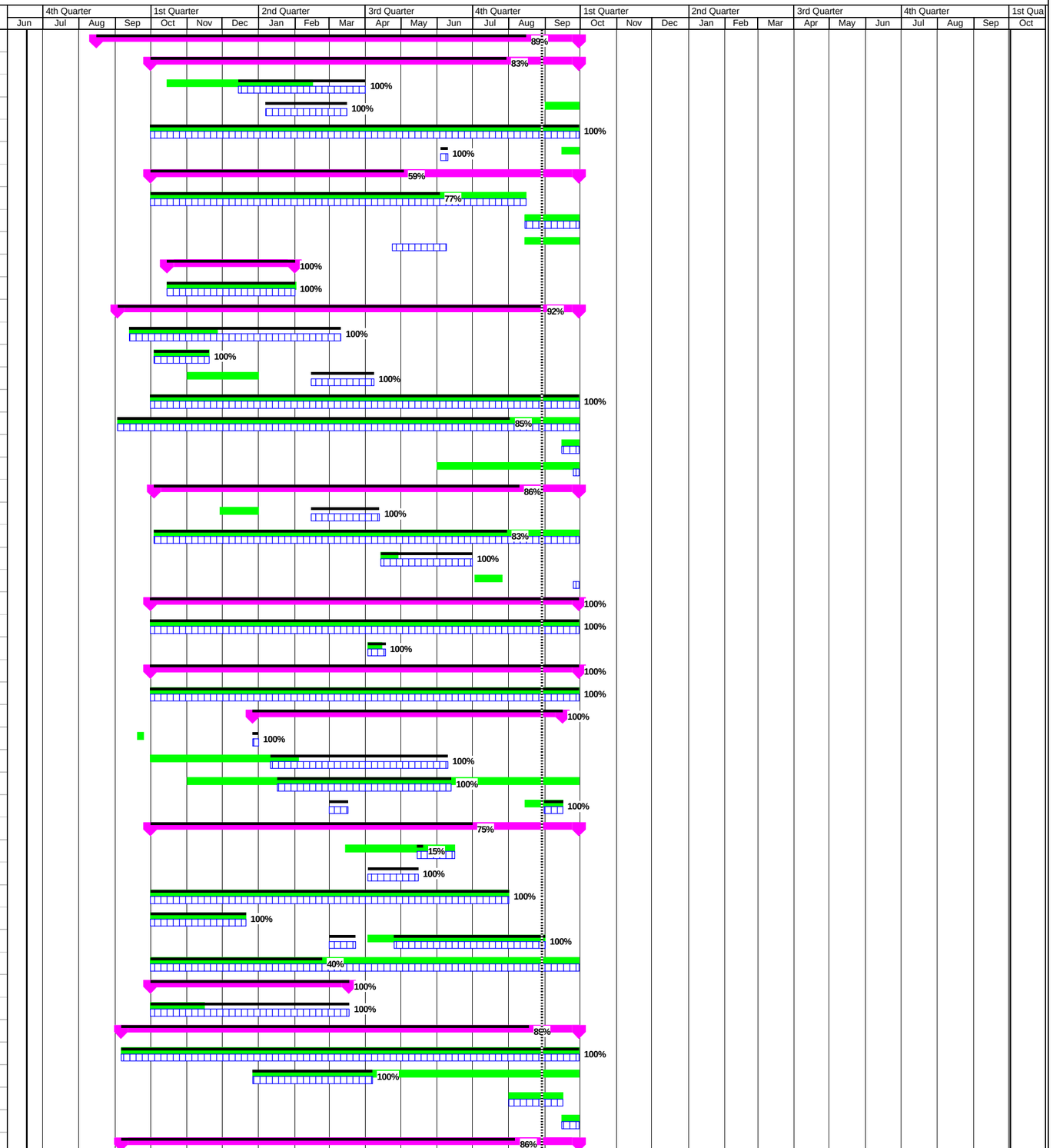
APPENDIX B

DOE - Grand Junction Office Site Transition Records Management Activity Plan Schedule

ID	FY00 Records Management Transition Activities	% Con	Baseline Start	Act. Start	Baseline Finish	Rev./Act. Finish
1	**BRIDGE TO FUTURE CRITICAL TASKS (Remaining Volume/Original Volume)**	**89%**	**Mon 8/16/99**	**Mon 8/16/99**	**Fri 9/29/00**	**Fri 9/29/00**
2	**ANALYTICAL LABORATORY RECORDS (266/283 Cu Ft)**	**83%**	**Fri 10/1/99**	**Fri 10/1/99**	**Fri 9/29/00**	**Fri 9/29/00**
3	Inventory the working copy and master of microfiche	100%	Wed 12/15/99	Wed 12/15/99	Tue 2/15/00	Fri 3/31/00
4	Disposition Electronic Records	100%	Fri 1/7/00	Fri 1/7/00	Fri 9/29/00	Wed 3/15/00
5	Disposition Inactive Hardcopy Records	100%	Fri 10/1/99	Fri 10/1/99	Fri 9/29/00	Fri 9/29/00
6	Transfer Library material to Laboratory	100%	Sun 6/4/00	Sun 6/4/00	Fri 9/29/00	Fri 6/9/00
7	**MICROFICHE ANALYTICAL REPORTS (65/110 Cu Ft)**	**59%**	**Fri 10/1/99**	**Fri 10/1/99**	**Fri 9/29/00**	**Fri 9/29/00**
8	Microfiche analytical reports by NARA	77%	Fri 10/1/99	Fri 10/1/99	Tue 8/15/00	Tue 8/15/00
9	GJO microfilm analytical reports	0%	Tue 8/15/00	NA	Fri 9/29/00	Fri 9/29/00
10	Box, and transfer silver microfiche to DFRC	0%	Mon 4/24/00	NA	Fri 9/29/00	Thu 6/8/00
11	**Vault 4 RECONCILIATION (1076/1614 Cu Ft)**	**100%**	**Fri 10/15/99**	**Fri 10/15/99**	**Tue 2/1/00**	**Mon 1/31/00**
12	Evaluate & Disposition 1600 boxes (interfile, schedule, &/or transfer, update databases)	100%	Fri 10/15/99	Fri 10/15/99	Tue 2/1/00	Mon 1/31/00
13	**MONTICELLO PROGRAM (includes MPPs) (293/272 Cu Ft)**	**92%**	**Fri 9/3/99**	**Fri 9/3/99**	**Fri 9/29/00**	**Fri 9/29/00**
14	Develop MRAP retention schedule using DOERS, Env. & GRS schedules	100%	Mon 9/13/99	Mon 9/13/99	Fri 11/26/99	Fri 3/10/00
15	Review and approve MRAP schedule	100%	Mon 10/4/99	Mon 10/4/99	Fri 11/19/99	Fri 11/19/99
16	Apply UMTRA schedules to remaining unscheduled MRAP records	100%	Tue 2/15/00	Tue 2/15/00	Fri 12/31/99	Fri 4/7/00
17	Continue maintenance of active records pgm + transfer inactive records	100%	Fri 10/1/99	Fri 10/1/99	Fri 9/29/00	Fri 9/29/00
18	Check in and integrate records into inactive files	85%	Fri 9/3/99	Fri 9/3/99	Fri 9/29/00	Fri 9/29/00
