ONLY RECORDS WITH THE SAME RECORD TITLE AND RETENTION PERIOD
2. RECORDS DESTRUCTION DATE MUST BE SHOWN BEFORE RECORDS WILL BE ACCEPTED FOR STORAGE
3. SEND FIRST TWO COPIES WITH CARTONS TO HALL OF RECORDS. RETAIN PINK COPY UNTIL A WHITE COPY IS RETURNED TO YOU WITH W/R CARTON NUMBERS
4. SEND LISTING TO ARRIVE AT W/R AT LEAST TWO DAYS BEFORE CARTONS.
5. CALL HALL OF RECORDS (EXT 6133) FOR ASSISTANCE IF NEEDED

DUP 0913602

6. INDICATE Louviers 1240 OF CARTONS LISTED IF HALL OF RECORDS (LOCATION/ROOM NUMBER) IS TO ARRANGE FOR PICK UP

DU 030268

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUBMAJOR

RECORDS DESTRUCTION DATE SEE INSTRUCTION NO 2:

FROM: NAME: JOYCE SCHWIKERT | DIVISION OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

TO: HALL OF RECORDS | DATE: 6/24/75

PAGE 2A

DESCRIPTIVE TITLE AND RANGE			DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
HOUSTON CONSTRUCTION - Cont'd.			1965	1971	20490	
Hylton, Harry D.	PL #25-3/4	FAO				
Owens, Marshle M.	PL #26-1/4	MT				
Verrett, Alvin	PL #26-1/2	MT				
JOHNSONVILLE CONSTRUCTION						
Stewart, Calvin M.	PL #1	MT				
Dove, E. C.	PL #2	MT				
Jackson, Charles B.	PL #4	S-M				
Gregory, James D.	PL #5	TAB				
Cox, J. L.	PL #6	FAO				
Heath, P. W.	PL #7	MT				
Massey, F. E.	PL #8	MT				
Owens, Cletus	PL #9	MT				

INSTRUCTIONS

1 LIST ONLY RECORDS WITH THE SAME RECORD TITLE AND RETENTION PERIOD
2 RECORDS DESTRUCTION DATE MUST BE SHOWN BEFORE RECORDS WILL BE ACCEPTED FOR STORAGE
3 SEND FIRST TWO COPIES WITH CARBONS TO HALL OF RECORDS RETAIN PINK COPY UNTIL A WHITE COPY IS RETURNED TO YOU WITH H/R CARTON NUMBERS
4 SEND LISTING TO ARRIVE AT H/R AT LEAST TWO DAYS BEFORE CARTONS
5 CALL HALL OF RECORDS (EXT 6133) FOR ASSISTANCE IF NEEDED
6 INDICATE Louviers 1240 (LOCATION/ROOM NUMBER) . . . OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK UP

DESTRUCTION SHEET NO

DUP 0913603

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUBMAJOR

RECORDS DESTRUCTION DATE SEE INSTRUCTION NO 2: 1982

FROM: NAME: JOYCE SCHWEICERT | DIVISION OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

TO: HALL OF RECORDS DATE: 6/24/75

DESCRIPTIVE TITLE AND RANGE			DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
LOHOKE CONSTRUCTION			1965	1971	20490	
Correspondence - 1970-1971-1972						
MEMPHIS CONSTRUCTION						
Ditto, Roy L.		MT				
Abbott, Allen	PL #15	Minors				
Sanders, Calvin	PL #15					
Butler, R. H.	PL #15					
Lemons, B. M.	PL #15					
Pece, W. H.	PL #15					
Bradford, J. J.	PL #15					
Kaiser, Bill	PL #15					
Smith, Morris	PL #15					
Yarbrough, O. B.	PL #15					
Greer, R. W.	PL #15					
Rubert, J. E.	PL #15					
Robertson, C. B.	PL #16	MT				
NIAGARA FALLS CONSTRUCTION						
McCoy, Donald P.	PL #1	MT				
NORTH JERSEY AREA CONSTRUCTION						
Clancy, Kenneth F.	PL #10	FAO				
Angerhauser, A.	PL #11	S-M				
Hawk, W. A.	PL #12	S-M				
OLD HICKORY CONSTRUCTION						
O'Brien, Noel E.	PL #32	FAO				

INSTRUCTIONS

1 LIST ONLY RECORDS WITH THE SAME RECORD TITLE AND RETENTION PERIOD
2 RECORDS DESTRUCTION DATE MUST BE SHOWN BEFORE RECORDS WILL BE ACCEPTED FOR STORAGE
3 SEND FIRST TWO COPIES WITH CARBONS - HALL OF RECORDS RETAIN PINK COPY UNTIL WHITE COPY IS RETURNED TO YOU WITH H/R CARTON NUMBERS
4 SEND LISTS TO ARRIVE AT H/R AT LEAST TWO DAYS BEFORE CARTONS
5 CALL HALL OF RECORDS (EXT 61331) FOR ASSISTANCE IF NEEDED
6 INDICATE LOUVERS 1240 (LOCATION/ROOM - HELP) OF CARTONS LISTED IF HALL OF RECORDS
S TO ARRANGE FOR PICK UP

DESTRUCTION SHEET NO

DUP 0913604

DU 030270

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUBMAJOR

RECORDS DESTRUCTION DATE SEE INSTRUCTION NO 2: 1982

FROM: NAME: JOYCE SCHWEIKERT | DIVISION OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

TO: HALL OF RECORDS DATE 6/25/75

DESCRIPTIVE TITLE AND RANGE				DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
SABINE RIVER CONSTRUCTION				1965	1971	20490	
Anglin, Jessie D.	PL	#38	S-M				
Hall, James C.	PL	#38-1/2	MT				
Turner, Fred	PL	#39	MT				
Trammell, Willard A.	PL	#40	TAB				
Hall, Marion	PL	#41	TAB				
Ghost, Robert A.	PL	#42-1/2	MT				
Bussell, Billy G.	PL	#43-1/4	MT				
Pedigo, Emmett	PL	#43-3/8	MT				
Brown, Lamlie V.	PL	#43-1/2	TAB				
Gordon, William E.	PL	#44	TAB				
Wolfe, Dana L.	PL	#45	S-M				
Champagne, Iris	PL	#46	MT				
Matthews, Dudley J.	PL	#46-1/2	MT				
Ford, JOHN T.	PL	#47	MT				
Scott, Clyde V.	PL	#48	S-M				
Broussard, J. L.	PL	#48-1/2	S-M				
Weaver, Jerry J.	PL	#49	S-M				
Ingo, Rufus H.	PL	#49-1/2	FAO				
Murray, William T.	PL	#50	S-M				
Wildes, Washie S.	PL	#52	MT				
Smith, Harry L.	PL	#52-1/8	MT				
Loutier, Wayne J.	PL	#52-1/2	MT				
Garner, D. R.	PL	#53	TAB				
Henderson, Lester F.	PL	#54	TAB				
Raley, Leroy W.	PL	#55	MT				
Hutchinson, R. G.	PI	#66	S-M FAO				
Stanley, H. G.	PI	#67	MT				
Merritt, Prentis C.	PI	#67-1/2	MT				
Neville, Amos	PI	#68	MT				
Breckenridge, J. C.	PI	#68-1/2	FAO				
Hanchett, Ervin	PI	#69	MT				
Nichols, Ernest O.	PI	#70	FAO				
Dabney, Robert L.	PI	#71	MT				
SPRUANCE CONSTRUCTION							
Wright, James H.	PL	#1/2	S-M				

INSTRUCTIONS

1 LIST ONLY RECORDS WITH THE SAME RECORD TITLE AND RETENTION PERIOD
2 RECORDS DESTRUCTION DATE MUST BE SHOWN BEFORE RECORDS WILL BE ACCEPTED FOR STORAGE
3 SEND FIRST TWO COPIES WITH CARTONS TO HALL OF RECORDS RETAIN PINK COPY UNTIL A WHITE COPY IS RETURNED TO YOU WITH H/R CARTON NUMBERS
4 SEND LISTING TO ARRIVE AT H/R AT LEAST TWO DAYS BEFORE CARTONS
5 CALL HALL OF RECORDS (EXT 81331) FOR ASSISTANCE IF NEEDED
6 INDICATE Louviers 1240 (LOCATION/ROOM NUMBER) OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK UP

DESTRUCTION SHEET NO

DUP 0913605

DU 030271

RECORDS STORAGE LIST

RECORDS TITLE: INJURY RECORDS - MAJOR/SUBMAJOR

RECORDS DESTRUCTION DATE SEE INSTRUCTION NO 5: 1982

FROM: NAME: JOYCE SCHWEICERT | DIVISION OR SECTION: CONSTRUCTION | DEPARTMENT: ENGINEERING

TO: HALL OF RECORDS | DATE: 6/25/75

DESCRIPTIVE TITLE AND RANGE			DATES OF RECORDS FROM	DATES OF RECORDS TO	DEPT CARTON NUMBER	H/R CARTON NUMBER
SPRUANCE CONSTRUCTION - Cont'd.			1965	1971	20490	
Lewis, Olen H.	PL #1	HT				
Jones, Irvin C.	PL #2	HT				
TECUMSEH CONSTRUCTION						
Peterson, Soren H.	PL #1	FAO				
TROY-MICHIGAN CONSTRUCTION						
CORRESPONDENCE						
VICTORIA CONSTRUCTION						
Davidson, George P.	PL #19	HT				
Herron, Robert B.	PL #20	HT				
WASHINGTON WKS. CONSTRUCTION						
Roberts, Calvin H.	PI #14	FAO				
WURTLAND CONSTRUCTION						
Jarrell, Robert L., Jr.	PL #1	S-M				

INSTRUCTIONS

1 List only Records with the same RECORD TITLE and RETENTION PERIOD
2 RECORDS DESTRUCTION DATE must be shown before records will be accepted for storage.
3 Send first two copies WITH CARBONS to HALL OF RECORDS. Retain pink copy until a white copy is returned to you with H/R carton numbers
4 Send list to arrive at H/R at least TWO DAYS before cartons
5 Call Hall of Records (Ext 6133) for assistance if needed
6 INDICATE Louviers 1240 LOCATION/ROOM NUMBER . OF CARTONS LISTED IF HALL OF RECORDS IS TO ARRANGE FOR PICK UP

DESTRUCTION SHEET NO

DUP 0913606

DON'T SAY IT—*WRITE IT*

To DOROTHEA IGNUDO Location RC 12

From GRACE LUKAS Location L-1240 Phone No.

Subject CARTON FOR H/R - INJURY RECORDS - MAJOR/SUBMAJOR Date 6/17/74

Cartons #196606, 196607, and 196608 are filled and ready to be moved to the Hall of Records.

Records Storage Lists attached.

SAFETY—YOU CAN'T AFFORD TO BE WITHOUT IT

DUP 0913607

DOROTHY IGHUDO - R.C. 12 CONSTR.-SAFETY OFFICE ENGINEERING

JUNE 13, 1974

ASHTABULA CONSTRUCTION - 7/1/69 19606

PI #3-1/2	Stanley Pachkoski	FAO
PI #4	Ted G. De Veck, Jr.	NT
PI #4-1/2	Ammon Smith	FAO
PI #5	Charles W. Johnson	TAB
PL #1	Wm. H. Jenkins, Jr.	MAJOR
S-1	Martin G. Manning	FAO
	A. S. Rallick (Precautionary)	

BEAUMONT CONSTRUCTION

PI #16-1/4	Leonard E. Martin	FAO
PI #16-1/2	Larry G. Allen	FAO
PI #19-1/2	Leonard E. Martin	FAO
PI #20-3/4	William O. Pipes	NT
PI #21	Dennis R. Dickerson	NT
PI #22	Joseph C. Daglin	FAO
PI #23	William B. Whitmire	NT
PI #23-1/2	Dewey Harrington	NT
PL #4-1/2	J. J. Crawford	NT
PL #5-1/2	Joe Hansel	NT
PL #6	J. W. Howland	S-M
PL #6-1/2	R. B. Farrell	FAO
PL #7	J. H. McGee	NT
PL #7-1/2	W. V. McRee	NT
PL #8	E. C. Jones	NT
PL #8-1/2	W. J. Newman	FAO
PL #8-3/4	I. S. Gilbreath	FAO
PL #8-7/8	Clarence Borel	NT
PL #9	F. B. Duchene	S-M
PL #10	G. W. McDaniel	NT
PL #11	Tex Morgan	S-M
PL #12	Keith A. Brist	S-M
PL #12-1/2	L. L. Smith	NT
PL #13	Roy H. Stewart	NT
PL#14	Joseph A. Richard	TAB
PL #15	Roy C. Fulcher	FAO

(Cont'd)

DUP 0913608

BEAUMONT CONSTRUCTION (Cont'd)

PL #15-1/4	E. D. Wheeler	NT
PL #15-1/2	Clarence A. Budwine	NT
PL #16	William A. Lane	FAO
PL #16-1/4	Warren W. Nereaux	NT
PL #16-1/2	Navys J. Louvier	NT
PL #17	Patrick L. Fuller	NT
S-1	M. G. DeGlandon	FAO
S-2	Joe Brown	S-M
S-3	Leonard W. Coker	S-M
S-4	Lawrence B. Mansfield	S-M
S-5	Willie K. Warren	S-M
S-6	Roy C. Davidson	S-M
S-7	Leonard E. Martin	S-M

Unclassified - 3/22/66 thru 12/9/66

BREVARD CONSTRUCTION

PI #1/8	C. F. Fisher	NT
PI #1/4	Grady Pullium	FAO
PI #1/2	C. L. Milam	FAO
PI #1	G. E. Bubb	NT
PI #2	Cecil George	NT
PI #3	Garrett Rice	NT
PI #4	R. C. Camp	NT
PL #1	W. H. Creasaman	NT
PL #1-1/2	Woodrow W. Fricks	FAO
PL #2	M. J. King	S-M
PL #3	G. L. Reep	NT
PL #4	Raymond T. Williams	S-M
PL #5	Thomas E. Estilow	S-M
S-1	John C. Sprouse	S-M

CAPE FEAR CONSTRUCTION

PI #1	A. S. Bech, Jr.	TAB

(Cont'd)

DUP 0913609

- 7/1/69 19$606

CAPE FEAR CONSTRUCTION (Cont'd)

PL #1	Benson West	TAB
PL #2	James A. Quillen	TAB
PL #3	Roscoe Dove	TAB
PL #4	James E. Antone	TAB
PL #5	Marvin L. Betty	TAB
PL #6	E. C. Orrell	NT
PL #7	D. E. Basinger	S-M
PL #8	Oscar R. Long, Jr.	TAB
S-1	Robert F. George	S-M
S-2	Julius H. Britt	S-M

CHAMBERS WORTH CONSTRUCTION

PI #57	Luther C. Hudson	TAB
PI #63	John C. Landis	NT
PI #63-1/2	James E. Mahoney	NT

Unclassified - 5/4/60 thru 4/20/66

CHATTANOOGA CONSTRUCTION

PI #10	William D. Orr	NT
PL #9	O. T. Marshall	S-M
PL #10	W. D. London	NT
PL #11	Earl H. Gouge	TAB
PL #12	B. M. Burnham, Jr.	FAO
PL #13	F. M. Campbell	NT
PL#14A	D. R. Mitchell	FAO
PL #14B	C. A. Driver	FAO
PL #15	M. D. Hylton, Sr.	FAO
PL #16	Donald G. Keen	S-M
PL #17	Philemon L. Granger	S-M
PL #17-1/2	Charles Z. Lynch	NT

FLORENCE CONSTRUCTION

PL #1	Charles W. Marsh	FAO

(Cont'd)

DUP 0913610

FLORENCE CONSTRUCTION (Cont'd)

PL #2	R. E. Gordon	S-M
PL #3	Thomas L. Malone	FAO
PL #4	H. E. Gowens, Jr.	S-M
PL #5	J. L. Cooper	S-M
PL #6	L. W. Lambert	S-M
PL #7	M. B. Terry	S-M
PL #8	M. K. Maxwell	MT
PL #9	M. P. Mahaffey	S-M
PL #10	Charles R. Ward	FAO
PL #11	John C. Weatherford	MT
PL #12	H. L. McIntosh	MT
PL #12-1/2	Claudie Jackson	FAO

HOUSTON CONSTRUCTION

PI #2-1/2	Woodrow W. Lawson	MT
PI #5	George J. Adkins	MT
PI #8	Wm. H. Stephenson	FAO
PL #1	G. W. Darrow	MT
PL #2	Billy G. Frasta	MT
PL #3	Earl Hamilton	MT
PL #3-1/2	Walter T. Spretz	FAO
PL #4	H. P. Bullock	FAO
PL #5	W. J. Massey	MT
PL #6A	J. Nitzsche	MINOR
PL #6B	M. A. Parker	MINOR
PL #7A	R. B. Coogler	MINOR
PL #7B	D. J. Matthews	MINOR
PL #7C	T. L. Simpson	MINOR
PL #8	William D. Ross	MT
PL #9	Vernon Merchant	TAB
PL #10-	Cecil Nightower	MT
PL #11A	J. E. Wooley	MINOR
PL #11B	R. V. Goodson	MINOR
PL #11C	T. C. Hartwell	MINOR

(Cont'd)

DUP 0913611

DU 030277

HOUSTON CONSTRUCTION (Cont'd)

PL #11D	J. H. Wells	MINOR
PL #11E	D. F. Walters	MINOR
PL #12	Charles E. Odom	NT

KINSTON CONSTRUCTION

PL #2	Ted Young	TAB
PL #3	James D. Jackson	S-M
PL #4	R. C. Faulk	S-M
PL #4-1/2	Connie Hale	TAB
PL #5	Jack Womack	S-M
PL #6	Walter R. Barnes	S-M
PL #7	Raymond H. Grass	TAB
PL #8	C. D. Hughes	FAO
PL #9	James W. Ervin, Jr.	S-M
PL #10	Cornell Edwards	S-M
PL #11	J. G. Strickland	TAB
PL #12	B. G. Pridgen	S-M
PL #13	F. J. Pressley, Sr.	FAO
PL #14	Garcie Faircloth	FAO
PL #15	James D. Jackson	NT
S-1	James W. Beasley	S-M
S-2	J. D. Jackson	S-M
S-3	Hugh G. Rogers	S-M

LOUISVILLE CONSTRUCTION

PL #6	Harley Given	TAB
PL #1	Adolph Hughes	TAB
PL #2	Robert Volmer	NT
PL #3	Albert J. Krabe	NT
PL #4	John P. Mobley	NT
PL #5	James E. Gentry	TAB
PL #6	L. E. Beck	S-M
PL #7	Rodman M. Williams	NT

