Remington DUPONT

FOR REMINGTON USE ONLY

RECORDS CONTROL SCHEDULE

Record Category, Title, or Description	Copy	Location or Principal Responsibility	Total Retention
ENERGY CONSERVATION DATA			
- REPORTS - DU PONT (CMA&ENCON)	O	ANYWHERE	PERMANENT (all base data from 1972 plus any changes)
	X	ANYWHERE	MAX. PERMANENT
- SUPPORTING DATA	O	ANYWHERE	5 YEARS AFTER DU PONT SUBMISSION TO DEPT OF ENERGY
	X	ANYWHERE	MAX. 5 YEARS
ENERGY RECORDS	OX	ANYWHERE	MAX. 10 YEARS
ENGINEERING STUDIES AND REPORTS	O	ENGINEERING	25 YEARS
	X	ANYWHERE	MAX. 20 YEARS
ENVIRONMENTAL CONTROL RECORDS --- Also see CLAIMS, OSHA RECORDS, RADIATION RECORDS			
- GENERAL CORRESPONDENCE	O	ANYWHERE	MAX. 8 YEARS
	X	ANYWHERE	MAX. 3 YEARS
- INCIDENT REPORTS	O	ANYWHERE	5 YEARS
Involving on-plant accidental discharge of fumes, gases, liquids and solids.	X	ANYWHERE	MAX. 5 YEARS
- MANPOWER EXPOSURE RECORDS	O	ANYWHERE	50 YEARS
	X	ANYWHERE	MAX. 50 YEARS

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