19	Identify records for LTSM program	0%	Fri 9/15/00	NA	Fri 9/29/00	Fri 9/29/00
20	Package, box, and transfer the inactive records to NARA, LTSM, or storage	0%	Mon 9/25/00	NA	Fri 9/29/00	Fri 9/29/00
21	**MONTICELLO FOLIOs MVP (90/90 Cu Ft)**	**86%**	**Mon 10/4/99**	**Mon 10/4/99**	**Fri 9/29/00**	**Fri 9/29/00**
22	Apply UMTRA schedules to remaining unscheduled MVP records	100%	Tue 2/15/00	Tue 2/15/00	Fri 12/31/99	Wed 4/12/00
23	Integrate supplemental info & drawings	83%	Mon 10/4/99	Mon 10/4/99	Fri 9/29/00	Fri 9/29/00
24	Identify records for LTSM program	100%	Fri 4/14/00	Fri 4/14/00	Fri 4/28/00	Fri 6/30/00
25	Box and transfer MVP folios to archives	0%	Mon 9/25/00	NA	Tue 7/25/00	Fri 9/29/00
26	**MONTICELLO SURFACE & GROUNDWATER PROJECT (MSG) (15/15 Cu Ft)**	**100%**	**Fri 10/1/99**	**Fri 10/1/99**	**Fri 9/29/00**	**Fri 9/29/00**
27	Maintain active records program	100%	Fri 10/1/99	Fri 10/1/99	Fri 9/29/00	Fri 9/29/00
28	Apply approved UMTRA schedules to MSG (new 4/7/00)	100%	Mon 4/3/00	Mon 4/3/00	Fri 4/14/00	Mon 4/17/00
29	**LITIGATION SUPPORT (volume is same as Monticello Program noted above)**	**100%**	**Fri 10/1/99**	**Fri 10/1/99**	**Fri 9/29/00**	**Fri 9/29/00**
30	Store MRAP records until litigation is complete	100%	Fri 10/1/99	Fri 10/1/99	Fri 9/29/00	Fri 9/29/00
31	**ORNL (57/13 Cu Ft)**	**100%**	**Mon 12/27/99**	**Mon 12/27/99**	**Fri 9/29/00**	**Fri 9/15/00**
32	Notify ORNL to send IVC records for MVP, MRAP & MPP to TAR and FOS	100%	Mon 12/27/99	Mon 12/27/99	Fri 9/24/99	Fri 12/31/99
33	ORNL transfers material	100%	Tue 1/11/00	Tue 1/11/00	Thu 2/3/00	Fri 6/9/00
34	Evaluate material (recycle or integrate)	100%	Mon 1/17/00	Mon 1/17/00	Fri 9/29/00	Mon 6/12/00
35	Review MRAP, MVP, and MPP schedule and modify as needed	100%	Wed 3/1/00	Wed 3/1/00	Fri 9/15/00	Fri 9/15/00
36	**UMTRA VP (172/196 Cu Ft)**	**75%**	**Fri 10/1/99**	**Fri 10/1/99**	**Fri 9/29/00**	**Fri 9/29/00**
37	Closeout and disposition UMTRA program records	15%	Mon 5/15/00	Mon 5/15/00	Thu 6/15/00	Thu 6/15/00
38	Appraise and disposition state repository records (new 4/7/00)	100%	Mon 4/3/00	Mon 4/3/00	Mon 5/15/00	Mon 5/15/00
39	VP folios & subcontracts prep and filming (Edgemonta)	100%	Fri 10/1/99	Fri 10/1/99	Mon 7/31/00	Mon 7/31/00