(Cont'd)

DUP 0913612

LOUISVILLE CONSTRUCTION (Cont'd)

PL #8	J. R. Davis	MT
PL #9	J. R. Bowman	MT
PL #10	R. I. Owens	S-M
PL #11	Frank A. Webb	PAO
S-1	Clifford B. Lucas	S-M
S-2	John C. Greenfield	S-M
S-3	Lacy Merritt	S-M

DUP 0913613

DOROTHY IGHUDO - R.C. 12 CONSTR.-SAFETY OFFICE ENGINEERING

JUNE 13, 1974

- 7/1/69 196607

MARTINSVILLE CONSTRUCTION

S-6-1/2	Morton H. Jarrett	SM-FAO
S-7	Paul Jimmy Mullis	S-M

Unclassified - 12/12/68

MAY PLANT CONSTRUCTION

PL #1	Edward N. Ashley	TAB
PL #2	James M. Jackson	S-M
PL #3	Charlie B. Smith	NT
PL #4	William T. Maxwell	S-M
PL #5	S. V. Harrington	NT
PL #6	G. M. Clark	S-M
PL #7	L. W. Jackson	FAO
PL #8	C. L. Soles	S-M
PL #9	M. L. Cupstid	TAB
PL #10	T. E. Davis	FAO
PL #11	C. L. Hayes	S-M
PL #11-1/2	L. P. Puckett	FAO
PL #12	E. E. Rushing	S-M
PL #12-1/2	Thomas C. Bryant	FAO
PL #13	Bobby Hinson	S-M
PL #14	W. E. Gregg	NT
PL #15	G. E. McCullough	S-M
PL #16	B. F. Thornton	NT
PL #16-1/2	Edward L. Crooks	NT
PL #17	Joseph H. Starnes	TAB
PL #18	Clayton L. Hayes	TAB
PL #19	Richard Johnson	S-M
S-1	David O. Miller	S-M
S-2	Robert J. Craig, Jr.	S-M
S-3	Troy Staton	S-M
S-4	Jessie Brown	S-M
S-4-1/2	E. M. Nichols	S-M
S-5	David A. Adkins	S-M
S-6	A. E. Nelson	S-M
S-7	Robert B. Rider	S-M

(Cont'd)

DUP 0913614

DOROTHY IGNUDO - R.C. 12 CONSTR.-SAFETY OFFICE ENGINEERING

JUNE 13, 1974

MAY PLANT CONSTRUCTION (Cont'd)

S-8	Jerry M. West	S-M
S-9	Mandel A. Ray	S-M
S-10	Howard E. Duncan	S-M
S-11	James E. Black	S-M
S-12	Barry L. Duncan	S-M
S-13	Frank D. Brandon	S-M
S-14	John L. Locklear, Jr.	S-M

M & E SECTION

PI #36	Claude M. Baldwin	TAB

MEMPHIS CONSTRUCTION

PI #9	J. P. Brevard	NT
PI #10	Pryor Prentiss	NT
PI #11	Sylvester Tipler	NT
PL #3	J. O. Poole	NT
PL #4	J. O. Poole	TAB
PL #5	O. P. Nelson	NT
PL #5-1/2	Vernon T. Lax	TAB
PL #6	C. H. Force	NT
PL #7	M. M. Varnado	NT
PL #8	Claude M. White	NT
PL #9	Edward A. Keating	NT
PL #10	Paul A. Jeter	NT
PL #11	Billy S. Black	FAO
PL #12	H. C. Haynie	NT
S-1	James W. Jones	S-M
S-2	James L. Williams	S-M
S-3	James P. Marshall	S-M
S-4	Charles A. Gregory	S-M
S-5	Willie Boykin, Sr.	S-M

Unclassified - 11/5/58

Badger Injuries - 9/1/65 thru 9/9/66

(Cont'd)

DUP 0913615

INJURY RECORDS - MAJOR/SUB-MAJOR

DOROTHY IGNUDO - R.C. 12 CONSTR.-SAFETY OFFICE ENGINEERING

JUNE 13, 1974

- 1 - - 7/1/69 196607

OLD HICKORY CONSTRUCTION

PI #26	J. D. Reasonover	MT
PL #6	W. D. Phillips	TAB
PL #7	Paul Shipman	S-M
PL #8	Shelley C. Smith	MT
PL #9	H. T. Bergin	MT
PL #10	Squire E. Coley	TAB
PL #11	A. S. Evans	S-M
PL #12	T. M. Putman	MT
PL #13	W. C. Harrell	MT
PL #14	C. H. Shannon	MT
PL #15	Owen S. Carroll	MT
PL #16	K. L. Ferrell	MT
PL #17	H. F. Brown	MT
PL #18	J. E. Eldridge	MT
PL #19	Wm. L. Underwood	S-M
PL #20	James H. Dollard	MT
PL #21	James B. Kymar	MT
PL #22	W. H. Andrews	MT
PL #23	Clifton L. Smith	MT
PL #24	J. L. Frizzell	S-M
PL #25	J. L. Roberson	MT
PL #25-1/2	Claude Reasoner	MINOR
PL #26	F. L. Gunter	MT
PL #27	Louis A. Davis	MT
PL #28	P. T. Merriweather	MT
S-1	Horace B. Simmons	S-M
S-2	Floyd O. Raddin	S-M
S-3	James E. Pewitt	S-M
S-4A	Clarence E. Sheler	S-M
S-4B	William B. Anderson	S-M
S-4C	Robert H. Beckham	S-M
S-6	Joseph P. Duke	S-M
S-7	Kline G. Wilson	S-M
S-8	John W. Prater	S-M
S-9	Paul R. Brown	S-M

(Cont'd)

DUP 0913616

DU 030282

DOROTHY IGNUDO - R.C. 12 CONSTR.-SAFETY OFFICE ENGINEERING

JUNE 13, 1974

OLD HICKORY CONSTRUCTION (Cont'd)

S-10	Walter J. Aldridge	S-M
S-11	Robert Cook	S-M
S-12	W. W. Graves	S-M
S-13	Atwell A. Hill	S-M
S-13/14	R. C. Coleman	S-M
S-13-1/2	R. H. Ellis	S-M
S-14	Troy B. Herman	S-M
S-15	Vernon L. Bruce	S-M
S-16	W. A. Wiseman	S-M
S-17	D. L. Myatt	S-M
S-18	Charles E. Foster	S-M
S-19	B. W. Hand	S-M
S-20	H. H. Riley	S-M

Unclassified - 12/7/56-9/27/68

PARLIN CONSTRUCTION

PL #3	Edward J. Decker	NT
PL #3-1/2	Isadore A. Wassel	FAO
PL #4	C. J. Rochick	S-M
PL #5-1/2	Robert P. Wagner	FAO
PL #6	Edward J. Braney	TAB
PL #7	Kalman Madgyesy	NT
PL #8	Martin J. Struckel	S-M

PONTCHARTRAIN CONSTRUCTION

PI #1	T. A. Baiamonte	TAB
PI #2	H. E. Picou	NT
PI #2-1/2	W. E. Whittington	FAO
PI #3	D. T. Lane	FAO
PI #4-1/4	Jack M. Rushing	FAO
PL #1/2	Raymond Melvin	NT
S-1	Iley Coleman, Jr.	S-M
S-2	Vincent J. Larussa	S-M

(Cont'd)

DUP 0913617

DU 030283

SABINE RIVER CONSTRUCTION

PL #8	R. J. Dowden	MT
PL #9	T. A. Nemmo	TAB
PL #9-1/2	E. O. Swallow	MT
PL #10	B. K. Ellis	MT
PL #11	J. W. Laughlin	TAB
PL #11-1/2	Lenes Faulk	TAB
PL #12	J. B. Reindel	MT
PL #12-1/2	O. T. DeVille	MT
PL #13	O. E. Granger	MT
PL #13-1/2	W. L. Frederick	MT
PL #14	H. C. Saenz, Jr.	TAB
PL #15	J. A. Barker	S-M
PL #16	W. B. Soape	TAB
PL #17	D. V. Blessitt	MT
PL #17-1/2	Ignatius G. Sifuentes	MT
PL #18	Shelton A. McGee	MT
PL #19	Newton M. Womack	MT
PL #20	Jerry H. Scott	MT
PL #21	Paul C. Conley	MT
PL #21-1/2	H. A. Green	TAB
PL #22	Frank M. Allred	S-M
PL #23	Abraham Tiger	S-M
PL #24	Howard L. Green	S-M
PL #25	Eddie Shreve	MT
PL #24-1/2	Jack L. Embry	MT
PL #26	James D. Smith	S-M
PL #27	Wm. H. Carlisle	MT
PL #28	Preston J. Ledoux	TAB
PL #28-1/2	Roy C. Fulcher	MT
PL #29	A. J. Brooks	MT
PL #30	Robert LeBlanc	S-M
PL #31	Raymond E. Mills	MT
PL #32	D. E. Bird	S-M
PL #32-1/2	J. W. Fregia	MT
PL #32-3/4	James D. Jordan	MINOR
PL #33	L. A. Nelson	MT

(Cont'd)

DUP 0913618

SABINE RIVER CONSTRUCTION (Cont'd)

PL #34	J. P. Stout	TAB
PL #35	Joe Clary	S-M
S-23	Adam J. Gobert	S-M
S-24	Clyde A. See	S-M
S-25	Bernard J. Bosier	S-M

Unclassified - 4/5/57 - 3/1/66

SAVANNAH RIVER CONSTRUCTION

PI #190	Felix P. Strassburger	Nt
PI #191	Joe L. Ritchey	NT-FAO
PI #192	P. C. McCants	TAB
PI #193	John T. Snell	NT
PI #194	W. E. Gresham	NT
PI #195	Luther A. Hall	NT
PI #196	W. V. Reese	TAB
PI #197	T. L. Leroy	TAB
PI #198	William E. Moseley	FAO
PI #199	Walter B. Sullivan	NT
PL #1	E. A. Gleason	FAO
PL #2	John E. Walton	FAO
PL #3	D. N. Williams	FAO
S-246	Simon C. Lipham	S-M
S-247	W. E. Bennett	S-M

General - 9/9/66 - 6/14/69

SEAFORD CONSTRUCTION

PL #1	R. M. Lloyd	S-M
PL #1-1/2	W. S. Winfree	NT
PL #2	A. J. Justice	NT
PL #3	A. M. Woodall, Sr.	S-M
PL #4	A. G. Grimm	TAB
PL #5	J. W. Miller	S-M
PL #7	C. G. Byrom	

(Cont'd)

DUP 0913619

DOROTHY IGHODO - R.C. 12 CONSTR.-SAFETY OFFICE ENGINEERING

JUNE 13, 1974

- 7 - - 7/1/69 199607

SEAFORD CONSTRUCTION (Cont'd)

PL #8	Wilbert E. Taylor	TAB
PL #9	Robert L. Salyer	MT
PL #10	S. J. Baldyga	S-M
PL #11	B. J. Ruddy	MT
PL #12	R. A. Mears	S-M
PL #13	I. D. Moore	S-M
PL #14	M. C. Johnson, Sr.	MT
PL #15	L. J. Melton	FAO
PL #16	Orville K. Tawkins	S-M
PL #17	Virgil L. Downes	S-M
S-2	Kenneth J. Prescott	S-M
S-3	Joseph A. Walker	S-M
S-4	Kenneth E. Smart	S-M/FAO
S-5	Charles W. Parker	S-M
S-6	Ronald I. Dartsmy	S-M
S-7	Jacob H. West, Jr.	S-M
S-8	Robert A. Warner	S-M
S-9	Harry W. Marvil	S-M

Unclassified - 3/1/61 - 9/13/66

DUP 0913620

DOROTHY IGWUDO - R.C. 12 CONSTR.-SAFETY OFFICE ENGINEERING

JUNE 13, 1974

- 7/1/69 199608

VICTORIA CONSTRUCTION

PL #3	S. E. Young	S-M
PL #4	Billy M. Lewis	TAB
PL #5	W. A. Martin	S-M
PL #6	J. R. Millsap	S-M
PL #7	Darrell D. Karns	NT
PL #8	J. Sancedio, Jr.	NT
PL #9	L. A. Williams	S-M
PL #10	F. T. Eddleman	S-M
PL #11	Asa G. Hendricks	FAO
PL #12	L. J. Borel	TAB
PL #13	Jimmy L. Sentill	NT
PL #14	A. J. Nelson	FAO
PL #15	J. D. Johnson	FAO
PL #16	William A. Whitlow	NT
PL #17	Gary W. Ratliff	FAO
PL #17-1/2	J. S. Carter	FAO
PL #17-3/4	S. S. Brown	FAO
PL #18	W. C. Spinks	NT
S-1	Artemio Martinez	S-M
S-2	Earl Laughter	S-M
S-4	E. E. Clark	S-M
S-5	Melvin A. Waller	S-M
S-6	Domingo P. Perez	S-M

Unclassified - 8/19/49 - 7/5/61

WASHINGTON WORKS CONSTRUCTION

PI #11	K. M. Butcher	NT
PI #12	Ted L. Donohew	FAO
PI #13	Kenneth R. Wright	NT
PL #4	C. H. Province	NT
PL #5	C. H. Province	TAB
PL #6	J. A. Tucker	NT
PL #7	F. R. Mace, Jr.	NT
PL #8	F. L. Wires	S-M
PL #9	George W. Cottrell	NT

(Cont'd)

DUP 0913621

DOROTHY IGNUDO - R.C. 12 CONSTR.-SAFETY OFFICE ENGINEERING

JUNE 13, 1974

- 2 - - 7/1/69 19$608

WASHINGTON WORKS CONSTRUCTION (Cont'd)

PL #10	Johnson O. Fleming	TAB
PL #11	J. O. Fleming	S-M
PL #12	G. E. Lemon	S-M
PL #13	Webster B. Bodge	TAB
PL #14	K. A. Grimm	S-M
PL #15	James A. Greene, Sr.	MT
PL #16	Basil C. Kidd	MT
S-2	Robert L. Bower	S-M
S-3	Earl S. Chainey	S-M
S-4	Robert F. Gains	S-M
S-5	E. L. Garretson	S-M
S-6	Robert F. Gains	S-M
S-7	Carl R. Kimble	S-M
S-8	Denzil R. Rhodes	S-M
S-9	Robert G. Robinson	S-M
S-10	Samford D. Boraam	S-M
S-11	Everet Ruble	S-M
S-12	Ronald K. Ward	S-M
S-13	Carl L. Allen	S-M

WAYNESBORO CONSTRUCTION

PI #1	Lindsey Fields	MT
PI #2	P. W. Spraker	TAB
PI #3	Frank E. Babcock	FAO
PI #3-1/2	John J. Barner	FAO
PI #4	Melvin S. May	TAB MAJOR
PL #1	John L. Davis	S-M
PL #1-1/2	Richard M. Davis	MT
PL #2	Claude D. Floyd	S-M
PL #3	J. J. Morris	TAB
PL #4	J. R. Loflin	S-M
PL #5	A. L. Beverly	S-M
PL #6	C. E. Stanley	S-M
PL #7	R. L. Lancaster	S-M

(Cont'd)

DUP 0913622

DU 030288

DOROTHY IGNUDO - R.C. 12 CONSTR.-SAFETY OFFICE ENGINEERING

JUNE 13, 1974

WAYNESBORO CONSTRUCTION (Cont'd)

PL #8	G. D. Floyd	S-M
PL #9	M. H. Campbell	S-M
PL #10	V. W. Sheets	NT
PL #11	Ray Lucas	TAB
PL #12	Wallace K. Long	NT
PL #13	E. I. Grant	NT
S-1	Harold A. Giles	S-M
S-2	Robert L. Morse, Jr.	S-M
S-3	P W. Spraker	S-M
S-4	John J. Warner	S-M

WILMINGTON AREA CONSTRUCTION

PI #8	Ralph J. Seawald	NT
PI #9	Joseph E. Harper	NT
PI #10	Oscar W. Tanner	MAJOR
PL #4	J. J. Sullivan	S-M
PL #5	W. A. Beeman	NT
PL #5-1/4	Frederick Christmann	NT
PL #5-1/2	P. B. Connell	NT
PL #6	I. A. Ryan	S-M
PL #7	Fred R. Espenship	S-M
PL #7-1/2	Howard Rhodes	S-M
PL #8	Frank De Luke	NT
PL #9	Justin Davis	S-M
PL #10	John J. Welch	S-M
PL #11	James C. Ingram	S-M
PL #11-1/2	S. A. Tsardoraki	TAB
PL #12	F. P. Earley	TAB
PL #13	August Yakel	NT
PL #13-1/2	Edward C. Davis	S-M
PL #14	T. Olewik	S-M
PL #15	James C. Maples	NT
PL #16	Paul Ryan	S-M
PL #17	B. J. Dougherty	NT

(Cont'd)

DUP 0913623

Dorothy Ignudo - R.C. 12 CONSTR.-SAFETY OFFICE ENGINEERING

JUNE 13, 1974

WILMINGTON AREA CONSTRUCTION (Cont'd)

PL #18	Phillip Thornton	NT
PL #19	Wm. J. Williamson	FAO
PL #19-1/2	Charles R. Sears	S-M
S-6	Jerry J. Curlett	S-M
S-7	William O. Griffin	S-M
S-8	Jordan Butto	S-M
S-9	Russel W. Fulton	S-M
S-10	Stewart O. Johnson	S-M
S-11	George V. Tweed	S-M

Unclassified - 2/1/65 - 8/16/66

YERKES CONSTRUCTION

PI #1	Samuel G. Hillier	TAB
S-1	Frederick E. Carpenter	S-M

PAVLIN CONSTRUCTION

PL #5A	Joseph J Charmello	TAB
PL #5B	Kenneth P. Bailey	TAB

DUP 0913624

INJURY FILES SENT TO HALL OF RECORDS

ANTIOCH CONSTRUCTION

PI #1/8	NT
PI #3	NT
PI #4	NT

ASHTABULA CONSTRUCTION

PI #½	NT
PI #½	NT
PI #1	NT
PI #2	FAO
PI #3	NT

BEAUMONT CONSTRUCTION

PI #8	NT
PI #8½	NT
PI #9	NT
PI #9¼	NT
PI #9½	NT
PI #9-3/4	NT
PI #10	FAO
PI #10½	FAO
PI #11	NT
PI #12	FAO
PI #12½	FAO
PI #13	TAB
PI #14	NT
PI #15	FAO
PI #15½	FAO
PI #15½	NT
PI #16	FAO
PI #16-3/8	NT
PI #17	NT
PI #18	NT
PI #18½	NT
PI #18-3/4	NT
PI #19	NT
PI #20	NT
PI #20½	NT

