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❶ ESSENTIAL INFORMATION INVENTORY (FORMERLY VITAL RECORDS) #102352

Person: Valerie Bookwalter (bookwalt@jlab.org)
ORG: SRFOPS

Status: Processed
Date: 05/22/2020 02:30:56 PM

JSA
THOMAS JEFFERSON NATIONAL ACCELERATOR FACILITY
12000 Jefferson Avenue
Newport News, VA 23606
Phone: (757) 269-7100

Essential Information Inventory (formerly Vital Records) 102352

The essential information program is in place. Please complete the form below:

Expiration Date: 05/22/2021

Division *

Accelerator Ops, R&D

Department *

SRFOPS

Record Description *

Procedures

Records Type *

☐ Mixed Media (combination of paper, digital, and other formats) * ☒ Electronic only * ☐ Paper only *

Security Plan *

All documents are electronically stored on services

Name of System or server path of electronic repository (ie: Costpoint or M:/group/folder) *

https://jlabdoc.jlab.org/docushare/dsweb/View/Collection-1200 (SRF Projects) in sub-directory 06 - Process Documents/Travelers

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Signatures

Employee Signed By: Valerie Bookwalter (bookwalt@jlab.org) on 05/15/2020 09:56:29 AM

Records Manager Signed By: Kim Edwards (kindrew@jlab.org) on 05/22/2020 02:30:52 PM



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