40	Integrate ORNL information, includes supplemental (40 cu ft)	100%	Fri 10/1/99	Fri 10/1/99	Mon 12/20/99	Mon 12/20/99
41	Inspect and disposition approx. 400 reels of filming done between 1986 to 1989	100%	Wed 3/1/00	Wed 3/1/00	Thu 8/31/00	Thu 8/31/00
42	NARA Inspection (old and new film)	40%	Fri 10/1/99	Fri 10/1/99	Fri 9/29/00	Fri 9/29/00
43	**UMTRA Non GJVP (32/171 Cu Ft)**	**100%**	**Fri 10/1/99**	**Fri 10/1/99**	**Mon 11/15/99**	**Fri 3/17/00**
44	Microfilm and disposition collection	100%	Fri 10/1/99	Fri 10/1/99	Mon 11/15/99	Fri 3/17/00
45	**CONTRACTS AND PROCUREMENT (145/133 Cu Ft)**	**89%**	**Mon 9/6/99**	**Mon 9/6/99**	**Fri 9/29/00**	**Fri 9/29/00**
46	Maintain active program files	100%	Mon 9/6/99	Mon 9/6/99	Fri 9/29/00	Fri 9/29/00
47	Transfer inactive FOS & TAR records to Vault 4	100%	Mon 12/27/99	Mon 12/27/99	Fri 9/29/00	Thu 4/6/00
48	Transfer inactive Monticello (OHM contract) records	0%	Tue 8/1/00	NA	Fri 9/15/00	Fri 9/15/00
49	Disposition Monticello (OHM contract) records (litigation must be complete)	0%	Fri 9/15/00	NA	Fri 9/29/00	Fri 9/29/00
50	**LTSM (987/987 Cu Ft - Managed adequately under ongoing Pgm.)**	**86%**	**Mon 9/6/99**	**Mon 9/6/99**	**Fri 9/29/00**	**Fri 9/29/00**



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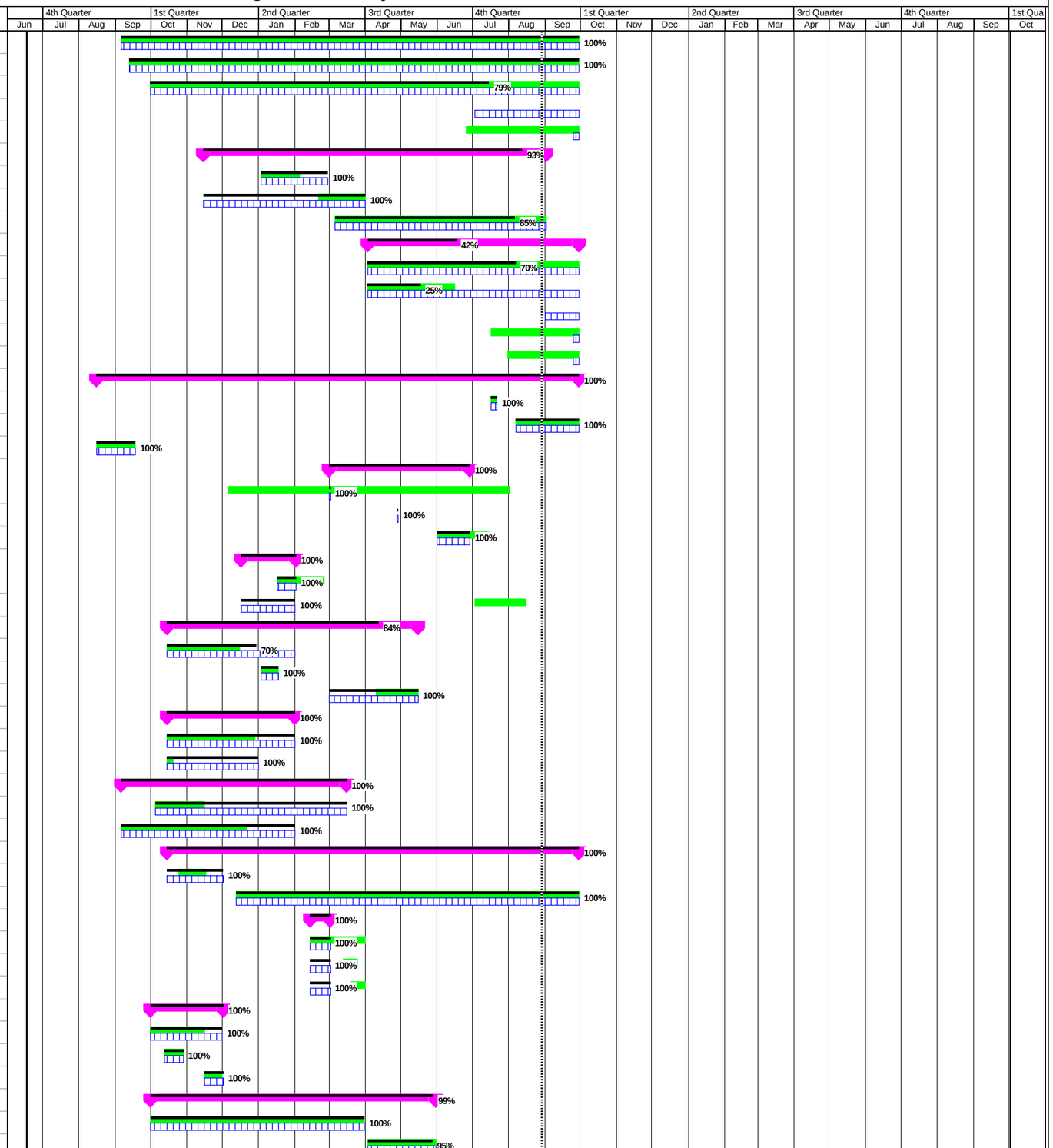
51	Maintain & retrieve inactive files for V5&7	100%	Mon 9/6/99	Mon 9/6/99	Fri 9/29/00	Fri 9/29/00
52	Maintain active records program	100%	Mon 9/13/99	Mon 9/13/99	Fri 9/29/00	Fri 9/29/00
53	Barcode site-specific records in SURF collection	79%	Fri 10/1/99	Fri 10/1/99	Fri 9/29/00	Fri 9/29/00
54	Bar code records for Piqua and Hallam (new 4/07/00)	0%	Mon 7/3/00	NA	Fri 9/29/00	Fri 9/29/00
55	Schedule records	0%	Mon 9/25/00	NA	Fri 9/29/00	Fri 9/29/00
56	**FACILITIES MANAGEMENT (110/115 Cu Ft)**	**93%**	**Mon 11/15/99**	**Mon 11/15/99**	**Fri 9/1/00**	**Fri 9/1/00**
57	Appraise records for value to gov't & new owner	100%	Mon 1/3/00	Mon 1/3/00	Fri 2/4/00	Mon 2/28/00
58	Collect, evaluate & disposition site drawing collection	100%	Mon 11/15/99	Mon 11/15/99	Fri 3/31/00	Fri 3/31/00
59	Disposition the Government records	85%	Mon 3/6/00	Mon 3/6/00	Fri 9/1/00	Fri 9/1/00