BREVARD CONSTRUCTION

PI #½	TAB
PI #1	NT
PL #1	TAB
PL #2	NT

DUP 0913625

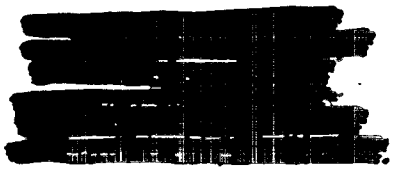
REDACTED

CAPE FEAR CONSTRUCTION



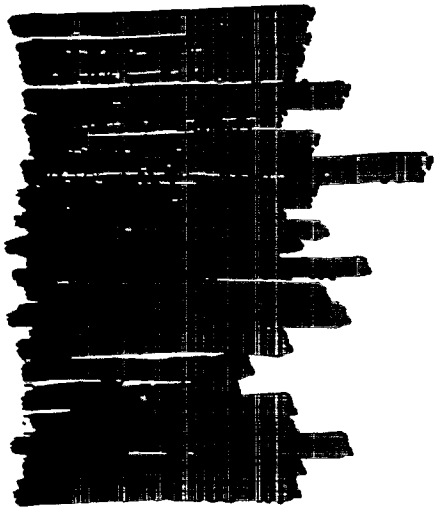
PI #3	FAO
PI #4	NT
PI #5	TAB

CHAMBERS WORKS CONSTRUCTION



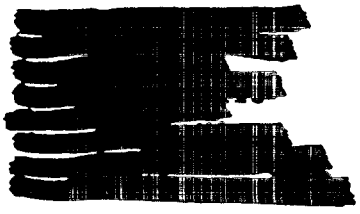
PI #58	TAB
PI #58½	NT
PI #59	TAB
PI #60	TAB
PI #61	NT
PI #62	TAB

CHATTANOOGA CONSTRUCTION



PI #1	NT
PI #1½	FAO
PI #2	FAO
PI #3	NT
PI #4	FAO
PI #5	NT
PI #6	NT
PI #7	TAB
PI #8	FAO
PI #9	FAO
PL #1	SM
PL #2	SM
PL #3	NT
PL #4	NT
PL #5	TAB
PL #6	SM
PL #7	NT
PL #8	SM
S-1	SM
S-2	SM

CIRCLEVILLE CONSTRUCTION



PI #½	FAO
PI #2	NT
PI #1	NT
PI #2	NT
PI #3	FAO
PI #4	NT
PI #4½	NT
PI #5	TAB

DUP 0913626

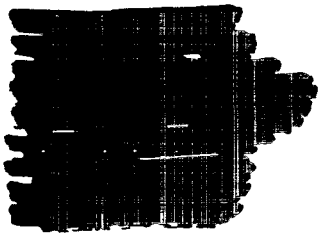
[redacted]

CIRCLEVILLE CONSTRUCTION (CONT'D)



PI #5½	NT
PI #5½	FAO
PI #5-3/4	FAO
PI #6	NT
PL #1	SM
PL #2	NT
PL #3	NT
PL #4	NT
PL #5	NT
S-1	SM
S-2	SM
S-3	SM
S-4	SM
S-5	SM

COLUMBUS REGIONAL SHOPS



PL #1	SM
PL #2	NT
PL #3	SM
PL #3½	NT
PL #4	SM
PL #5	SM
PL #6	NT
PL #7	TAB
PL #8	TAB

EAST CHICAGO



PL #1	SM

ECORSE CONSTRUCTION



HOUSTON CONSTRUCTION

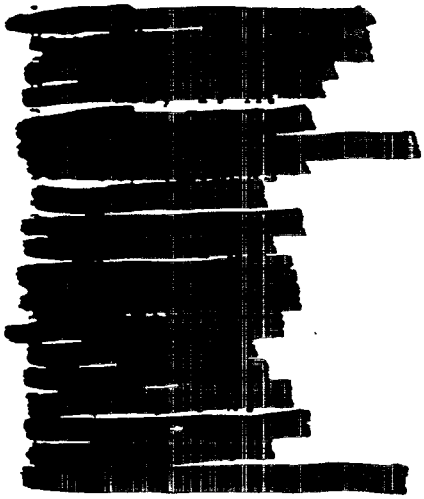


PI #1/2	FAO
PI #1	NT
PI #1	NT
PI #1½	FAO

DUP 0913627

REDACTED

HOUSTON CONSTRUCTION (CONT'D)



PI #2-A	FAO
PI #2-B	FAO
PI #2-C	FAO
PI #3	NT
PI #2	NT
PI #2½	FAO
PI #3	TAB
PI #4	NT
PI #4	FAO
PI #5½	FAO
PI #5-3/4	FAO
PI #6	TAB
PI #7	FAO
PL #1	SM
PL #1	SM
PL #1½	NT
PL #2	NT
S #1	SM
S #2	SM

KINSTON CONSTRUCTION

ED Canton # 19416



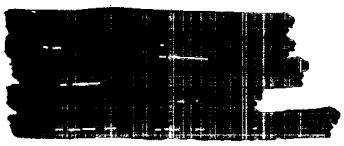
PI #1	TAB
PI #2	NT
PI #3	FAO
PI #4	TAB
PI #5	NT

LOUISVILLE CONSTRUCTION



PI #1	FAO
PI #2	FAO
PI #3½	NT
PI #4	NT
PI #5	NT

MARTINSVILLE CONSTRUCTION



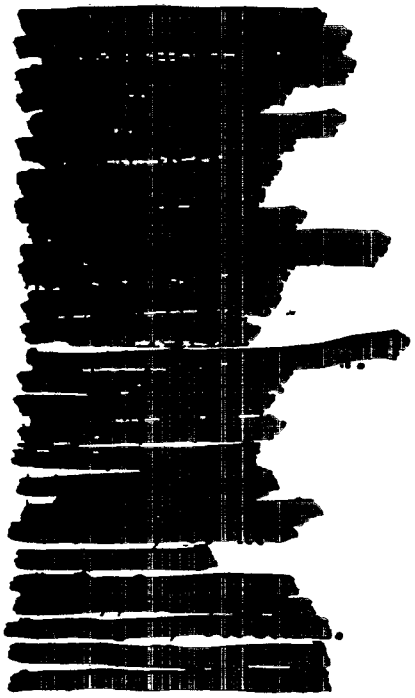
PI #1/2	TAB
PI #1	NT
PI #1½	NT
PI #2	NT
PI #2½	NT

DUP 0913628

REDACTED

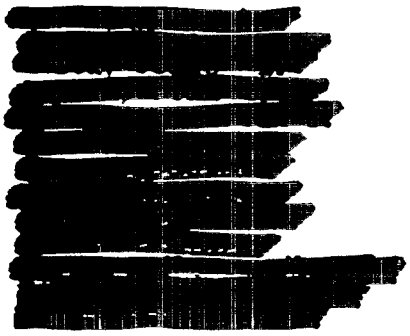
Clinton # 19416

MARTINSVILLE CONSTRUCTION (CONT'D)



PI #3	NT
PI #3½	NT
PI #4	NT
PI #5	NT
PI #6	FAO
PL #1	NT
PL #2	SM
PL #3	SM
PL #4	SM
PL #5	SM
PL #6	TAB
PL #7	SM
PL #8	NT
PL #9	SM
PL #10	NT
PL #10	NT
PL #10	NT
PL #10	NT
PL #11	NT
PL #12	SM
PL #13	SM
S-1	SM
S-2	SM
S-4	SM
S-5	SM
S-6	SM

MAY PLANT CONSTRUCTION



PI #1	NT
PI #2	FAO
PI #2-1/2	NT
PI #3	FAO
PI #4	FAO
PI #5	NT
PI #5½	FAO
PI #6	NT
PI #7	NT
PI #8	NT
PI #9	TAB
PI #10	NT
PI #11	NT

DUP 0913629

REDACTED

Canton # 19416

MOBERLY CONSTRUCTION

[redacted]

PL #1	TAB

MONTAGUE

[redacted]

PI #1	NT
PI #2	FAO
PI #3	NT

OLD HICKORY CONSTRUCTION

[redacted]

PI #14	NT
PI #14½	NT
PI #15	NT
PI #15½	NT
PI #16	NT
PI #17	NT
PI #17½	NT
PI #18	FAO
PI #19	FAO
PI #20	NT
PI #21	NT
PI #22	FAO
PI #23	NT
PI #24	NT
PI #25	FAO
PI #25½	FAO

POMPTON LAKES CONSTRUCTION

[redacted]

PL #1	TAB
PL #2	NT
PL #3	NT

PONTCHARTRAIN CONSTRUCTION

[redacted]

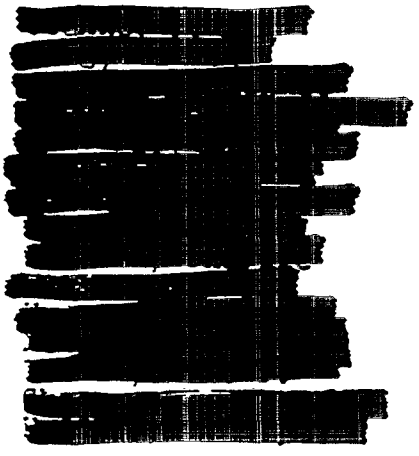
PI #1	NT
PI #2	FAO
PL #1	NT
PL #2	SM
PL #3	SM
PL #4	FAO
PL #5	FAO

DUP 0913630

REDACTED

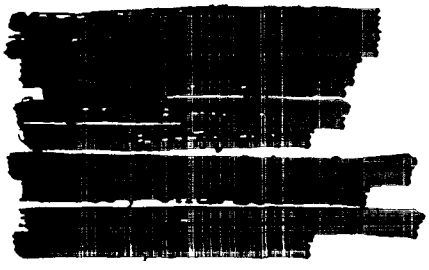
Carton # 19416

SABINE RIVER CONSTRUCTION



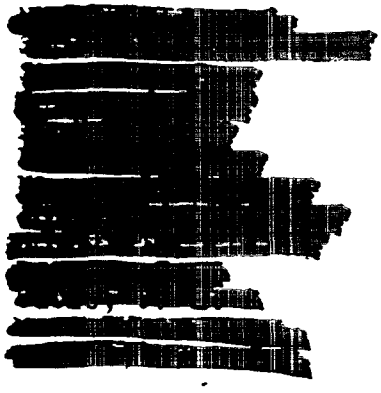
PI #54	TAB
PI #55	NT
PI #55¼	NT
PI #55½	NT
PI #56	TAB
PI #57	NT
PI #58	NT
PI #59	NT
PI #60	NT
PI #60½	FAO
PI #61	NT
PI #62	NT
PI #63	FAO
PI #64	NT
PI #65	NT

SEAFORD CONSTRUCTION



PI #1/2	FAO
PI #1	NT
PI #2	NT
PI #3	FAO
PI #4	NT
PI #5	FAO
PI #5½	TAB
PI #6	NT
PI #7	NT

SPRUANCE CONSTRUCTION



PL #15	SM
PL #16	SM
PL #17	TAB
PL #18	FAO
PL #19	NT
PL #20	NT
PL #21	NT
PL #22	NT
PL #23	NT
PL #24	NT
PL #25	NT
PL #26	NT
PL #27	NT

DUP 0913631

REDACTED

Canton # 19416

VICTORIA CONSTRUCTION

[redacted]

PI #11	NT
PI #12	NT
PI #13	NT
PI #12½	NT
PI #14	NT
PI #15	NT
PI #15½	FAO
PI #15½	FAO
PI #16	NT
PI #16½	NT
PI #20½	NT
PI #21	NT
PI #21½	FAO
PI #22	FAO
PI #23	TAB
PI #24	NT
PI #25	NT

DUP 0913632

REDACTED

DU 030299

DUP 0913633

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
A&H Insurance See: Accident & Health Insurance	ALL					
ABSENCE/ATTENDANCE RECORDS Backup data maintained by P&ER - Personnel Group for the Monthly Time Distribution-Wilmington Report and the Weekly Work Report-Salaried Employees. The offical copy of these reports is retained by BM&ID-Investment & Business Services. Official copy of backup retained three years. Convenience copies retained maximum three years.	ALL	X	MAX 3			MAX 3
Accession Reports See: Reports - Accession	ALL					
ACCIDENT & HEALTH INSURANCE - ENROLLMENT CARDS Application record (G169) of employee's participation in A&H insurance plan. Salary Roll Official copy retained by Finance Department until (employee) termination plus five years. Convenience copy retained by P&ERD - Industrial Relations Group until (employee) termination. Wage Roll - Du Pont Official copy retained by Employee Relations Section at the site until (employee) termination.	CONST	O	UT			UT

EN 3668A

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
Accident Reports See: Automobile Accident Reports	ALL					
ACCOUNTS PAYABLE VOUCHERS						
Accounts Payable Vouchers (APVs). May include backup and detail.	CONST-WS	O	UFTA/5			UFTA/5
	ALL	X	2			2
Finance Department retains the official copy. Convenience copies retained two years.						
Construction - Wilmington Shops retains an official copy until federal tax audit or five years, whichever is later (UFTA/5).						
Activities Reports See: Reports to Executive Committee - Engg. Dept.	ALL					

DUP 0913634

DU 030300

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Page 1
Date February 1982

DUP 0913635

DU 030301

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	PC	MR	Total
ADMINISTRATIVE/GENERAL	ALL	OX	MAX 5	MAX 5		MAX 5
Nontechnical and general correspondence and subject data necessary to perform management/ supervisory duties. Located in offices and Information Centers. Where a document is filed depends on the security and "right and need to know" aspects of information. An index should be maintained with the file. In some cases, the index may contain specific retentions for certain subjects within the overall maximum retention period. Retention for an Administrative/General file is maximum five years (MAX 5). If a longer retention is needed, selected documents may be included in Information Services Administrative/Management - Engineering Department record series maintained in Information Center 13. (Retention is maximum ten years.)						

DUP 0913636

DU 030302

EN 30564

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	MC	HR	Total
ADMINISTRATIVE/MANAGEMENT - ENGINEERING DEPARTMENT	ALL	OX	MAX 10	MAX 10		MAX 10
Correspondence, reports and subject matter relating to the Administration/Management of the Engineering Department. Includes miscellaneous subject cor respondence for Engineering Department as well as information copies directed to the Engineering Department from other Company departments. This Record Series comprises both official and convenience copies. This file is maintained in the Vice President's, General Manager's, Director's or Manager's Offices. Where an Administrative/ Management document is filed depends on the security and "right and need to know" aspects of the document. Selected documents may be maintained in Information Center 13. Retention is maximum ten years (MAX 10).						
Advice of Action See: Executive/Finance Committee Advice of Action/Resolutions See: Project Files	ALL					
Affirmative Action Program See: Equal Employment Opportunities - EEO Records	ALL					

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913637

DU 030303

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
Agreements See: Collective Bargaining Agreements See: Confidential Technical Information Agreement See: Consultant Agreements See: Employee Records See: Price Agreements See: Purchase Orders/Contracts	ALL					
Annual Reports See: Reports to Executive Committee - Engg. Dept. See: Reports - Annual/Semiannual	ALL					
Annual Survey of Manufacturers See: Manufacturing Reports to Federal Government	CONST					
Applications - Employment See: Employee Records - Applicants	ALL					
APPOINTMENT BOOKS	ALL	O	MAX 1			MAX 1
APPROPRIATION REQUEST - AUTHORIZATION NOTICE						
(EN-3947) Official copy is maintained as part of Project Files - Design records series. Retention is until financial close of project plus ten years (UC+10). Convenience copies are retained maximum until financial close of project plus two years.	ALL	X	MAX UC+2			MAX +2

EN 3010A

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Date February 1987

DUP 0913638

DU 030304

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	PC	MR	Total
APPROPRIATION REQUEST - PERMANENT INVESTMENT	ALL	O	FL+2			+2
(EN 1843) Permanent Investment Appropriation Request - Departmental Projects $75,000.00 and under. May be maintained as part of Departmental Project Record Series. Retention is for life of equipment plus two years (FL+2). See also: Departmental Projects						
APV's See: Accounts Payable Vouchers	ALL					
ASME REPORTS	CONST-FS	O	5			5
Associations See: Committee Activities - Technical Societies	ALL					
ATTENDANCE CARDS - CONTRACTOR WAGE ROLL	CONST	O	UCIA/1			UCIA/1
ATTENDANCE CARDS - DU PONT WAGE ROLL	ALL	O	3			3
Weekly time cards.						