60	**GJORAP (119/125 Cu Ft)**	**42%**	**Mon 4/3/00**	**Mon 4/3/00**	**Fri 9/29/00**	**Fri 9/29/00**
61	Update file index including LTSM records identification	70%	Mon 4/3/00	Mon 4/3/00	Fri 9/29/00	Fri 9/29/00
62	Collect and integrate records into the collection	25%	Mon 4/3/00	Mon 4/3/00	Thu 6/15/00	Fri 9/29/00
63	Barcode GJPORAP records as defined by revised index	0%	Fri 9/1/00	NA	Fri 12/29/00	Fri 9/29/00
64	Schedule records (including approvals)	0%	Mon 9/25/00	NA	Fri 9/29/00	Fri 9/29/00
65	Package and transfer records (NARA & LTSM)	0%	Mon 9/25/00	NA	Fri 9/29/00	Fri 9/29/00
66	**ADMINISTRATIVE RECORD (CERCLA) (32/32 Cu Ft)**	**100%**	**Mon 8/16/99**	**Mon 8/16/99**	**Fri 9/29/00**	**Fri 9/29/00**
67	Inventory the Monticello Administrative Records against the index @ Mont & GJO.	100%	Mon 7/17/00	Mon 7/17/00	Fri 7/21/00	Fri 7/21/00
68	Obtain missing Monticello documents from record file & update index	100%	Mon 8/7/00	Mon 8/7/00	Fri 9/29/00	Fri 9/29/00
69	Inventory GJORAP Admin Record	100%	Mon 8/16/99	Mon 8/16/99	Fri 9/17/99	Fri 9/17/99
70	**TECHNICAL LIBRARY (930/850 Cu Ft)**	**100%**	**Wed 3/1/00**	**Wed 3/1/00**	**Tue 8/1/00**	**Wed 6/28/00**
71	DOE decide the end state for the Technical Library	100%	Wed 3/1/00	Wed 3/1/00	Tue 8/1/00	Wed 3/1/00
72	DOE Identify Space Requirements (new 4/07/00)	100%	Fri 4/28/00	Fri 4/28/00	Tue 8/15/00	Fri 4/28/00
73	Retain material for long-term missions and disposition remainder	100%	Thu 6/1/00	Thu 6/1/00	Fri 7/14/00	Wed 6/28/00
74	**QA RECORDS (25/25 Cu Ft)**	**100%**	**Fri 12/17/99**	**Fri 12/17/99**	**Fri 9/29/00**	**Tue 2/1/00**
75	Request exception to EPI for the QA series	100%	Mon 1/17/00	Mon 1/17/00	Fri 2/25/00	Tue 2/1/00
76	Disposition inactive QA collection	100%	Fri 12/17/99	Fri 12/17/99	Tue 8/15/00	Mon 1/31/00
77	**TRAINING (51/45 Cu Ft)**	**84%**	**Fri 10/15/99**	**Fri 10/15/99**	**Mon 5/15/00**	**Mon 5/15/00**
78	DOE to resolve ownership issue (government or contractor)	70%	Fri 10/15/99	Fri 10/15/99	Wed 12/15/99	Mon 1/31/00
79	Companies decide which training records are critical to company needs?	100%	Mon 1/3/00	Mon 1/3/00	Mon 1/17/00	Mon 1/17/00
80	Disposition training records	100%	Wed 3/1/00	Wed 3/1/00	Mon 5/15/00	Mon 5/15/00