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DU PONT

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Page 7
Date February 1982

DUP 0913639

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
Authorization Notice See: Project Files	ALL					
AUTHORIZATIONS	ALL	OX	US			US
May include: . Authorization Record (G-270) . Engineering Department-Construction Division Authorization by Position . Power of Attorney for Export Authorization . Purchase Order Authorization (PC 6576) . Telephone Credit Card Authorization . Wilmington Shops Authorizations (WS-1080) Retained until revised, superseded, or cancelled (US).						
Authorizations - Payroll See: Payroll Authorizations See: Payroll Deduction Authorizations See: Withholding Certificates	ALL					
Authorized Loan of Company Property See: Gate Passes	ALL					
AUTOMOBILE ACCIDENT REPORTS						
(G-245T) Official copy retained by Finance Department until federal tax audit or five years, whichever is later. Convenience copy retained a maximum of five years.	ALL	X	MAX 5			MAX 5

DU 030305

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913640

DU 030306

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
"B" Bonus See: Compensation Records - Incentive	ALL					
BARGAINING AGENCY RECORDS The Du Pont Company's official record of negotiations and correspondence with the Union which represents the workers at Wilmington Shops. Retention is until (contract) terminated plus ten years (UT+10).	CONST-WS	O	UT+10			+10
Beneficiary Designation See: Benefit Plans File	ALL					

EN 3950A

DU PONT

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Page 9
Date February 1982

DUP 0913641

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
BENEFIT PLANS FILE A record of each employee's beneficiary designation and/or participation in the Company's Benefit Plans. . Blue Cross/Blue Shield . Dental Assistance Plan . Du Pont Pension Plan . Group Life Insurance Plan . Thrift Plan . TRASOP						
Salary Roll Official copy retained by the various administrative sections in Finance Department until termination of employee or death of employee or pensioner plus three years (UT+3). Convenience copy retained by P&ER - Industrial Relations Group until termination of employee or death of employee or pensioner plus maximum three years (UT+MAX3).						
Wage Roll - Du Pont Official copy retained by Employee Relations Section at the site until termination of employee or death of employee or pensioner plus three years (UT+3).	CONST	0	UT+3			+3

DU 030307

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RECORDS CONTROL SCHEDULE

Page 10
Date February 1982

DUP 0913642

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
BIDDERS SOURCE FILE	CONST-CONTR	OX	US			US
Current information on contractors. Consists of official and convenience copies and includes the following: . Alphabetical file by contractor containing bidding record and information on type and quality of work performed. . Card file cross-referencing type of work and location of cont.actor. . Samples of completed bid forms for reference, filed by type of work. . Bidders Lists for reference, filed by type of work. Retention is until revised or superseded (US).						
BILLING REPORTS	CONST-FS	O	UCIA/3			UCIA/3
BREACH OF TRUST OR CRIMINAL ACT						
(G689) Retention is five years from date of incident. Summary reports are retained until purpose served. Official copy of "Theft Reports" is maintained as part of BM&ID Subject File located in Information Center 31.	ALL	X	MAX 5			MAX 5

DU 030309

DUP 0913643

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
BUDGET DETAIL	CONST-WS	X	5			5
Budgets See: Administrative/General	ALL					
BUILDING PERMIT RECORDS						
Books and site folders which record status of all Building Permits and action taken. Record Series is maintained in Specialist-Architectural and Civil Section offices. Official copy retention is for life of facility (FL) or until (permit) expired. Reviewed annually. Record Series is also subject to an until federal tax audit (UFTA) stipulation for the year in which the equipment or facility is disposed of by Du Pont. Convenience copies of permits are also filed in Project Files - Design and are subject to that retention.	ALL	O	FL			FL
Burden Report See: Reports - Operating Cost Accounting	CONST-WS	X	2			2

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RECORDS CONTROL SCHEDULE

Page 12
Date February 1982

DUP 0913644

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
Calendars See: Desk Calendars	ALL					
CASH COLLECTION AND PAYROLL DEDUCTION BOOKS	CONST-FS	O	UCIA/1			UCIA/1
Retain one year or until completion of internal audit, whichever is later (UCIA/1).						
CASHIER FILE	ALL	O	UFTA/6			UFTA/6
May include: . Check Vouchers . Deposit Letters and Remittance Report . Disbursement Report . Facing Vouchers G-200 . Sales Slips . Substantiation of Entertainment Expense G-195						
Retained until completion of federal tax audit or six years, whichever is later (UFTA/6).						
Cashier Reports and Check Copies See: Cashier File	CONST-FS					

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DU 030310

EN 3910A

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913645

DU 030311

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	HVR.	Total
CATALOGS - MANUFACTURER/VENDOR						
An organized "Engineering Department Vendor Catalog File" is maintained by Information Center 52. Satellite files are located in Information Center 32, EDL and ETC, and Design's subcontractors' and Regional Offices. Inventory includes domestic and foreign catalogs. File inventory is determined by an annual review of usage records. Official file copy retention is until revised or superseded (US). Convenience copies maintained outside official Vendor Catalog File. May be retained until revised or superseded (US).	ALL	X	US			US
Census of Manufacturing See: Manufacturing Reports to Federal Government	CONST					
Certificates of Insurance See: Insurance Certificates - Contractor	CONST-CONTR					
CEV's See: Cross Entry Vouchers	ALL					
Change of Status See: Consolidated Revolving Document	ALL					

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RECORDS CONTROL SCHEDULE

DUP 0913646

DU 030312

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	HC	HR	Total
CHANGE OF STATUS - WAGE ROLL	CONST-WS	O	UCIA/1			UCIA/1
(EN 2932) Documents wage roll employee's change of status. The information is entered into the Employee Relations file and/or maintained in the Payroll Office. Retained until completion of internal audit or one year, whichever is later (UCIA/1).						
CHARTS	ALL	OX	US	US		US
May include: . Original art work used in preparing reports. . Charts used for presentations and speeches. . Charts used by trainers and instructors during the course of a program. May be reduced in size for folder filing. Retention is until revised, superseded or obsolete (US). Based on further value as a chart. Reviewed annually.						
Chemical Engineering Newsletter See: Engineering Department Publications - Serial/Technical	ALL					

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913647

DU 030313

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
CHRONOLOGICAL FILES An extra convenience copy file of correspondence. Maintained in chronological (date) order rather than by subject.	ALL	X	MAX 1			MAX 1
COLLECTIVE BARGAINING AGREEMENTS Retain until revised or superseded (US).	CONST-FS	X	US			US
COMMITTEE ACTIVITY - SPECIAL STUDIES Divisional and multidivisional committees whose work involves a task to be completed and usually results in an official report document. The chairman or designated member is responsible for maintaining the official file, which includes backup data for the committee. Files maintained by other members are convenience files. At the close of the study, the official files (backup data and reports) should be transferred to an Information Center. Retention of official file is until close or completion (UC) of study plus maximum ten years (MAX 10). Convenience files are retained until close or completion (UC) of study plus maximum five years (MAX 5).	ALL ALL	O X	UC UC+ MAX 5	MAX 10		+MAX 10 +MAX 5

DUP 0913648

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RECORDS CONTROL SCHEDULE

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
COMMITTEE ACTIVITY - STANDING ENGG DEPT PROGRAMS	ALL	O	2	2	6	10
Standing Committees such as Design "HOW" Committee, Designer Practices Committee, and Safety Committees operate within the Engineering Department. Official file for these committees is the responsibility of the chairman. Documents of record value are sent to an Information Center after two years. Retention is an additional two years in the Information Center plus six years in the Hall of Records. Total retention for official file is ten years. Convenience files maintained by committee members may be retained a maximum ten years.	ALL	X	MAX 10			MAX 10
COMMITTEE ACTIVITY - TECHNICAL SOCIETIES	ALL	OX	MAX 10	MAX 10		MAX 10
Engineering Department personnel may serve on Technical Society Committees. Files accumulated while serving on committees may be retained in the office or transfer ed to an Information Center. Selected documents from these files may be placed in a Subject/Reference File. Retention is maximum ten years (MAX 10).						

DUP 0913649

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RECORDS CONTROL SCHEDULE

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
COMPENSATION RECORDS - INCENTIVE						
Formerly "B" Bonus	ALL	X	MAX 5			MAX 5
Official copy retained by Finance Department. Convenience copy retained maximum five years (MAX 5).						
COMPUTER PROGRAMS - NUMERICAL CONTROL MACHINES	CONST-WS	O	US			US
Programs developed by Wilmington Shops for their Numerical Control Machine Tools. Program files contain documentation of program, i.e., drawings, printouts, and card decks. Maintained in the programmer's office.						
Retention is until revised, superseded, or obsolete (US).						
BM&ID-Computer Applications Section maintains the source program which is retained in the Vital Records Vault.						
COMPUTER PROGRAMS - SPECIAL PURPOSE	ALL	O	UC			UC
Job programs run by individuals in the course of their work assignments. Includes card decks, discs and tapes.						
Retention is while program is active and usuable (UC).						

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RECORDS CONTROL SCHEDULE

DUP 0913650

DU 030316

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
COMPUTER REPORTS/RUNS	ALL	X	US			US
Convenience copies are retained only until purpose served or until information is revised, superseded, or cancelled (US).						
CONFIDENTIAL TECHNICAL INFORMATION AGREEMENT	CONST-CONTR	O				
(LG-4949) Also known as "Secrecy Agreement."	ALL	X	MAX UT			MAX UT
Convenience copies may be retained maximum until (agreement) terminated.						
For official copy see Consultant Agreements or Purchase Orders/Contracts						
Construction Division - Authorization by Position See: Authorizations	ALL					
CONSTRUCTION DIVISION - POLICY RECORDS	CONST	OX	US			US
Corporate, Departmental, and Divisional letters that establish or clarify Division policy.						
Retention is until (policies) revised or superseded (US).						

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913651

DU 030317

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	NWR	Total
CONSTRUCTION DIVISION STATISTICS - CURRENT	CONST-PLAN	OX	3			MAX 3
Statistical data reports are compiled by Planning Section and distributed monthly, quarterly, and annually interdepartmentally for purposes of Division/Departmental control. An index to these files notes specific retentions within the maximum three year retention. Includes: . Annual Report Backup . Cost Reduction . Employee Master File . Financial . Premium Pay . Wilmington Office Force . W.S.R. Forecast Backup . Work Sampling						
CONSTRUCTION DIVISION STATISTICS - HISTORICAL	CONST-PLAN	O	25			25
Data gathered for purposes of overall Division control and coordination. Information is assembled monthly, condensed annually, and retained twenty-five years. Includes: . Division Statistics (Book) . Field Force Reports (Files) . Force Details (Books) . Force Forecast Summary (Books) . Force Report Summary (Books)						

DU 030318

DUP 0913652

EN 3950A

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
CONSTRUCTION FORECASTS						
Official copy maintained by Control Specialist for ten years. Convenience copies may be retained for a maximum of ten years (MAX 10).	ALL	X	MAX 10			MAX 10
CONSTRUCTION FORECASTS - BACKUP	ALL	OX	MAX 10			MAX 10
Backup and worksheets for Construction Forecast. Retention is maximum ten years (MAX 10). BM&I - Investment Engineering is responsible for issuing the Construction Forecast and retains the backup for two years.						
CONSTRUCTION FREIGHT DISTRIBUTION						
Indicates freight charges. Also known as "Freight Runs." Official copy of these runs maintained by Finance Department - Accounting Division. Convenience copies retained until completion of internal tax audit or one year, whichever is later (UCIA/1). A convenience copy file, arranged by month/site, is maintained by BM&I - Investment Engineering Section for two years.	CONST-FS	X	UCIA/1			UCIA/1

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913653

DU 030319

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
Construction Safety Histories/Statistics/Backup See: Safety Records	CONST-SFTY					
Contractors Insurance See: Insurance Certificates - Contractors	CONST					
Contracts See: Purchase Orders/Contracts	CONST-CONTR					
CONTRACTS - "W"/WHOLE	CONST-FS	O	UFTA/6			UFTA/6
CONTROL RECORDS/INDEXES	ALL					
Books, card files, lists, log sheets, reference materials, etc. to document status of records and to use as tools in performing assignments.						
There are three basic types of control records:						
1) Those that have served their purpose when the related records are cancelled, revised, or superseded.		O	US	US		US
2) Those that relate to material which may or may not be sent to Hall of Records are retained for two years after related documents are destroyed.		O	+2	+2		+2
3) Those that are recorded in log form are retained two years after the last date on the record.		O	+2	+2		+2
See also specific Record Series which indicate retention of their indexes.						

EN 30164

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913654

DU 030320

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	MC	MR	Total
Cost Analysis See: Special Studies	CONST-WS					
COST RECORDS - CARRYING ACCOUNT Includes computer reports prepared in Wilmington. Retention is two years or until completion of internal audit, whichever is later (UCIA).	CONST-FS	X	UCIA/2			UCIA/2
COST RECORDS - CONTROL DESK . Control Sheets and Reconciliation of Accounts (EN-3301) . Cost Vouchers (JEVs, MEVs, Computer Input Sheets for JEV-MEV Freight, BAs, and Cashier Costs) Retention is six years or until federal tax audit, whichever is later (UFTA/6).	CONST-WS	O	UFTA/6			UFTA/6
Cost Records - Detail Cost Ledger See: Reports - Investment Engineering	CONST-FS					
COST RECORDS - PROJECTS Includes all computer reports prepared in Wilmington. Retention is until close of project plus six months (UC+6 MO).	CONST-FS	X	UC+6 MO			+6 MO

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RECORDS CONTROL SCHEDULE

DUP 0913655

DU 030321

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	HC	HHR	Total
COST REDUCTION						
The Cost Reduction Program is a corporate program. These records represent Engineering's participation. Official copy of the formal report is maintained by BM&I - Manager. Retention is five years. Convenience copies of the report and backup are retained maximum five years.	ALL	X	MAX 5			MAX 5
Cost Reports See: Reports - Operating Cost Accounting	ALL					
Cost System Reports See: Reports - Cost Systems	CONST-WS	O	UPTA/5			UPTA/5
CRAFT WELFARE REPORTS Usually maintained by contractor.	CONST-FS	O	UCIA/1			UCIA/1

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RECORDS CONTROL SCHEDULE

DUP 0913656

DU 030322

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	N/R	Total
CROSS ENTRY VOUCHERS						
(EN 1270) Engineering Department Operating Cost Accounting System Cross Entry Vouchers (CEV's). BM&I - Investment & Business Services maintains the official copy in Information Center 31 for two years, then transferred to Hall of Records. Total retention is five years or until federal tax audit (UFTA/5), whichever is later. BM&I - Investment Engineering retains a convenience copy in Information Center 31 for two years.						
Convenience copies retained two years.	ALL	X	2			2
See also: Source Record #50 and Source Record #71						
Cross-Orders See: Project Files	ALL					

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913657

DU 030323

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	HWR	Total
"D" Change Orders See: Project Files	ALL					
Date Books See: Appointment Books	ALL					
Deduction Authorizations See: Payroll Deduction Authorizations	CONST					
Delivery Sheets See: Receiving and Stores File	CONST-WS					
DEMURRAGE RECORDS	ALL	O	3			3
DEPARTMENTAL PROJECTS Backup and information related to construction costs and/or equipment purchases covered by Departmental Projects. Includes (EN 1843) Permanent Investment Appropriation Requests - Departmental Projects $75,000 and Under. Retention is for file of equipment or facility records represent (FL). See also: Equipment Files	ALL	O	FL	FL		FL
DEPOSIT LETTERS	CONST-FS	O	2			2

DU 030324

DUP 0913658

TN 3050A

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
DEPRECIATION ACCRUAL LIST						
(FA-116) Finance Department retains official copy. Convenience copy retained four years. Also maintained as part of Furniture and Fixture Inventory record series by BM&I - Investment & Business Services Section.	ALL	X	4			4
DESIGN PLANNING SHEETS						
Record Series includes: . Design Preplanning Sheets List of future work for forecasting manpower requirements . Design Planning Sheets - Estimates List of projects prior to authorization for Current Appraisal or CCE. Includes dates information will be transferred between functions involved. . Design Planning Sheets - Construction Project List of projects authorized for Construction. Includes information due dates and dates information will be transferred. Official copy retention is one year. Convenience copies may be retained maximum one year. Information Center - QAE retains a convenience of the Design Planning Sheets for two months	ALL	X	MAX 1			MAX 1

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Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
Design Procedure See: Project Files	ALL					
DESIGN SPECIFICATIONS Project or Plant Specifications prepared by Design. Two transparencies and five opaque copies of each completed specification is sent to Drawing File. Official copies maintained in Drawing File. Retention is until revised or superseded (US).	ALL	X	US			US
DESK CALENDARS	ALL	O	MAX 1			MAX 1
DETAIL RATE REPORT Maintained by Payrolls Group. Retention is until completion of Internal Audit or one year, whichever is later (UCIA/1).	CONST-PS	O	UCIA/1			UCIA/1
DEVELOPMENT STUDIES Correspondence pertaining to actions involving development of new methods, techniques, materials, and equipment for use within Construction Division. Records may be a result of committee involvement or by individual request (site, management, vendor) May be culled for state-of-the-art data which can be included as part of a Subject/Reference File.	CONST-PLAN	OX	5			MAX 5
DIARIES	ALL	O	MAX 1			MAX 1

EN 30104

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913660

DU 030326

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
DICTATION NOTEBOOKS Proprietary Information Protection requires that dictation and shorthand notes be kept secure at all times. Wherever practical, such notes should be destroyed immediately after transcription but no individual pages may be retained for more than three months. Retention is maximum three months (MAX 3 MO).	ALL	O	MAX 3 MO			MAX 3 MO

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RECORDS CONTROL SCHEDULE

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DUP 0913661

DU 030327

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
DIVISION/SECTION FILES - DESIGN						
Record Series comprises nonproject, nonplant/ department correspondence, report and subject files having to do with Design Division functional sections/groups (Process, Specialists, Technical Assistance, International). May include: . Contractor forces data . Non-account studies . Reports (monthly, quarterly) . Special problems/subjects . Training Record Series provides a file location for Design Division data which does not relate to a Project, Plant, Industrial/Staff Department or to any other identifiable Record Series category. Commonly referred to as "Section/Group" files. Official copy retention is in Information Centers 32 and 52 for ten years. Retention applies to chronological date of records. Convenience copies may be retained in office a maximum of five years. Records may be destroyed or transferred to an Information Center for review and culling before that time. Information Center - QAE retains a convenience copy of Design Division Quarterly Report for two months.	ALL	X	MAX 5			MAX 5

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RECORDS CONTROL SCHEDULE

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DUP 0913662

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
DRAWING SCHEDULES - MASTER						
Final Master copies of Drawing Schedules are retained in Drawing File for life (FL) of the facility they represent. Record Series is also subject to an until federal tax audit (UFTA) stipulation for the year in which the equipment or facility is disposed of by Du Pont. Reviewed annually.	ALL	X	US			US
Convenience copies issued during the course of a project may be retained until revised or superseded (US).						
Du Pont Context, Du Pont Magazine, Du Pont News See: Du Pont Publications	ALL					
Du Pont Energy Report See: Engineering Department Publications - Serial/Technical	ALL					

DU 030328

EN 30564

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RECORDS CONTROL SCHEDULE

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DUP 0913663

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
EEO Records See: Equal Employment Opportunities - EEO Records	ALL					
Employee Pass Out See: Gate Passes	ALL					
EMPLOYEE RECORDS - CPPC CONTRACTORS Usually maintained by contractor. Retain until (employee) termination (UT).	CONST-FS	O	UT			UT
EMPLOYEE SALES RECORDS Includes: . Cash Sales . Payroll Sales . Personal Sales (EN 2209) Retention is until completion of internal audit or one year. Official copy of Personal Sales records retained by BM&I - Investment and Business Services Section.	ALL	O	UCIA/1	.		UCIA/1
EMPLOYMENT RECORD CARD - CPPC CONTRACTORS Convenience copies of cards maintained by Payrolls Group. Retain until completion of internal audit for year in which employee terminated (UCIA/UT). Then turn over to contractor. This record usually maintained by contractor.	CONST-FS	X	UCIA/UT			UCIA/UT

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RECORDS CONTROL SCHEDULE

DUP 0913664

DU 030330

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	M/R	Total
ENGINEERING DEPARTMENT - REQUEST FOR FUNDS						
(EN 3278) Official copy retained by Design Division as part of Project Files - Design record series. Official copy of ER&D Request for Funds retained as part of Project Files - ER&D record series.						
Convenience copies may be retained until (project) closed plus maximum two years.	ALL	X	UC+ MAX 2			UC+ MAX 2
ENGINEERING DEPARTMENT STANDARD PRACTICE						
Engineering Department Standard Practice Manual covers Company and Department policies, rules and procedures as they apply to the Engineering Department. Many groups in the Engineering Department have the responsibility of specific parts, sections and items in the Standard Practice. However, overall responsibility as to format, securing approval, etc., rests with BM&I - Investment & Business Services Section.	ALL	X	US			US
Retention is until revised or superseded (US).						
Engineering Research Review See: Engineering Department Publications - Serial/Technical	ALL					
Environmental Health See: Occupational Health	ALL					

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913665

DU 030331

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	HVR.	Total
Environmental Health Cases See: Occupational Health; Cases Files	CONST-SFTY					
Equal Employment Opportunity - Cases/Complaints See: Equal Employment Opportunity - EEO Records	ALL					

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RECORDS CONTROL SCHEDULE

DUP 0913666

DU 030332

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
EQUAL EMPLOYMENT OPPORTUNITIES - EEO RECORDS	ALL					
The following sites have Administrative responsibility for the Affirmative Action Program and maintain the official copy file for all EEO records.						
. Engineering Development Lab . Savannah River - Construction . Wilmington Shops						
All other sites, for the purpose of the Affirmative Action Program, are considered "Louviers Site." The official copy file for all EEO records is maintained by P&ER - Personnel Services Manager.						
Affirmative Action Programs						
. Retained until superseded.		O	US			US
		X	US			US
Compliance Reviews						
. Correspondence on routine reviews where judged "in compliance". Retain current year plus previous year (or most recent).		O	1			1
		X	MAX 1			MAX 1
. Specific correspondence indicating "in compliance", "showing of good faith effort", etc. Retain until time of next compliance review or until superseded (US).		O	US			US
		X	US			US

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RECORDS CONTROL SCHEDULE

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DUP 0913667

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
EQUAL EMPLOYMENT OPPORTUNITIES - EEO RECORDS (Cont'd)	ALL					
EEO Discrimination Charges						
. Investigations. Retain one year after conclusion of investigation (UC+1). If charge has potential for continuation, retain file three years after conclusion of investigation (UC+3).		O	UC+1			+1
		X	MAX UC+1			MAX UC+1
. Conciliated Cases. Retain six years after terms of agreement fulfilled or agreement expires (UT+6).		O	UT+6			+6
		X	MAX UC+6			MAX UC+6
Regulations						
. Retain until superseded (US).		O	US			US
		X	US			US
EQUIPMENT COMPLAINT FILE	CONST-QA	O	10			10
Complaints from Industrial Departments, Design, vendors, etc. concerning equipment inspected by Quality Assurance Field Representatives. File arranged chronologically and maintained in the office.						
Retention is ten years.						