81	**PERSONNEL RECORDS (3/3 Cu Ft)**	**100%**	**Fri 10/15/99**	**Fri 10/15/99**	**Fri 12/31/99**	**Mon 1/31/00**
82	Determine DOE needs for contractor personnel and medical records	100%	Fri 10/15/99	Fri 10/15/99	Tue 12/28/99	Mon 1/31/00
83	Review personnel files for medical records	100%	Fri 10/15/99	Fri 10/15/99	Tue 10/19/99	Fri 12/31/99
84	**MEDICAL RECORDS (16/16 Cu Ft)**	**100%**	**Mon 9/6/99**	**Mon 9/6/99**	**Tue 12/21/99**	**Wed 3/15/00**
85	Integ. Rust boxes identified dur. Vault reconcil. Into Rust collection at the archives	100%	Tue 10/5/99	Tue 10/5/99	Mon 11/15/99	Wed 3/15/00
86	Await AL-RO approval of SF135s to transfer records to DFRC	100%	Mon 9/6/99	Mon 9/6/99	Tue 12/21/99	Mon 1/31/00
87	**ELECTRONICS LABORATORY (15/30 Cu Ft)**	**100%**	**Fri 10/15/99**	**Fri 10/15/99**	**Fri 9/29/00**	**Fri 9/29/00**
88	DOE determines the end state of the e-lab.	100%	Fri 10/15/99	Fri 10/15/99	Tue 11/16/99	Wed 12/1/99
89	Retain records for equipment kept in service	100%	Mon 12/13/99	Mon 12/13/99	Fri 9/29/00	Fri 9/29/00
90	**ENVIRONMENTAL LABORATORY (16/25 Cu Ft)**	**100%**	**Mon 2/14/00**	**Mon 2/14/00**	**Fri 3/31/00**	**Wed 3/1/00**
91	Separate by project; integrate or destroy.	100%	Mon 2/14/00	Mon 2/14/00	Fri 3/31/00	Wed 3/1/00
92	Integrate inactive material	100%	Mon 2/14/00	Mon 2/14/00	Fri 3/24/00	Wed 3/1/00
93	Disposition records no longer needed	100%	Mon 2/14/00	Mon 2/14/00	Fri 3/31/00	Wed 3/1/00
94	**CALIBRATION TEST PITS (0/16 Cu Ft)**	**100%**	**Fri 10/1/99**	**Fri 10/1/99**	**Tue 11/30/99**	**Wed 12/1/99**
95	Collect, sort by major activity: design, maintenance, decommissioning	100%	Fri 10/1/99	Fri 10/1/99	Mon 11/15/99	Tue 11/30/99
96	Use the DOE Environmental Schedule to apply retention (See measurements section)	100%	Wed 10/13/99	Wed 10/13/99	Thu 10/28/99	Thu 10/28/99
97	Transfer to NARA	100%	Tue 11/16/99	Tue 11/16/99	Tue 11/30/99	Wed 12/1/99
98	**RADON LABORATORY (14/26 Cu Ft)**	**99%**	**Fri 10/1/99**	**Fri 10/1/99**	**Tue 5/30/00**	**Tue 5/30/00**
99	DOE to decide end state of the Radon Laboratory	100%	Fri 10/1/99	Fri 10/1/99	Thu 3/30/00	Thu 3/30/00
100	Collect, appraise, and disposition record collections	95%	Mon 4/3/00	Mon 4/3/00	Tue 5/30/00	Tue 5/30/00