EN 30504

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RECORDS CONTROL SCHEDULE

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DUP 0913668

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
EQUIPMENT FILES	ALL	O	FL			FL
A file which contains pertinent information on equipment, tools, machines, etc. at a site. Maintained by person or group responsible for equipment maintenance. May include: . Instruction/Operating Manuals . List of Qualified Operators . Location & Loan Records . Maintenance History . Permits for Operation . Purchase Order . Specifications . Vendor Brochures Retention is for life of equipment (FL). Reviewed annually. See also: Departmental Projects See also: Major Equipment Files For general information on vendors and equipment see Vendor File						
Estimate Correspondence See: Project Files	ALL					
Estimate of ED Cost See: Project Files	ALL					

DU 030334

EN 30104

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RECORDS CONTROL SCHEDULE

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DUP 0913669

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R.	Total
Estimates - Check (CE) See: Project Files	ALL					
Estimates - Construction Cost Estimates (CCE) See: Project Files	ALL					
Estimates - Current Appraisal (CA) See: Project Files	ALL					
Export of Manufactured Products See: Manufacturing Reports to Federal Government	CONST					
EXPORT PACKING LISTS	ALL	O	5			5
EXPORT SHIPPING DECLARATION	ALL	O	5			5
(G-359)						

DU 030335

EM 3050A

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913670

DU 030336

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	HWR	Total
Federal Excise Tax Report - Gas & Oil See: Manufacturing Reports to Federal Government	CONST					
Field Change Requests See: Project Files	ALL					
FIELD CHECK RECORDS Verification of personnel location at the various field sites.	CONST-FS	O	UCIA/1			UCIA/1
Field Inspectors Manual See: Manuals - Engineering Department	CONST					
Films See: Films/Negatives/Photographs/Slides/ Videotapes	ALL					

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RECORDS CONTROL SCHEDULE

DUP 0913671

DU 030337

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
FILMS/NEGATIVES/PHOTOGRAPHS/SLIDES/VIDEOTAPES	ALL	O	UC	UC		UC
Information communicated by various visual media.	ALL	X	US	US		US
Retention relates to "content" rather than "media" of the record. Official copy retained while (information) active (UC). Convenience copies retained until (information) revised, superseded or obsolete (US).						
Films, negatives, photographs, slides and video tapes which relate to a specific record series are subject to that retention. For example Engineering Standards - Newsletter Negatives, JET Films, Presentation/Speeches, Project Files, Special Studies, etc.						
For personnel photographs and negatives See: Photographs - Engg Dept Personnel See: Negatives - Engg Dept Personnel						
FIXED ASSET ACCOUNTS - UNIT LIST						
(FA-104) Fixed Asset Record Unit Lists are the master control for Fixed Assets.	ALL	X		US		US
Finance Department retains the official copy. Convenience copies retained until revised, superseded or obsolete (US).						
Fixed Asset Control Ledger See: Fixed Asset Accounts - Unit Lists	ALL					

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913672

DU 030338

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
FIXED ASSET CONTROL REGISTER						
Used to assign Fixed Asset Voucher numbers for Wilmington Shops. Finance Department retains the official copy. Convenience copy retained four years.	CONST-WS	X	4			4
FIXED ASSET INVENTORY RECORDS						
Inventory done every ten years which shows the location of Fixed Assets at a site. Convenience copies retained ten years.	ALL	X	10			10
FIXED ASSET SUMMARY BY ACCOUNT						
(FA 105) Lists investments by account for a site. Finance Department retains the official copy. Convenience copies retained until revised or superseded. BM&I - Investment Engineering Section retains a convenience copy for one year in Information Center 31.	ALL	X	US			US
FIXED ASSET SUNDRY ITEMS LIST						
(FA 160) Master List of furniture and fixtures inventory issued quarterly by Finance Department. Finance Department retains the official copy. Convenience copies retained until revised or superseded (US).	ALL	X	US			US

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913673

DU 030339

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
FIXED ASSET TRIAL BALANCE						
Report shows financial data such as total dollar value of investment by group, reserve status, and replacement cost. Finance Department retains the official copy. Convenience copies retained four years.	ALL	X	4			4
FIXED ASSET UNIT & ITEM NUMBER CONTROL REGISTER	ALL	O	US			US
Number control register for Fixed Assets.						
FIXED ASSET VOUCHERS						
(G424C) Official copy is retained by Finance Department. Convenience copy retained for a maximum of five years.	ALL	X	MAX 5			MAX 5
Force Reports See: Administrative/General	CONST-WS					
FORCE REPORTS - CONSTRUCTION	CONST-CM&CE	X		2	8	10
(EN 3020) Force Report prepared weekly by individual Construction sites. File is maintained by site in Information Center 13 for two years; then transferred to Hall of Records for eight years. Convenience copies retained a total of ten years.						

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913674

DU 030340

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	HWR	Total
FREIGHT DETAIL SLIPS	ALL	O	3			3
(G 631) Official copy retained three years.	CONST-FS	X	UCIA/1			UCIA/1
Construction - Field Sites retain convenience copies until completion of internal audit or one year, whichever is later (UCIA/1).						
FREIGHT REGISTERS	ALL	O	3			3
(TD 10571) FMIS Manual) Standard Freight Record. Official copy retained three years.						
BM&I - Investment and Business Services retains an official copy for three years.						
Freight Runs See: Construction Freight Distribution	CONST-WS					
FREIGHT/TRAFFIC CLAIMS						
Claims for freight damages over fifty dollars are sent to Transportation and Distribution Department which retains the official copy.	ALL	X	UCIA/1			UCIA/1
Convenience copy retained until completion of internal audit or one year, whichever is later.						

EN 3960A

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913675

DU 030341

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	RC	H/R	Total
FURNITURE AND FIXTURES INVENTORY						
Inventory of furniture and fixtures done every five years. Finance Department retains the official copy. BM&I - Investment & Business Services retains an official copy until federal tax audit or five years whichever is later (UFTA/5). Includes: . P&P Records . Fixed Asset Records Depreciation Accrual Lists Summary by Type of Asset Summary by Account FA Voucher List . Reconciliation P&ER - Office Services Group maintains a file on furniture and fixtures which includes both official and convenience copy records. Retained in Miscellaneous Services Office until revised or superseded (US).						
Convenience copies of the inventory maintained at sites are retained until revised or superseded (US).	ALL	X	US			US

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RECORDS CONTROL SCHEDULE

DUP 0913676

DU 030342

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
GAS CYLINDER CONTROL BOOK A registry of gas cylinders on site at Wilmington Shops showing registration number and vendor owner. Maintained by Receiving and Stores Section. Retention is until revised or superseded (US).	CONST-WS	O	US			US
GASOLINE AND LUBRICATING OIL TAX REFUNDS Relates to State and Federal tax. Maintained by Miscellaneous Clerical section.	CONST-FS	X	2			2
GATE PASSES May include: . Authorized Loan of Company Property (EN 4322) . Employee Passout (EN 1067) . Material & Package Pass (EN 1073) . Salvage Delivery Ticket (G-376) . Vehicle Pass (EN 3430) Retain until completion of internal audit or one year, whichever is later (UCIA/1).	ALL	O	UCIA/1			UCIA/1
GOVERNMENT AFFAIRS ACTION PLAN (GAAP) GAAP is a Du Pont program administered by Employee Relations Department. Material retained until revised or superseded (US).	ALL	X	US			US

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913677

DU 030343

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
Hall of Records Storage Lists See: Records Storage Lists - Hall of Records	ALL					
Hazardous Materials Files See: Safety Records	CONST-WS					
Health Insurance See: Accident & Health Insurance	ALL					

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DUP 0913678

DU 030344

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
Incentive Compensation See: Compensation Records - Incentive See: Compensation Records - Special	ALL					
Indexes See: Control Records/Indexes	ALL					
Industrial Health See: Occupational Health Records	ALL					
INDUSTRIAL SECURITY Includes correspondence, procedures for demonstrations, bomb threats, etc. Review of specific security procedures and decisions. Official copy file maintained by P&ER - Safety, Security & Suggestions Group. Retention is five years.	ALL	X	MAX 5			MAX 5
INJURY RECORDS - OSHA LOG OSHA Log (Form 200). A chronological listing of personal injuries maintained by Safety Office. Pages are retained for five years from latest date on sheet. P&ER - Safety, Security & Suggestion Group retains an official copy for five years.	ALL	O	5			5

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Date February 1982

DUP 0913679

DU 030345

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	HVR	Total
INJURY RECORDS - PERSONAL INJURIES						
On-the-job injury occurrences involving Du Pont employees. Includes backup data, follow-up, and reports. Official copy retained by Employee Relations Department. Retention is until after last payment or until release plus ten years (UC+10). An official file is maintained by site Safety Coordinator. Official copy files for Du Pont wage roll employees located at construction sites are maintained by Construction - Safety Engineer.	ALL	OX	UC +10			+10

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	I/R	Total
INJURY RECORDS - PUBLIC LIABILITY						
Official injury records for non-Du Pont employees at construction sites. Maintained by Construction - Engineer. Includes investigation records, injury reports, and statements by witnesses.	CONST-SFTY	O	UC		+10	+10
	CONST-FS	X	5			5
Since there is no statue of limitations on Industrial Health claims, these records supplement the "Injury Report - Employees" records maintained permanently by the Employee Relations Department.						
Retention until after last payment or until release plus ten years (UC+10).						
Construction - Field Sites retain convenience copy files for five years.						
For records covering potential health claims and/or exposure see: Occupational Health Records; Case Files						
Injury Records - Statistics See: Safety Records	ALL					
Injury Reports - Minor See: Medical Treatment/First Aid Injury Report	ALL					

DUP 0913680

DU 030346

EN 3016A

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
INSPECTION CERTIFICATES Certification from insurance companies stating that pressure vessels have been inspected and comply with ANSI codes. Retention is until (certificate) e pired (UT).	CONST-WS	O	UT			UT
INSPECTION LOG Maintained by Wilmington Shops - Quality Control Section. Documents inspections performed, on what equipment, and by whom. Retention is twelve months.	CONST-WS	O	12 MO			12 MO
INSPECTION REPORTS Reports on selected inspections performed by Wilmington Shops - Quality Control Section. Official copy maintained as part of the Shop Orders record series and is subject to that retention. A convenience copy is retained for six months (6 MO).	CONST-WS	X	6 MO			6 MO

DUP 0913681

DU 030347

EN 30164

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Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
INSURANCE CERTIFICATES - CONTRACTORS	CONST-CONTR	O	US			US
Evidence of insurance carried by companies with which Du Pont does business at construction sites. Types of insurance included are workmen's compensation, comprehensive liability, and automobile. This information is broadcast throughout the company by Construction - Contracts Section. Retention is until expired, cancelled, or superseded (US).	ALL	X	US			US
Interviewer's Report See: Preemployment Screening - Personnel	ALL					
INVENTORIES	ALL	O	US			US
Internal inventories of tools and material. May include: . Fixed Value Stores . Inspection Tools Inventory . Parts List . Pattern Lists . Stores Inventory . Tool Crib Lists Retain until revised or superseded (US). For Corporate Inventories See: Fixed Asset Inventory Records See: Fixed Asset Sundry Items List See: Furniture & Fixtures Inventory						

DUP 0913682

DU 030348

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
INVENTORY RECORDS - PIPE Record includes work sheets, computer runs (IMCS) and other data related to annual pipe inventory. Maintained at Regional Shops. Retention is until completion of interval audit or three years, whichever is later (UCIA/3).	CONST-FS	O	UCIA/3			UCIA/3
Investment Trail Balance See: Fixed Asset Trial Balance	ALL					
Invoices See: M2 Customer Invoice Series File See: M2 Customer File See: MA Invoices See: Purchase Orders - ED See: Source Record #81	ALL					
ISOMETRIC SKETCHES Project A&C, Electrical, Instrument and Pipe Sketches. Maintained by Construction - Fabrication Detailing Operation. Retention is until close of the particular phase of a project; then transferred to Hall of Records for an additional ten years (UC+10). Record Series is also subject to an until federal tax audit stipulation for the year in which the facility is disposed of by Du Pont.	CONST-FDO	O	UC	+10		+10/ UFTA

DUP 0913683

DU 030349

EN 3950A

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WVR	Total
JET TECHNOLOGY FILES	CONST-WS	OX	MAX US			MAX US
JOB HISTORIES	CONST-CM&CE	O	2	3	10	15
Prepared by Construction Project Managers; approved by Construction Managers. Arranged by site and project number. Maintained in office for two years; transferred to Information Center 13 for additional three year retention. Then transferred to Hall of Records for ten years. Total retention is fifteen years based on date of the History.						
JOURNAL ENTRY VOUCHER BILLINGS	CONST-WS	X	4			4

DUP 0913684

DU 030350

EN 3050A

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
JOURNAL ENTRY VOUCHERS						
(G27E) Journal Entry Voucher forms (JEVs). Official copy retained by Finance Department. Convenience copies retained for two years. See also: Source Record #59 Computer Input Sheets (EN-1986) See also: Source Record #70 Computer Input Sheets (EN-1986) BM&I-Investment & Business Service Section retains a convenience copy for two years in Information Center 31. BM&I - Investment Engineering retains a convenience copy for two years in Information Center 31. . JEV 7555 - ED Close-Out Vouchers . JEV 7559 - ER Transfer	ALL	X	2			2

DUP 0913685

DU 030351

EN 30164

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913686

DU 030352

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
LABOR CRAFTS - GENERAL Correspondence pertaining to specific crafts such as asbestos workers, brick layers, pipe fitters, etc. Usually refers to crafts on a national level. Retention is ten years.	CONST-LR	OX	10			10
LABOR CRAFTS - JURISDICTIONS Labor Craft Jurisdictions of record. Retained until revised or superseded (US).	CONST-LR	X	US			US
LABOR DISTRIBUTION Retain one year or until completion of internal audit, whichever is later (UCIA/1).	CONST-WS	X	UCIA/1			UCIA/1
LABOR RELATIONS Records involving jurisdictional disputes, contested work assignments, labor logs or notes on understandings reached on work or job conditions. Retain until (job) complete or for job duration (UC). Files are then culled and pertinent information forwarded to Construction Division - Employee Relations Section in accordance with Construction "HOW" Part 16 - Item 103/1. See also: Labor Relation - Site Files - Inactive	CONST-FS	O	UC			UC

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913687

DU 030353

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
Labor Relations - Collective Bargaining Agreements See: Collective Bargaining Agreements	CONST-FS					
LABOR RELATIONS - SITE FILES - ACTIVE Arranged by (active) site. Includes: . General Labor Information* . Labor Agreements . Labor Relations Information* . Rate Adjustment Requests (EN 3507) Retention is until revised or superseded (US). When a site becomes inactive, subject items designated by asterisk (*) above are transferred to Labor Relations - Site Files - Inactive Record Series. Remainder of file is destroyed.	CONST-LR	OX	US			US

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RECORDS CONTROL SCHEDULE

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
LABOR RELATIONS - SITE FILES - INACTIVE	CONST-LR	OX	FL+1			+1
File established when a site "closes out". Contains selected, basic information used when site is re-activated. Includes: . General Labor Information . Labor Relations Information Transferred from Labor Relations - Site Files - Active . Site Labor Logs History of labor decisions at a site. Retained for life of the Industrial Facility (FL) plus one year (+1). Reviewed annually.						
LABOR RELATIONS - SITE RATE FILES						
Official copy file is retained by Employee Relations Department. Convenience copies are retained by Construction Division Sites for five years.	CONST	X	5			5

DUP 0913688

DU 030354

DUP 0913689

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RECORDS CONTROL SCHEDULE

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
LABOR WAGE - NEGOTIATION FILES	CONST-LR	X	1			1
Includes information and status on subject of Craft Labor Negotiations at Construction sites. Arranged by site.						
Convenience copies retained by Construction - Labor Relations Section for one year.						
See also: Wage Rates - Negotiation Sheets						
LABOR WAGE - SURVEYS	CONST-LR	X	US			US
Availability of Manpower, Labor Rate Surveys developed for and used by Business Methods & Investments Division in making estimate studies. Retention is until revised or superseded (US).						
See also: Wage/Craft Rates						
LEASES	ALL	OX	UT			UT
Real Estate Leases and correspondence pertaining to Lease. Retained until (lease) terminated.						
LICENSES - CONSTRUCTION	CONST-CONTR	O	US			US
Licensing required by some states before Du Pont can open a construction site. Maintained by Construction - Contracts Section for all construction sites.						
Retained until (license) expired or superseded.						