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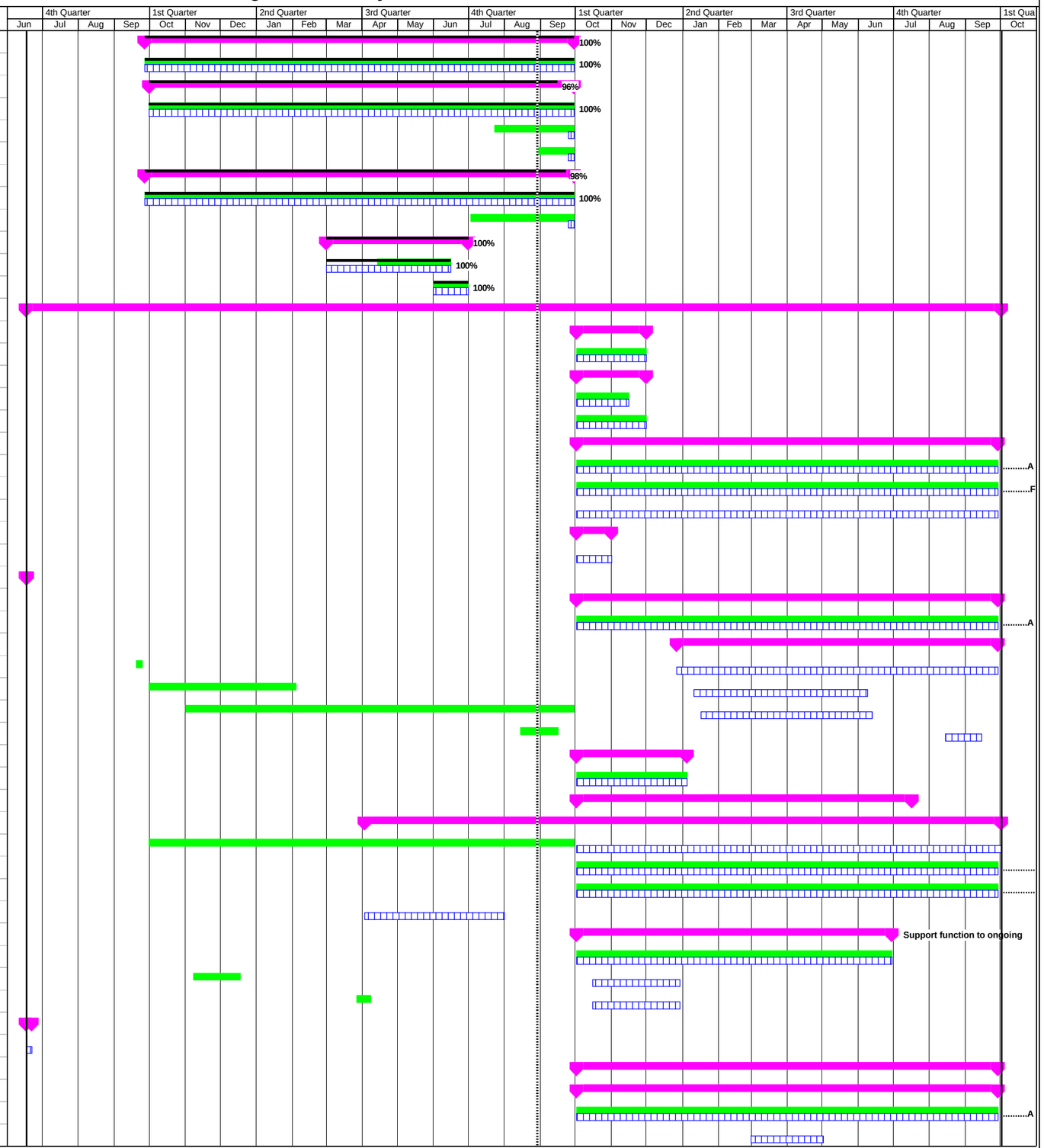
ID	FY00 Records Management Transition Activities	% Con	Baseline Start	Act. Start	Baseline Finish	Rev./Act. Finish
101	**PINELLAS (31/28 Cu Ft - adequately managed as active pgm to 2010)**	**100%**	**Mon 9/27/99**	**Mon 9/27/99**	**Fri 9/29/00**	**Fri 9/29/00**
102	Maintain active records program	100%	Mon 9/27/99	Mon 9/27/99	Fri 9/29/00	Fri 9/29/00
103	**URANIUM LEASE MGT PGM (12/12 Cu Ft - adeq. Managed as active pgm.-indefinite)**	**96%**	**Fri 10/1/99**	**Fri 10/1/99**	**Fri 9/29/00**	**Fri 9/29/00**
104	Maintain active records program	100%	Fri 10/1/99	Fri 10/1/99	Fri 9/29/00	Fri 9/29/00
105	Apply/develop records retention schedule	0%	Mon 9/25/00	NA	Fri 9/29/00	Fri 9/29/00
106	Transfer inactive records to NARA	0%	Mon 9/25/00	NA	Fri 9/29/00	Fri 9/29/00
107	**UMTRA GROUNDWATER (148/118 Cu Ft - adequately managed under ongoing pgm)**	**98%**	**Mon 9/27/99**	**Mon 9/27/99**	**Fri 9/29/00**	**Fri 9/29/00**
108	Maintain active records program	100%	Mon 9/27/99	Mon 9/27/99	Fri 9/29/00	Fri 9/29/00
109	Develop records schedule to transfer to archive	0%	Mon 9/25/00	NA	Fri 9/29/00	Fri 9/29/00
110	**HANFORD TANK FARM RECORDS (9/9 Cu Ft, located at Hanford)**	**100%**	**Wed 3/1/00**	**Wed 3/1/00**	**Fri 6/30/00**	**Fri 6/30/00**
111	Develop records transition plan and identify records needed for ongoing missions	100%	Wed 3/1/00	Wed 3/1/00	Thu 6/15/00	Thu 6/15/00
112	Transfer records to Hanford Program	100%	Thu 6/1/00	Thu 6/1/00	Fri 6/30/00	Fri 6/30/00
113	**ONGOING TASKS (Original Volumes)**	**0%**	**Thu 6/17/99**	**NA**	**Fri 9/28/01**	**Mon 10/1/01**
114	**ANALYTICAL LABORATORY RECORDS (283 Cu Ft)**	**0%**	**Mon 10/2/00**	**NA**	**Thu 11/30/00**	**Thu 11/30/00**
115	Create hardcopy of LIMS database	0%	Mon 10/2/00	NA	Thu 11/30/00	Thu 11/30/00
116	**MICROFICHE ANALYTICAL REPORTS (110 Cu Ft)**	**0%**	**Mon 10/2/00**	**NA**	**Thu 11/30/00**	**Thu 11/30/00**
117	GJO microfilm analytical reports	0%	Mon 10/2/00	NA	Wed 11/15/00	Wed 11/15/00
118	Inventory, box, and transfer silver microfische to DFRC	0%	Mon 10/2/00	NA	Thu 11/30/00	Thu 11/30/00
119	**MONTICELLO PROGRAM (272 Cu Ft)**	**0%**	**Mon 10/2/00**	**NA**	**Fri 9/28/01**	**Fri 9/28/01**
120	Continue maintenance of active records pgm + transfer inactive records	0%	Mon 10/2/00	NA	Fri 9/28/01	Fri 9/28/01
121	Check in and integrate records into inactive files	0%	Mon 10/2/00	NA	Fri 9/28/01	Fri 9/28/01
122	Package, box, and transfer the inactive records to NARA, LTSM, or storage	0%	Mon 10/2/00	NA	NA	Fri 9/28/01
123	**MONTICELLO FOLIOs MVP (90/90 Cu Ft)**	**0%**	**Mon 10/2/00**	**NA**	**NA**	**Tue 10/31/00**
124	Box and transfer MVP folios to archives	0%	Mon 10/2/00	NA	NA	Tue 10/31/00
125	**ORNL (57/13 Cu Ft)**	**0%**	**Thu 6/17/99**	**NA**	**NA**	**Thu 6/17/99**
128	**Monticello Surf. & Grndwater Project (MSG) (15 Cu Ft) (active pgm. Thru 2014)**	**0%**	**Mon 10/2/00**	**NA**	**Fri 9/28/01**	**Fri 9/28/01**
129	Maintain active records program	0%	Mon 10/2/00	NA	Fri 9/28/01	Fri 9/28/01
130	**ORNL (57/13 Cu Ft)**	**0%**	**Wed 12/27/00**	**NA**	**Fri 9/29/00**	**Fri 9/28/01**
131	Notify ORNL to send IVC records for, MRAP & MPP to TAR and FOS	0%	Wed 12/27/00	NA	Fri 9/24/99	Fri 9/28/01
132	ORNL transfers material	0%	Thu 1/11/01	NA	Thu 2/3/00	Fri 6/8/01
133	Evaluate material (recycle or integrate)	0%	Wed 1/17/01	NA	Fri 9/29/00	Tue 6/12/01
134	Review MRAP and MPP schedule and modify as needed	0%	Wed 8/15/01	NA	Fri 9/15/00	Fri 9/14/01
135	**LITIGATION SUPPORT (volume is same as Monticello Program noted above)**	**0%**	**Mon 10/2/00**	**NA**	**Thu 1/4/01**	**Thu 1/4/01**
136	Store MRAP records until litigation is complete	0%	Mon 10/2/00	NA	Thu 1/4/01	Thu 1/4/01
137	**CONTRACTS AND PROCUREMENT (133 Cu Ft)**	**0%**	**Mon 10/2/00**	**NA**	**Mon 7/16/01**	**Mon 7/16/01**
142	**LTSM (987 Cu Ft - Managed adequately under ongoing Pgm.)**	**0%**	**Mon 4/3/00**	**NA**	**Fri 9/28/01**	**Mon 10/1/01**
143	Barcode SURF programmatic records & Chicago SAM collection	0%	Mon 10/2/00	NA	Fri 9/29/00	Mon 10/1/01
144	Maintain & retrieve inactive files for V5&7	0%	Mon 10/2/00	NA	Fri 9/28/01	Fri 9/28/01
145	Maintain active records program	0%	Mon 10/2/00	NA	Fri 9/28/01	Fri 9/28/01
146	Schedule records	0%	Mon 4/3/00	NA	NA	Mon 7/31/00
147	**ELECTRONICS LABORATORY (30 Cu Ft)**	**0%**	**Mon 10/2/00**	**NA**	**Fri 6/29/01**	**Fri 6/29/01**