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RECORDS CONTROL SCHEDULE

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DUP 0913690

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
LUBRICATION - CONSUMPTION RECORDS						
Official copy retained by ESD - Maintenance Engineering Group for ten years. Convenience copy of report retained by Construction - Wilmington Shops for one year.	CONST-WS	X	1			1

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RECORDS CONTROL SCHEDULE

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DUP 0913691

DU 030357

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
MA INVOICES	CONST-WS	O	5			5
(G-396) Invoice for entry of goods into Canada.						
MAIL CHECK RECEIPTS	CONST-FS	O	6 MO			6 MO
Maintained by Paymaster or Misc. Clerical Group. Retention is six months.						
MAIL RECORDS Maintained by P&ER - Office Services Group. Includes: . Cost, studies, reports . Policies and procedures . Registered and insured letter receipts . Postage records Retention is one year.						
For Maintenance and Repair Data for Security Exchange Committee See: Maintenance Reports	CONST					
Maintenance Records See: Equipment Files See: Major Equipment Files	CONST-WS			I		

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RECORDS CONTROL SCHEDULE

DUP 0913692

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
MAINTENANCE REPORTS	CONST-WS	O	2			2
Maintained in Control Section Includes: . Annual Maintenance Cost . Maintenance and Repair Data - Security Exchange Commission Retention is two years.						
MAJOR EQUIPMENT AVAILABILITY REPORT	CONST-PLAN	O	1 MO			1 MO
Report #5216 same as #5215 except all Division equipment is listed by group and individual unit availability and does not show current book value. Copies are forwarded to field sites quarterly. Retention is one month (1 MO).						

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913693

DU 030359

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
MAJOR EQUIPMENT FILES Includes individual major equipment folders assigned WME Nos. (Wilmington Major Equipment Number). Data includes procurement authorizations, transfer, maintenance, and other information recording significant events or actions during life of equipment. Federal Regulations require automotive equipment (cars and trucks) files be maintained five years from date of sale to validate odometer mileage. Retention is for life (until sale or disposal) of equipment plus five years (PL+5).	CONST-PLAN	OX	PL+5			+5/UFTA
MAJOR EQUIPMENT INVENTORY REPORT Report #5215 a monthly report of all Construction Division Major Equipment. Equipment listed includes all units from purchase commitment to sale or other disposal. Units owned are listed by group (compressors, cranes, trucks, etc.) and WME # (Wilmington Major Equipment Number). Information includes date purchased, purchase price, present location, forecasted location (if known), date assigned present location, date available, condition, amortization rate, amortization charged (current month), and book value. Report used to reconcile equipment with cost ledger. Retention is three years.	CONST-PLAN	O	3			3

DU 030360

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RECORDS CONTROL SCHEDULE

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
MAJOR EQUIPMENT STATUS REPORT	CONST-PLAN	O	3			3
Report #5218 same as #5215 except all Division equipment is listed by location, group, and WME #. This report is utilized as a means to input individual changes (equipment use, transfers, sale, etc.) to be reflected in following month's report. A similar report without the book value, #5217, is distributed to each field site monthly. They, in turn, input changes in availability, condition, etc., using this report. Individual site monthly amoritization cost vouchers are generated by this report. Retention is three years.						

DU 030361

DUP 0913695

FORM 30664

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RECORDS CONTROL SCHEDULE

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
MANUALS - ENGINEERING DEPARTMENT	ALL	O	MAX+3	MAX+3		MAX+3
Includes all manuals which are written and/or distributed by Engineering Department personnel. The following are examples of manuals:		X	US	US		US
BM&ID Estimating Reference - Equipment Costs BM&ID Investment Engineering Manual BM&ID Operating Procedures Construction Division "HOW" Design Division "HOW" Design Manual Employee Relocation Manual Engineering Department Records Control Schedule Engineering Department Standard Practice Estimators' Reference Book Expiditing (E&M) Procedure Field Inspectors' Manual Information Services "HOW" Interactive Graphics Manual Investment Estimating System - Operating Procedure Office Services Control Manual Project Cost System - Operating Procedure RADP User's Manual Safety Brown Book Secretarial "HOW"							
Official copy of manuals and backup data are retained for a maximum of three years after they are superseded (MAX+3).						
Convenience copies are retained until revised, superseded, or cancelled (US).						

DU 030362

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
MANUALS - ENGINEERING DEPARTMENT (cont'd)	ALL	O	MAX+3	MAX+3		MAX+3
Manuals from other departments are also maintained and used in the Engineering Department. The retention of these manuals is also until revised, superseded, or cancelled (US) by the department which has responsibility.		X	US	US		US
Manuals/Manufacturer's Instructions See: Equipment Files	ALL					
MANUFACTURING REPORTS TO FEDERAL GOVERNMENT	CONST-WS	O	US			US
May include: . Annual Survey of Manufacturers . Census of Manufacturing MC35L . Commodity Transportation Survey - US Bureau of Census . Consumption of Materials, Parts, Containers, and Supplies . Export of Manufactured Products MA 161 . FTC Line of Business Report - Operating Revenue Summary . Truck Inventory Use Survey TC-200 . Wood Used by Manufacturing Retain until revised, superseded, or obsolete (US).						
. Federal Excise Tax Report - Gas and Oil Retain until completion of internal audit or one year, whichever is later (UCIA/1).		O	UCIA/1			UCIA/1

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RECORDS CONTROL SCHEDULE

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
Material and Package Passes See: Gate Passes	ALL					
MATERIAL CERTIFICATIONS Vendor certifies that material used meets specifications. Official copy maintained in Purchase Orders - Wilmington Shops file and is subject to that retention. A convenience copy is maintained in Receiving and Stores by vendor name for current year plus two years.	CONST-WS	X	2			2
MATERIAL DISTRIBUTION CARDS Retained in Control Section for one year.	CONST-WS	O	1			1
Material Move & Storage Request See: Receiving & Stores File	CONST-WS					
MATERIAL SAFETY DATA SHEETS Issued by Construction - Safety Engineer's Office. Retention is until revised or superseded (US).	ALL	X	US			US
MATERIAL TAKE-OFF RECORDS Back-up to the Project A&C, Electrical, Instrument and Pipe sketches. Retained in Fabrication & Detailing Operation Office until close of the particular phase of a project. Then transferred to Hall of Records for an additional five years (UC+5).	CONST-FDO	O	UC		+5	+5

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RECORDS CONTROL SCHEDULE

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DUP 0913698

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
MEDICAL RECORDS						
Records Series comprises two basic Medical files on each employee and pensioner serviced by the Louviers Medical unit.	ALL	X		UT +1		+1
(a) Medical Record Folder . Audiogram Record . Cardiograms . Clinical Lab Report . Consultation & Treatment Record . Miscellaneous Correspondence . Occ. Health-Job Analysis (II) . Occ. Visual Service . Personal History Record . Physical Examination Record . Radiographic Report						
(b) X-Ray Folder						
Record Series maintained in Information Center - Medical until employee terminated or tranferred. Terminated employee folders (discontinued, resigned, death) are sent to Hall of Records for forty additional years (UT+40). Transferred employee records are sent to Medical Supervision at new site. Routine information is culled annually from Medical Record and X-ray folders.						
Convenience copy files may be maintained by site First Aid unit until (employee) termination plus one year (UT+1).						

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DUP 0913699

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
MEDICAL RECORDS (cont'd)						
Includes records for employees at the following sites:	ALL	X		UT+1		+1
Biochemicals - Stine Lab Central Research & Development - Haskell Lab Chemicals & Pigments - Chapel Street Engineering - Louviers, EDL, ETC, Fabrication Detailing Section, Quality Assurance Section, Wilmington Area Construction, Wilmington Shops Employee Relations - Louviers Locker Club Petrochemicals - Polly Drummond Photo Products - Eagle Run Polymer Products - Pencader, Polly Drummond						
MEDICAL TREATMENT/FIRST AID INJURY REPORT	ALL	O	5			5
(G-113) Formerly "Minor Injury Reports"						
Retention is five years.						
Memos - Internal See: Administrative/General	ALL					
Methods Studies See: Development Studies	CONST					

DU 030365

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913700

DU 030366

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
MILL TEST REPORTS If maintained as part of Purchase Orders - Field Sites record series, then reports are subject to that retention. If maintained separately, retention is five years.	CONST-FS	O	5			5
MILL TRIAL BALANCE - SUMMARY COST Charges to Wilmington Shops reflecting time charges, expenses, and other charges on JEVs, General Ledger Account 1301. Official copy is retained by Finance Department. A convenience copy is sent to Vital Records Vault for six months. Another convenience copy is maintained by Wilmington Shops - Control Section maximum five years.	CONST-WS	X	MAX 5			MAX 5
Minor Injury Reports See: Medical Treatment/First Aid Injury Report	ALL					

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DUP 0913701

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RECORDS CONTROL SCHEDULE

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
Negatives See: Films/Negatives/Photographs/Slides/Videotape	ALL					
Nondisclosure of Technical Information See: Confidential Technical Information Agreements	CONST-WS					

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
OCCUPATIONAL HEALTH RECORDS	CONST-SFTY					
. Case Files Potential health claims covered by OSHA rules and regulations. Backup data on health hazard exposures, such as asbestos lead and polyvinyl chloride.		OX	20			20
Other records on Occupational Health include:						
. Committee Activity	ALL	OX	MAX 10			MAX 10
. General Correspondence			MAX 5			MAX 5
. Job Analysis			US			US
. Manuals			US			US
. Procedures & Policies			US			US
. Regulations			US			US
. Special Studies			10			10
. Training Programs			US			US
OPERATION CARDS	CONST-WS	O	US			US
Documents manufacturing steps and scheduling of Shop Orders. Official copies are known as "Onion Skins". Arranged and referenced by drawing detail number. Retained in Manufacturing Area until revised or superseded (US). A convenience copy is maintained as part of Shop Orders record series and is subject to that retention.						

DUP 0913702

DU 030368

EN 30504

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913703

DU 030369

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
ORGANIZATION CHARTS/CHANGES - DU PONT COMPANY	ALL	X	US	US		US
Issued by Employee Relations Department.						
Convenience copies. May be retained until revised or superseded (US).						
ORGANIZATION CHARTS/CHANGES - ENGINEERING DEPARTMENT	ALL	X	US	US		US
An Official file of Engineering Department Organization Charts and Changes is maintained in Information Center 13. Superseded copies are retained as part of History File - Engineering Department.						
Convenience copies may be retained until revised or superseded (US).						
OUTSIDE BILLINGS	CONST-WS	O	UPTA/5			UPTA/5
Invoices M5 and XM75. Billings originated at Wilmington Shops to outside companies or subsidiaries.		X	6 MO VRV			6 MO VRV
The official copy is retained by Control Section until completion of federal tax audit or five years, whichever is later (UPTA/5).						
A convenience copy is sent to Vital Records Vault where it is maintained for six months (6 MO).						

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WH	Total
OUTSIDE INTEREST DISCLOSURE						
Original signed "Statement of Interest in Parties to Transactions with E. I. du Pont de Nemours and Company" forms as required from employees with authority to execute Purchase Orders as per Executive Committee Resolution dated November 28, 1960. Maintained as part of Task Files (1115) record series. Retention is until completion of internal audit or two years, whichever is later (UCIA/2).	ALL	X	MAX 2			MAX 2

DUP 0913704

DU 030370

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RECORDS CONTROL SCHEDULE

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DUP 0913705

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
"P" Work Orders See: Project Files	ALL					
P.I.P. Committee See: Committee Activity - Standing Engineering Department Programs	ALL					
Parts Lists See: Inventories	CONST-WS					
Passes See: Building Passes See: Gate Passes See: Visitors' Passes	ALL					
Patterns List See: Inventories	CONST-WS					
PAYROLL CORRESPONDENCE	CONST-WS	O	3			3
Payroll Deduction Books See: Cash Collection and Payroll Deduction Books	CONST-FS					

DU 030371

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	W/H	Total
PAYROLL DEDUCTION AUTHORIZATIONS						
Salary Roll Official copy retained by Finance Department. Convenience copies retained by P&ER - Industrial Relations or the Louviers Federal Credit Union.						
Wage Roll - Du Pont official copy retained at site until (employee) termination plus three years (UT+3).	CONST	O	UT+3			UT+3
Wage Roll - Contractors Official copy retained by contractor. An official copy is retained at the site until completion of internal audit or one year, whichever is later (UCIA/1).	CONST-PS	O	UCIA/1			UCIA/1
See also: Withholding Certificates						

DUP 0913706

DU 030372

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913707

DU 030373

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
PAYROLL REPORTS						
Reports issued by Wilmington Shops using the Attendance Cards (Time Cards) as the source document. Includes: . A&H Insurance (G-172) . Bureau of Labor Statistics (BLS-790C) . Contributory Insurance (TR-9140) . Disbursements (G-346) . Hospitalization (TR-9137) . Monthly Report of Wages and Hours (TR-9022) . Requirements (G-347) . Savings Bond Summary (TR-9268) . Termination and Leave of Absence (G-161) . Thrift Summary (TR-9209) . *Wage Earnings and Tax Summary (TR-8919) . *Wage Roll Summary (TR-9068) . *Payroll Register Official copies are retained by Finance Department. Convenience copies are maintained by Wilmington Shops - Control Section. Retention is two years. *Denotes that a copy is also sent to General Services Department - Vital Records Vault (VRV).	CONST-WS	X	2			2

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RECORDS CONTROL SCHEDULE

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
PAYROLLS - CPPC CONTRACTOR Convenience copy of contractor's payroll Maintained by Contract and/or Payrolls group at the site. Retention is until completion of internal audit or two years, whichever is later (UCIA/2).	CONST-FS	X	UCIA/2			UCIA/2
PAYROLLS - DU PONT	CONST-FS	X	UCIA/2			UCIA/2
Permits - Construction See: Building Permit Records	CONST					
Photographs See: Films/Negatives/Photographs/Slides/Videotapes	ALL					
PIPE SKETCHES Retention is until (site) closed. Then offer to industrial department. If no interest, then destroy.	CONST-FS	O	US			US
Plans & Estimates See: Project Files	ALL					
Plant Purchase Orders to Wilmington Shops See: Purchase Orders - Plant to Wilmington Shops	CONST-WS					

DUP 0913708

DU 030375

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DUP 0913709

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
PLANT STUDIES	CONST-WS	OX	UC+ MAX 10			+MAX 10
Includes: . Engineering Projects (convenience copy) . Engineering Work Requests (convenience copy) . Wilmington Shops Studies (official copy) Retention is until (study) complete plus maximum ten years (UC+MAX 10).						
Power Conservation Review See: Engineering Department Publications - Serial/Technical	ALL					
POWER CONSUMPTION RECORDS Time/usage records kept on equipment/facility. Report sent monthly to General Services Department for billing purposes. Retained until completion of internal audit or two years, whichever is later (UCIA/2).	ALL	O	UCIA/2			UCIA/2

DU 030376

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	HWR	Total
PRESENTATIONS/SPEECHES Notes and copies of presentations and speeches given within the company. For example, progress reports to management, safety presentations, informational reports to co-workers. Speeches of record value should go to an Information Center to be included in the official file such as a Project Files and would then be subject to that retention. See also: Speeches - Engineering Department Includes published speeches presented outside the company.	ALL	OX	MAX 10	MAX 10		MAX 10
PRESSURE VESSEL REGISTRATION NUMBER MASTER LOG A list of registration numbers assigned to pressure vessels fabricated at Wilmington Shops. Includes the ASME Form U1 "Manufacturer's Data Report". Retention is for life of equipment (FL).	CONST-WS	O	FL			FL
PRICE AGREEMENTS Agreements negotiated with vendors by E&M Department - Delaware Valley Regional Purchasing Office. Convenience copy retained until revised or superseded (US).	ALL	X	US			US

DUP 0913710

DU 030377

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913711

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
PRINTING MASTERS Masters for all types of printing and reproduction work. Includes negatives, paper originals, printing plates, transparencies, etc. Retention is until revised, superseded or obsolete. See also: Forms Control - Engineering Department	ALL	OX	US	US		US
PROCEDURES Documents containing directives, procedures, or precedents relating to contracts, personnel, quality assurance inspection, etc. Retained until revised, superseded, cancelled, or obsolete.	ALL	OX	US	US		US
Project Analysis See: Project Files	ALL					
Project Closings See: Project Files	ALL					

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
PROJECT FILES - DES						
Includes records on Projects, Plans and Estimates and Engg. Dept. - Requests for Funds.	ALL	X	MAX UC+2			MAX UC+2
Reflects work done in Design Division by the Process, Specialists, Technical Assistance and International sections for Company Industrial Departments, the end result of which is a Du Pont plant or facility.						
Record Series comprises four basic multisubject categories of records: . Financial . Area/Building/Equipment . General . Procurement Specific subject titles and explanation for these are documented in Information Services "HOW" - Project Information Filing System.						
Official copy files maintained in Information Centers 32 and 52. Records retained until final (General Ledger) closing (UC) of project plus ten years (+10).						
Convenience copies may be retained in office until purpose served, maximum 2 years after (project) closed. Records may be destroyed or transferred to an Information Center for review and culling before that time. Review annually.						

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913713

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
PROJECT FILES - DESIGN (cont'd)						
For Official project files related to Process Hazards. See: Process Hazards Review Files	ALL	X	MAX UC+2			MAX UC+2
For official project estimate records See: Project Files - Investment Engineering						
Construction - Field Sites maintain convenience copy files until (project) closed, plus three months (UC+3 MO)						
Construction - Quality Assurance Section retains a convenience working file until (project) closed (UC).						
PROJECT FILES - ER&D						
Reflect Technical Assistance (TA) and Technical Experimental (TX) study work. Includes films, negatives, photographs, and slides.	ALL	X	UC			UC
Official files maintained in EDL or ETL Information Center. Retention is until (project) closed plus twenty yers (UC+20).						
Convenience copies maintained in offices. Retained until (project/study) closed (UC). Then destroyed or transferred to Information Center.						

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
Project Papers See: Estimate Transmittal Letters/Project Papers See: Project Files	ALL					
Project Status Reports See: Reports - Investment Engineering	ALL					
Publications See: Du Pont News See: Du Pont Publications See: Du Pont Publication - Reference File See: Engineering Department Publication - Serial/Technical See: Engineering Department Publications - Single Issue See: Engineering News See: Negatives/Photographs/Slides - Publications	ALL					
Purchase Order Authorization See: Authorizations	ALL					
PURCHASE ORDER NUMBER REGISTER	ALL	O	3			3
PURCHASE ORDER RECEIVING FILES When order completed, receiving file date is culled. Packing lists and Return Orders are filed in Purchase Orders File. Retention of Purchase Order Receiving Files is until completion of Purchase Order.	ALL	O	UC			UC

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RECORDS CONTROL SCHEDULE

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DUP 0913715

DU 030381

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
PURCHASE ORDERS - FIELD SITES	CONST-FS					
State with no sales and use tax.		0	UFTA/2			UFTA/2
State with sales and use tax.		0	UFTA/4			UFTA/4
Purchase Orders in Receiving and Stores are held until completion of the order and then consolidated with Purchasing Order files.						
Also includes ER orders.						
PURCHASE ORDERS - PLANT TO WILMINGTON SHOPS	CONST	0	UC+10			UC+10
PURCHASE ORDERS - QUALITY ASSURANCE ENGINEERING	CONST-QA	0		UC+ 6 MO	+18 MO	+2
"Inspection Required". Orders which require Field Inspection. Maintained in Information Center - QAE until (order) complete (UC) plus six months. Then transferred to Hall of Records.						
Total retention is until (order) complete plus two years (UC+2).						
PURCHASE ORDERS - QUALITY ASSURANCE ENGINEERING - CANCELLED	CONST-QA	0		UC+ 6 MO		+6 MO
"Inspection Required". Orders which have been cancelled are retained for six months after date of cancellation (UC+6 MO)						

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
PURCHASE ORDERS - QUALITY ASSURANCE ENGINEERING - DOE "Inspection Required". Retain Purchase Order file in Information Center - QAE until completed (UC) plus six months. Transfer to Hall of Records for additional two years. Following completion of this retention, review for transfer to SRP.	CONST-QA	O		UC+ 6 MO	+18	+2 MO
PURCHASE ORDERS - WILMINGTON SHOPS Includes BA, LOBA. Maintained in Control Section until federal tax audit or five years, whichever is later (UFTA/5). See also: Purchase Orders - Plant to Wilmington Shops	CONST-WS	O	UFTA/5			UFTA/5
PURCHASE ORDERS/CONTRACTS	CONST-CONTR					
Consultant Agreements/Design Service Agreements • Executed copies of original and modifications of Design Service, Consultant, Secrecy, Technical Information and Invention Contracts. Maintained in General Services Department Vital Records Vault (VRV).		O			UT +15	+15
• Contract Section files for such agreements retained in office until termination of contract (UC). Then sent to Hall of Records for an additional fifteen years retention (+15).		X	UC		+15	+15

DU 0913716

DU 030382

EN 1010A

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RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913717

DU 030383

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
PURCHASE ORDERS/CONTRACTS (cont'd)	CONST-CONTR					
Construction Contracts		O	UC		+15	+15
Cost Plus Percentage of Cost (C.P.P.C)						
. Labor Supply. Contracts contain standard patent clause. Retained in office until termination of contract (UC). Then sent to Hall of Records for an additional fifteen years retention (+15).						
. Labor/Material. Complete Plants and Plant Units. Contain provisions relating to patents, nondisclosure, guarantees, etc. Maintained by General Services Department - Vital Records Vault.						
Lump Sum or Unit Price		O	UC		+6 *(+15)	+6/UPTA *(+15)
. Contracts awarded in Wilmington (W-Orders)						
- Originating in Design Division. Placed by Energy & Materials Department. Normally involves furnishings and installation of equipment.						
- Originating in Contract Section. Placed by Energy & Materials Department. Generally limited to fencing and roofing.						

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RECORDS CONTROL SCHEDULE

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
PURCHASE ORDERS/CONTRACTS (cont'd)	CONST-CONTR					
Construction Contracts (cont'd)		O	UC		+15	+15
Lump Sum or Unit Price (cont'd)		O	UC		+6 *(+15)	+6/UFTA *(+15)
. Contracts awarded at Field Sites						
- Contracts awarded at Field Sites and similar contracts awarded by Contract Section with Field Order Number. Generally include: earthwork, railroads, masonry, architectural specialties, etc.						
Retained in office until (contract) terminated (UC). Then sent to Hall of Records for an additional six years or until federal tax audit, whichever is later.						
*If secrecy agreements are referenced in contract, retain until completion of contract plus fifteen years (UC+15).						

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RECORDS CONTROL SCHEDULE

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	HWR	Total
PURCHASE ORDERS/CONTRACTS (cont'd)	CONST-CONTR					
Other Contract-Type Orders		O	UC		+6 *(+15)	+6/UFTA *(+15)
. Includes ED orders covering inspection service, furnishing of personnel, performance of specialized services either at or away from Company facilities. Retained in office until (contract) terminated (UC). Then sent to Hall of Records for an additional six years or until federal tax audit, whichever is later. *If secrecy agreements are referenced in contract, retain until completion of contract plus fifteen years (UC+15).						
. A card file is maintained as a cross reference to all contracts. The individual cards are retained four years after the contracts to which they refer are destroyed. *If secrecy agreements are referenced in contract, retain until completion of contract plus fifteen years (UC+15).						

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	VC	WR	Total
QUALITY ASSURANCE MANUALS Manuals published and issued by manufacturers/ vendors describing their quality assurance procedures and capabilities. Revised and updated by manufacturer/vendor. Maintained by Quality Assurance Section. Retention is until revised or superseded (US).	CONST-QA	O	US			US
QUALITY ASSURANCE REPORTS Maintained by Regional Shops. Convenience copies retained three years.	CONST-FS	X	3			3
QUALITY ASSURANCE SCHEDULE FEEDBACK Scheduling reference for Quality Assurance Engineering Section. Used as a working file. Retention is until (work) complete (UC). Information Center - QAE retains convenience copies for two months.	CONST-QA	OX	UC			UC

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RECORDS CONTROL SCHEDULE

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DUP 0913721

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
Rate Adjustment Request See: Labor Relations - Site Files - Active See: Wage Rates - Negotiation Sheets	CONST					
RECEIVING AND STORES FILE Convenience copies of several types of documents are maintained by Wilmington Shops - Receiving and Stores Section Includes: . Automobile Accident Reports to S&F Division . Delivery Sheets . Material Move & Storage Request (EN-1077) . Scrap Material & Reclamation Report . Stationery Requisitions Retention is two years.	CONST-WS	X	2			2
RECONCILIATIONS Maintained by Cost Group. Employee Sales, Stores for Resale, etc. Retain one year or until completion of internal audit (UCIA/1), whichever is later.	CONST-FS	X	UCIA/1			UCIA/1

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	MC	WR	Total
RECORDS CONTROL SCHEDULE						
The Engineering Department Records Control Schedule. Maintained by P&ER - Information Services Group. Official copies of manuals may be retained maximum three years after they are superseded (MAX +3). Convenience copies may be retained until revised, cancelled, or superseded (US).	ALL	X	US	US		US
RECORDS STORAGE LISTS - HALL OF RECORDS						
(GS 11059) P&ER - Information Services maintains a convenience file of the Records Storage Lists for all Engineering Department Records transferred to the Hall of Records. These lists serve as an index. All related records, including index cards, are subject to the same retention. General Services Department - Hall of Records maintains the official copy. Convenience copies of the Record Storage Lists are retained in Information Centers for an additional two years following destruction of listed records (+2). Convenience copies maintained outside of the Information Centers may be retained maximum two years after related records are destroyed (MAX +2). Obsolete Records Destruction Authorizations are maintained as a part of the Administrative/General record series.	ALL	X	MAX +2			MAX +2

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RECORDS CONTROL SCHEDULE

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DUP 0913723

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
RELEASE ORDERS						
Order requesting release of part of an inventory of miscellaneous stores purchased from a vendor in bulk.	ALL	X	UC			UC
Official copy retained by E&M Department - Delaware Valley Regional Purchasing Office. Convenience copies retained until (order) complete (UC).						
REPAIR ORDERS	CONST-WS	O	UFTA/2			UFTA/2
Orders for repairs done by Maintenance Section at Wilmington Shops.						
Retained by Control Section until federal tax audit or two years, whichever is later (UFTA/2).						

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
REPORTS - ACCESSION						
Official hard copy file of Engineering Department Report/Study Accessions which are indexed into the Information Systems Department's Central Report Index. Maintained by P&ER - Information Services Group.	ALL	X	MAX 10			MAX 10
Convenience copies of Accession Reports retained in Information Centers EDL, ETC, and ETL. Four record copies of newly issued accessions are retained in Information Center 13 for three years. Usage records are reviewed annually. Unless previous three year usage is ten or more, the number of record copies is reduced to two. Transfer to Hall of Records is on an annual basis.					/	
Official copies of all Engineering Department Accession Reports are maintained by Information Center 13 - Louviers.						
Official copies of EDL and ETL/EPL Accession Studies are maintained by their respective Information Centers. (Discontinued assignment of accession numbers to studies as of 1974).						
Retention of official copies is Permanent (P). Convenience copies maintained in the Information Centers may be retained a maximum of ten years (MAX 10). Reviewed after five years.						

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RECORDS CONTROL SCHEDULE

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DUP 0913725

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
REPORTS - COST SYSTEM	CONST-WS	O	UFTA/5			UFTA/5
Reports issued by Wilmington Shops Cost System. . 605 - Shop Order Closings and Billings . 607 - Shop Order Billings . 610 - Rated Tool Depreciation . 612 - Monthly Source Report . 613 - Current Month Cost . 614 - Current Month Cost - Detail . 615 - Section Cost . 671 - Detail Cost and Part Number Detail . 675 - Interim Ledger (Daily) . 810 - Current Month Expenditure - Detail . 811 - Current Month Expenditure - Summary . 840 - Trial Balance Detail . 5408 - Current Month Expenditure Summary by Plant Retention is until federal tax audit or five years, whichever is later (UFTA/5). Reports which are issued daily are retained for one month and are not subject to the UFTA/5 retention.						
REPORTS - PIPE MATERIAL CONTROL	CONST-FDO	O	5		5	10
Includes IMCS Report 8316, a status report that tests, by project, all pipe line numbers and associated pipe sketch numbers.						
Reports - Project Status See: Reports - Investment Engineering	ALL					

DU 030391

EN 3660A

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
Reports - Other Du Pont Departments See: Reports - Technical	ALL					
REPORTS - TECHNICAL Individuals may receive copies of Engineering Accession Reports and other technical reports for their information. Reports may originate *from Engineering or* other Du Pont Departments. Retention of these reports is until immediate informational need is satisfied. At that time report should be: . Returned to author or originating department . Destroyed . Made part of a Subject/Reference file	ALL	X	US			US

DU 030392

DUP 0913726

EN 3050A

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RECORDS CONTROL SCHEDULE

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DUP 0913727

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
REPORTS - VOUCHER CONTROL	CONST-WS	O	US			US
Reports issued by the Wilmington Shops Voucher Control Computer System.						
5114A - Input List Items Punched in System						
5114 - Update Exceptions - Items Rejected by System						
5115 - Open Order Report						
5116 - Cashier Trigger Card						
5116 - Facing Voucher						
5117 - Employee Expense Fund Detail						
5118 - Distribution Report						
5119 - Check Detail						
5120 - Closed Order Report						
5121 - Vendor Order List						
5122 - Vendor Library						
5123 - Full Order Report						
5124 - Commitment Report						
5125 - Input Errors - Cashier						
5126 - Cost Control Total $ Distributed to Cost						
5132 - Control Total $ to Pay						
Retained until revised or superseded (US).						

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RECORDS CONTROL SCHEDULE

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
REPORTS TO EXECUTIVE COMMITTEE - ENGINEERING DEPARTMENT						
Departmental reports as well as Divisional information used in preparation of Report to Executive Committee Includes: . Annual Report and Operating Budget . Annual Report Presentation & Oral Report . Activities Reports (Semi-annual/Annual) . Special Subjects						
Official copies of reports are retained by the Executive Committee for twenty years. Those reports pertaining to policy are retained permanently (P).						
An official copy of the report is retained in Vice President's office for five years; then transferred to Information Center 13 for an additional ten years. Total retention is fifteen years.						
Convenience copies of the report and official backup may be retained by Engineering Department Division a maximum fifteen years (MAX 15).	ALL	X	MAX 15			MAX 15
Request for Transfer See: Exempt Employee Initiated Request for Transfer See: Nonexempt Employee Initiated Request for Transfer	ALL					

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RECORDS CONTROL SCHEDULE

DUP 0913729

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	W/R	Total
Requisitions See: Purchase Orders See: Stationery Requisition Records	ALL					
RETURN ORDERS Orders for return of container (ROC) or return of material (ROM) to vendor. Convenience copy retained until (order) complete. Official copy maintained as part of Purchase Orders file and is subject to that retention.	ALL	X	UC			UC
ROM Requests See: Return Orders	CONST-WS					

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	DC	HR	Total
"S" WORK ORDERS "S" Work Orders are issued to cover the cost of labor, material, and indirect field cost for work or services performed by Construction forces for contractors, vendors, and the industrial departments. "S" Work Orders must be signed by the person or firm authorizing the work, unless they are not represented at the plant site. In this case, a letter or telegram authorizing the work must be attached to the work order. "S" Work Orders from Operating Departments along with billing details are to be retained for a period of two years. After this period, these work orders will be turned over to the Operating Department with advice that they must be retained by them until completion of federal tax audit (UPTA/2). "S" Work Orders from contractors, vendors and other construction sites are to be retained for a minimum of two years and destroyed at time of site closing. Not turned over to Industrial Department.	CONST-PS	O	UPTA/2			UPTA/2

DUP 0913730

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	HC	NVR	Total
SAFETY RECORDS	ALL	OX	MAX 5			MAX 5
Safety information and correspondence. Includes information on Safety films, slide tapes, and Engineering Department programs and contests.						
Other Records on Safety include:		OX				
. Awards			5			5
. Committee Activity			MAX 10			MAX 10
. Injury Records			UC+10			UC+10
. Manuals			US			US
. Procedures & Policies			US			US
. S&P Review			5			5
. Safety Performance Reports			2			2
. Statistics			MAX 20			MAX 20
Site Safety Coordinators maintain an official copy file for Safety Records at the various Engineering Department sites.						
Construction - Safety Engineer maintains an official copy file of Injury Records and Safety Statistics for Construction Field Sites.						
SALES AND USE TAX REPORTS	CONST-FS	O	4			4
Salvage Delivery Ticket See: Gate Passes	CONST-WS					
Scope of Work See: Project Files	ALL					

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DU 030397

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	RC	WR	Total
Scrap Material & Reclamation Report See: Receiving and Stores File	CONST-WS					
Secrecy Agreement See: Confidential Technical Information Agreement	ALL					
Secretarial Dictation Notes and Books See: Dictation Notebooks	ALL					
Secretarial "HOW" See: Manuals - Engineering Department	ALL					
SHIPPING LIST (EN 3421) Shipping Request	ALL	X	5			5
SHIPPING ORDERS Maintained by Purchasing Group. Retention is one year or until completion of internal audit, whichever is later, (UCIA/+1).	CONST	O	UCIA/1			UCIA/1
SHOP ORDER BILLING CHARGE	CONST-WS	O	UFTA/5			UFTA/5
SHOP ORDER ESTIMATES FILE	CONST-WS	O	UC+10			+10

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RECORDS CONTROL SCHEDULE

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DUP 0913733

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
SHOP ORDER INPUT SHEETS . Billings Data Sheet (EN-3450) . Estimate Data Sheet (EN-3451) . Shop Order Master Data (EN-3448) . Shop Order Opening - Billings (EN-3449) Retained in Control Section until federal tax audit or five years, whichever is later (UFTA/5).	CONST-WS	O	UFTA/5			UFTA/5
SHOP ORDER LEDGER SHEETS Listing of Shop Orders by number. Maintained in Control Section. Retention is until federal tax audit or five years, whichever is later (UFTA/5).	CONST-WS	O	UFTA/5			UFTA/5
SHOP ORDER REGISTER Register of Shop Orders assigned to Plant Purchase Orders. Maintained in Control Section. Retention is until federal tax audit or five years, whichever is later (UFTA/5).	CONST-WS	O	UFTA/5			UFTA/5
SHOP ORDERS	CONST-WS	O	UC+10			+10

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
SITE CONSTRUCTION MANAGEMENT	CONST-CM&CE	X	UC +MAX	2		+MAX 2

Maintained by Construction Managers' and/or Contro Engineers' until (site) closed. At site closing, file is culled and the remaining information may be retained for maximum two years (UC+MAX 2).

May include:
- Current Month Summary Reports
- Miscellaneous Site Information
- Photographs
- Premium Time Reports
- Site Force Reports
- Trip Information
- Wage Rates
- Weekly Staff Notes
- Weekly Telexes

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RECORDS CONTROL SCHEDULE

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	VC	NR	Total
SITE CONSTRUCTION PLANNING	CONST-PLAN	OX	UC			UC
. Site Files - Specialists Correspondence and other documents pertaining to assistance provided to individual construction sites.						
. Site/Project Files - Preplanning Correspondence and other documents pertaining to project planning activities for individual construction sites. Schedules, network plans, etc., usually transmitted to field in early stage of construction involvement. Backup and miscellaneous correspondence maintained until completion of project. Retention is until (construction site) closed. Reviewed annually.						
SITE CONTRACT FILE Retention is in office until (site) closed (UC). Then transferred to Hall of Records for additional six years (+6).	CONST-CONTR	O	UC		+6	+6
Site Files - Active See: Labor Relations - Site Files - Active	CONST-LR					
Site Files - Inactive See: Labor Relations - Site Files - Inactive	CONST-LR					

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
SITE GENERAL FILE General Correspondence Files. Retention is for a maximum of three years (MAX 3).	CONST-FS	O	MAX 3			MAX 3
Sketches See: Isometric Sketches See: Pipe Sketches	ALL					
Slides See: Films/Negatives/Photographs/Slides/Videotapes	ALL					
SPECIAL STUDIES Special unnumbered studies conducted by Engineering Department personnel. Includes cost analysis, special subjects, statistical analysis, workload analysis, etc. Maintained by person responsible for doing the study. File is culled at completion of study. Retention is until (study) complete plus maximum ten years (UC+ MAX 10).	ALL	O	UC+ MAX 10			+MAX 10
Staff Notes See: Administrative/General	ALL					
Standard Practice Manual See: Engineering Department Standard Practice	ALL					

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RECORDS CONTROL SCHEDULE

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
Startup Assistance See: Project Files See: Technical Files - Department/Plant	ALL					
"State-of-the-Art" Reference Files See: Subject/Reference	ALL					
Stationery Requisitions See: Receiving and Stores File	CONST-WS					
Statistics See: Construction Division Statistics See: Safety Records	ALL					
Stores Inventory Control Record See: Inventories	CONST-WS					
Studies See: Development Studies See: Equipment Evaluation Studies See: Facilities Studies See: Noise Studies See: Plant Studies See: Record Systems Studies See: Special Studies See: Technical Files - Special Studies See: Testing Evaluation Files - Special Studies	ALL					

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RECORDS CONTROL SCHEDULE

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
SUBJECT/REFERENCE	ALL	OX	US	US		US
A generic name for a class of subject oriented state-of-the-art files maintained by individuals, groups, and Information Centers in the Engineering Department. Subject matter is generally of a technical nature, but in all instances is limited to the work discipline and field of specialty of the individual or unit maintaining the file. A subject/reference file is, in effect, a specialized encyclopedic collection of data maintained for the sole purpose of helping one in the daily performance of an assigned job responsibility. Formal Subject/Reference files of larger scope are maintained by Information Centers. These are accessioned and key term indexed and use the Engineering Department Thesaurus as an input and retrieval tool. Engineering authors are urged to contribute to these files by designating a S/R (subject/reference) copy in addition to the Information Center copy in the distribution of significant and summary type documents they create.						