148	If equipment is kept in service, then store the records	0%	Mon 10/2/00	NA	Fri 6/29/01	Fri 6/29/01
149	Decide the end state of the e-lab equipment.	0%	Mon 10/16/00	NA	Fri 12/17/99	Fri 12/29/00
150	Transfer inactive equipment records to NARA	0%	Mon 10/16/00	NA	Fri 4/7/00	Fri 12/29/00
151	**CALIBRATION TEST PITS (0/16 Cu Ft)**	**0%**	**Thu 6/17/99**	**NA**	**NA**	**Mon 6/21/99**
152	Disposition/transfer records created from remaining test pit decomissioning (new 4/7/00)	0%	Thu 6/17/99	NA	Tue 10/31/00	Mon 6/21/99
153	**PINELLAS (28 Cu Ft - adequately managed as active pgm to 2010)**	**0%**	**Mon 10/2/00**	**NA**	**Fri 9/28/01**	**Fri 9/28/01**
156	**URANIUM LEASE MGT PGM (12 Cu Ft - adeq. Manage as active pgm.-indefinite)**	**0%**	**Mon 10/2/00**	**NA**	**Fri 9/28/01**	**Fri 9/28/01**
157	Maintain active records program	0%	Mon 10/2/00	NA	Fri 9/28/01	Fri 9/28/01
158	Apply/develop records retention schedule	0%	Thu 3/1/01	NA	NA	Tue 5/1/01



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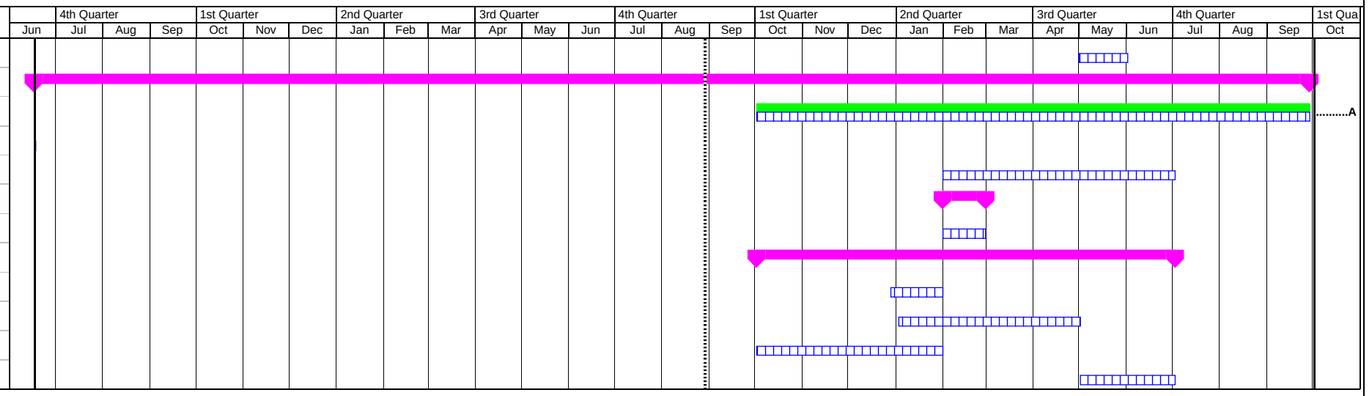
159	Transfer inactive records to NARA	0%	Tue 5/1/01	NA	NA	Fri 6/1/01
160	**UMTRA GROUNDWATER (118 Cu Ft - adequately manage under ongoing pgm)**	**0%**	**Thu 6/17/99**	**NA**	**Fri 9/28/01**	**Fri 9/28/01**
161	Maintain active records program	0%	Mon 10/2/00	NA	Fri 9/28/01	Fri 9/28/01
162	GJPORAP	0%	Thu 6/17/99	NA	NA	Thu 6/17/99
163	Develop records schedule to transfer to archive	0%	Thu 2/1/01	NA	NA	Mon 7/2/01
164	**ADMINISTRATIVE RECORD**	**0%**	**Thu 2/1/01**	**NA**	**NA**	**Wed 2/28/01**
165	Obtain missing Monticello documents from record file & update index	0%	Thu 2/1/01	NA	NA	Wed 2/28/01
166	**GJORAP**	**0%**	**Mon 10/2/00**	**NA**	**NA**	**Mon 7/2/01**
167	Obtain missing GJORAP documents from record file and update index	0%	Fri 12/29/00	NA	Wed 1/31/01	Wed 1/31/01
168	Schedule records	0%	Wed 1/3/01	NA	Tue 5/1/01	Tue 5/1/01
169	Barcode GJPORAP records as defined by revised index	0%	Mon 10/2/00	NA	NA	Wed 1/31/01
170	Package and transfer records to LTSM or NARA	0%	Wed 5/2/01	NA	Mon 7/2/01	Mon 7/2/01



Project: Project1 RM082900.MPP
Date: Tue 8/29/00

Baseline Task | Revised Task | Progress | Baseline Milestone | Revised Milestone | Summary | Summary Progress