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RECORDS CONTROL SCHEDULE

DUP 0913739

DU 030405

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	HC	H/R	Total
SUBJECT/REFERENCE (cont'd)	ALL	OX	US	US		US

The integrity of other legitimate Engineering Department record series may not be compromised in building a subject/reference inventory. Inventory is normally made up of "extra copy" Du Pont and non-Du Pont significant and/or summary type documents, memos, correspondence, reports, articles, abstracts, calculations, and other pertinent reference information. On a limited scale, official copy documents extracted from other record series may be added to the inventory but only after having satisfied parent file retention. File may also include bibliographic information.

Subject/Reference files are not legitimate if used:

- As a catchall for any and all information.
- To circumvent the Records Control Schedule by calling temporary convenience copy working files subject/reference.

Retention is until (information) revised, superseded, or obsolete (US). Reviewed annually.

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RECORDS CONTROL SCHEDULE

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
SUGGESTION FILES						
Identified and arranged according to assigned Suggestion Accession Numbers. A Suggestion File includes a copy of a Suggestion, comment and evaluation papers and award/nonaward data.	CONST	O	UC+10			UC+10
	ALL	X	MAX 10			MAX 10
Official file maintained by P&ER - Safety, Security & Suggestion. Retention is in office until completion of suggestion evaluation (UC) then transferred to Information Center 11 for ten years (+10). Convenience copies retained maximum ten years (MAX 10).						
Construction Division sites maintain an official file until completion of suggestion evaluation plus ten years (UC+10).						
SURPLUS MATERIALS DIVISION ORDERS	ALL	O	UCIA/2			UCIA/2
SMD orders.						
Retention is until completion of internal audit or two years, whichever is later (UCIA/2).						
SURPLUS MATERIALS LIST	ALL	X	5			5
(GS-10673) List of items from sites which are to be included in Surplus Materials Division Broadcast.						

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DUP 091-740

DU 030407

DUP 0913741

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Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	RC	HR	Total
Surveys	ALL					
See: Site and Cost Survey - Investment						
See: Site Surveys - Plant						
See: Special Studies						
See: Vendors Surveys - Domestic & Foreign						

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	RC	MR	Total
TAX ACCUMULATION REPORT	CONST-WS	O	UCIA/2			UCIA/2
Maintained by Control Section until completion of internal audit or two years, whichever is later (UCIA/2).						
Technical Information and Invention Agreement See: Purchase Orders/Contracts	CONST					
Technical Society Committees See: Committee Activities - Technical Society	ALL					
TELEPHONE & TWX BILLINGS	CONST-FS	O	UCIA/1			UCIA/1
Local billings. Maintained by Miscellaneous Clerical Group.						
Retention is one year or until completion of internal audit, whichever is later (UCIA/1).						
TELEPHONE CALLS & WRITTEN MESSAGES						
Monthly Detail and Summary Reports prepared by Information Systems Department. Reports show long distance calls by Division and name of person making call, number of total calls by section and burden codes, and charges. BM&I - Investment & Business Services distributes reports to the various division.	ALL	X	MAX 6			MAX 6
Official copy is retained by Information Systems Department. Convenience copies are retained for a maximum of six months.						

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RECORDS CONTROL SCHEDULE

DUP 0913743

DU 030409

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	IC	WR	Total
Telephone Credit Card Authorization See: Authorizations	ALL					
Telephone Directories See: Manuals - Engineering Department See: Telephone Service Records	ALL					
TEMPORARY RETENTION	ALL	OX		1		1
The Information Centers maintain, for customer convenience, a temporary storage for working files, if space is available. Retention is one year. Annual review is initiated by the Information Center. Responsible individual makes decision at that time to: . Destroy material . Send to H/R as Working Files . Combine with IC official files						
TEST RECORDS	CONST-WS					
Documentation of inspection testing on selected critical items pertaining to Purchase Orders - Plant to Wilmington Shops. Retention is until (order) complete plus ten years.		O	UC+10			+10
Theft Reports See: Breach of Trust or Criminal Act	ALL					

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RECORDS CONTROL SCHEDULE

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Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
TIME SHEETS - DAILY/WEEKLY	CONST-FS	O	UCIA/1			UCIA/1
Maintained by Payrolls Group. Retention is until completion of internal audit or one year, whichever is later (UCIA/1).						
TRAINING PROGRAMS - PROGRAMMED INSTRUCTION COURSES	ALL	X	US			US
Retention is until (course material) revised superseded or obsolete (US).						
ESD - Maintenance Engineering Group maintains a file of courses which are of interest to their group.						
TRANSFERS AND ADJUSTMENTS						
(EN 1842A) Convenience copy of computer input form and official backup for requests to transfer funds relating to projects. Official copy of computer input form maintained by BM&I - Investment and Business Services as part of Source Record #55 record series.	ALL	X	UC+1			UC+1
Transmittal Letters See: Distribution Lists & Transmittal Letters See: Estimate Transmittal Letter/Project Papers See: Project Files	ALL					

DUP 0913744

DU 030410

EN 3066A

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RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
TRAVELING EXPENSE REPORT						
Travelers' pink copy of form (G-196). Official copy is maintained by BM&I - Investment & Business Services Section.	ALL	X	If information is needed for an individual's tax purpose, it should be kept with the employee's personal tax records.			

DUP 0913745

DU 030411

EN 3950A

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
United Way File See: Committee Activity - Standing Engineering Department Programs	ALL					

DUP 0913746

DU 030412

DUP 0913747

DU PONT

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
VACATION SCHEDULES (EN 1311) Also includes SVP (Short Vacation Period) forms. Retained for current year plus one year.	ALL	OX	1			1
Vehicle Maintenance Records See: Major Equipment Files	CONST-WS					
Vehicle Pass See: Gate Passes	ALL					
Vendor Catalogs See: Catalogs - Manufacturer/Vendor	ALL					
VENDOR DATA SHEETS Approved vendor data sheets on code requirements for lubrication, packings and gaskets, etc. Retention is until revised or superseded (US).	ALL	O	US			US

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ENGINEERING DEPARTMENT

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RECORDS CONTROL SCHEDULE

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
VENDOR FILE	ALL	OX	US	US		US
A file of information arranged by equipment or vendor. Used as a resource for selecting suppliers. May include convenience copies of contracts, purchase order request or release orders for equipment, maintenance, service or suppliers. Also may include correspondence, brochures, and catalogs from vendors. Retention is until revised, superseded or obsolete (US). Reviewed annually. BM&I - Investment & Business Services maintains a convenience file of Purchase Orders and Correspondence arranged by vendor. Retention is two years. P&ER - Miscellaneous Services Group retains convenience copies of purchase requisitions and supporting data until revised, superseded or obsolete (US). For records related to purchased equipment see Equipment File and Departmental Projects.							

DUP 0913748

DU 030414

EN J060A

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Date February 1982

DUP 0913749

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
VENDOR SURVEYS - DOMESTIC/FOREIGN	CONST-QA	O		5		5
Quality Assurance Engineering Section survey reports on jobber/supplier/vendor capabilities and facilities. Retain in Information Center-QAE.						
Retention is five years. All reports five years old are updated if Du Pont still active with vendor; or destroy if inactive. Reviewed annually.						
Videotapes See: Films/Negatives/Photographs/Slides/Videotapes	ALL					
VISITORS' PASSES	ALL	O	3 MO			3 MO
Originally filled out and signed copy of Visitors' Passes.						
VISITORS' REGISTER	ALL	O	UCIA/1	UCIA/1		UCIA/1
Voucher Control Reports See: Reports - Voucher Control	CONST-WS					
Vouchers See: Accounts Payable Vouchers See: Cross Entry Vouchers See: Fixed Asset Vouchers See: Journal Entry Vouchers See: Travel Expense Vouchers See: Travel Expense Vouchers - Miscellaneous See: X-Entry Vouchers	ALL					

DU 030415

EN 3058A

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Page 118
Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
Vouchers - CEV/JEV See: Cross Entry Vouchers See: Journal Entry Vouchers	CONST-FS					

DUP 0913750

DU 030416

DUPONT

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RECORDS CONTROL SCHEDULE

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
WAGE AND TAX STATEMENT						
A computer printout report of information on employee's W-2 tax form. Used in pension calculations for wage roll employees.						
Official copy retained by Finance Department until (employee) termination plus forty-five years.						
Finance Department relies on site records for FICA wage information for the years 1968 through 1978 inclusive. Sites are to retain Wage and Tax Statement for these years. Retention is until (employee) termination plus forty-five years (UT+45).	CONST	O	UT+45			UT+45
Convenience copies of the Wage & Tax Statement for the years 1979 to present are retained for two years.	CONST	X	2			2
WAGE RATE CARDS	CONST-WS	O	UT+45			+45
(G-149) A record of individual's employment and salary. Maintained in Control Section.						
Retention is until (employee) termination plus forty-five years (UT+45).						
Wage Rolls See: Payroll Reports; Payroll Registers	CONST-WS					

DUP 0913751

DU 030417

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RECORDS CONTROL SCHEDULE

Page 120
Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention: Office	I/C	H/R	Total
Weekly Time Cards See: Attendance Cards	CONST					
Weekly Time Sheets See: Time Sheets - Daily/Weekly	CONST					
Welding X-Rays See: X-Rays-Welding	CONST-FS					
WELDING STANDARDS Includes certification of welding procedures and all standards needed to perform ASME Code work at Wilmington Shops. Retained in Quality Control Section until revised, superseded, or obsolete (US).	CONST-WS	O	US			US
Wilmington Shops Authorizations See: Authorizations	CONST-WS					
WILMINGTON SHOPS CODE BOOK A manual of codes used at Wilmington Shops maintained by Control Section. Retention is until revised or superseded (US).	CONST-WS	O	US			US

DUP 0913752

DU 030419

DUP 0913753

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Page 121
Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	MR	Total
WIRES - FIELD INSPECTORS	CONST-QA	O		12 MO		12 MO
Daily messages sent from Field Inspectors to Quality Assurance Engineering. Reporting on inspections performed at vendor locations.						
Official copy is maintained by Field Inspector's name and retained for twelve months. A second copy is maintained as part of Purchase Orders - Quality Assurance Engineering record series and is subject to that retention.						
WITHHOLDING CERTIFICATES						
Authorization to withhold state and federal taxes.						
Salary Roll Finance Department retains the official copy.						
Wage Roll - Du Pont Official copy retained at the site until (employee) termination plus our years (UT+4).	CONST	O	UT+4			+4
Wage Roll - Contractor Official copy retained at the site until (employee) termination plus one year (UT+1).	CONST	O	UT+1			+1
See also: Payroll Deduction Authorizations						
Wood Used by Manufacturing See: Manufacturing Reports to the Federal Government	CONST					

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Page 122
Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
Work Orders - "E" See: Project Files	ALL					
Work Orders - "P" See: Project Files	ALL					
Work Orders - "S" See: "S" Work Orders	CONST-FS					
WORK REPORTS - DU PONT PERSONNEL Internally generated timekeeping record for vacation accrual.	CONST-FS	O	1			1
Work Requests See: Engineering Department Request for Funds See: Project Files	ALL					

DUP 0913754

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

DUP 0913755

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	RC	RHR	Total
WORKING DESK FILES All employees maintain files at their desks pertaining to current and active work assignments. Correspondence of record value should include a copy to the Information Center responsible for maintaining the group's records. At completion of job, file should be culled and extraneous material destroyed. Package should then be sent to an Information Center to be combined with the official file. Retention is until (work) complete (UC). Documents are then incorporated into other record series and are subject to the retention of those records. In certain instances, selected material used in an assignment has value for possible future assignments. Copies should be placed in a Subject/Reference file.	ALL	O	UC			UC

EN 3010A

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Page 124
Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	I/C	H/R	Total
WORKING FILES	ALL	OX			MAX 5	MAX 5
As a customer service, the Information Center will handle individual's working files. Include correspondence, reports, backup data, etc. Limited record value. May include files from technical personnel who are on leave of absence, transferred, or resigned. Official files are culled and included with Information Center files.						
Records transferred from office to Information Center and then to the Hall of Records. Retention is maximum five years (MAX 5).						
ER&D - ETL/EPL Information Center transfers Working Files to Hall of Records for maximum two years (MAX 2).						

DUP 0913756

DU 030422

DU 030423

DUP 0913757

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ENGINEERING DEPARTMENT

RECORDS CONTROL SCHEDULE

Page 125
Date February 1982

Record Series Title and Description	Location or Principal Responsibility	Copy	Total Retention			
			Office	WC	WR	Total
X-ENTRY VOUCHERS	ALL	O		1	4 (Iran 9)	UPTA/5 (Iran 10)
Invoices and payments made without having a purchase order number.						
Official copy retained until completion of federal tax audit or five years, whichever is later. Convenience copies retained two years.	ALL	X	2			2
BM&I - Investment & Business Services Section maintains an official file in Information Center 31 for one year, then transferred to the Hall of Records for four years or until federal tax audit (UPTA/5).						
X-RAYS - WELDING	CONST-FS	O	1			1

~~A. D. COBB~~
D. A. GADDY
FILE -
YES NO
WHERE

DUP 0914045

[redacted] ←

Should we send to others?
To bulky?
Apply to court?

MAY 23

(obviously I have not read this yet)

[redacted]

I marked with clips
the new pertinent sections.
There aren't many, however
so the might be interested!
What if we sent to
our DuPont safety folks
only?

DUP 0914048

~~A. D. GOLD~~
~~D. A. GADDY~~
FILE - ✓
YES NO
WHERE

Haz Com

DUP 0914049

DU 030455

September 11, 1984

Mr. Dudley Robinson
Director of Government Affairs
Printing Industry of Illinois
  Indiana Association
200 E. Ontario Street
Chicago, Illinois 60611

Dear Mr. Robinson:

This is in response to your letter of July 31 concerning the identification of hazardous chemicals on product labels under the Hazard Communication standard (29 CFR 1910.1200).

The requirement for listing the "identity of the hazardous chemical(s)" found under 29 CFR 1910.1200(f) is clarified under the definitions paragraph of the standard, 29 CFR 1910.1200(c). Identity is defined to include the use of common names as long as material safety data sheets (MSDS's) are appropriately cross-referenced. The term "common name" is also defined under the definitions paragraph.

In regard to your question about mixtures, labels may list convenient designations such as "Mixture A," as long as MSDS's are similarly identified. Therefore, it is not necessary to list each specific chemical on product labels.

Please feel free to contact us if further assistance is needed.

Sincerely,

John B. Miles, Jr., Director
Directorate of Field Operations

HCA: RGibbs/cma/8/27/84
Rm. N3101 ext. 38036
8544

DUP 0914285

DU 030462

191

SEP 6, 1985

U. S. Department of Labor
Occupational Safety and Health Administration
Attn: John Miles
Room N3603
200 Constitution Avenue, N.W.
Washington, D.C. 20210

Re: Interpretation of Hazard Communication Standard

Dear Mr. Miles:

I am writing you at the suggestion of Mr. Roy Gibbs of the OSHA staff to obtain written confirmation of an interpretation of the hazard communication standard (29 CFR 1910.1200) provided by Mr. Gibbs in response to my telephone inquiry on this date. In reply to my question of whether manufacturers and importers of asbestos and asbestos-containing products could continue to use the language of the hazard warning label required under the OSHA asbestos standard to satisfy the labeling requirement of the hazard communication standard, he answered in the affirmative, citing section (f) (3) of. the hazard communication program, which reads:

> If the hazardous chemical is regulated by OSHA in a substance-specific health standard, the chemical manufacturer, importer, distributor or employer shall ensure that the labels or other forms of warning used are in accordance with the requirements of that standard.

I thank you for your attention to this matter, and look forward to your expeditious reply.

Very truly yours,

Nicholas J. Klucbyj, Esq.
Government Affairs Counsel
Asbestos Information Association
1745 Jefferson Davis Highway,
Crystal Square 4, Suite 509
Arlington, Virginia 22202
(703) 979-1150

DUP 0914354

E. I. du Pont de Nemours & Company

Wilmington, Delaware 19898

C. D. Brown
R. H. Miller
J. T. Chesser
W. S. Free
R. J. Ham
H. C. Marden
J. K. Addison

ENGINEERING DEPARTMENT

August 21, 1980

CONSTRUCTION PROJECT MANAGERS
RESIDENT ENGINEERS
SITE SAFETY PERSONNEL

PROCESS HAZARDS EXPOSURE

As you are aware, there is a constant potential for process hazards exposure to Construction personnel. These types of incidents have increased in the past several years and have varied in origin.

Some of the exposure sources have been -

- Fume releases
- Breaking into electrical or piping systems which were thought to be deactivated
- Improper cleaning of contaminated piping systems or equipment

The exposure has been the direct result of -

- Insufficient research or questioning by construction supervision to determine exposure potential
- Inadequate or inaccurate information from the operating department
- Improper lockout
- Operator error

Although the exposure potential varies widely with the type of plant on which you are located, we recommend that all work in operating areas be approached with a highly questioning attitude.

Furthermore, work should not be started until all questions are answered and should be stopped if conditions change.

CONSTRUCTION DIVISION

Ingo Zeise

Ingo Zeise, Manager
Safety

cbm

DUP 0914744

DU 030674