

## DOE Reading Room Contents

**The U. S. Department of Energy's Public Reading Room (Operated by the Pacific Northwest National Laboratory) provides the public with access to information and documents on DOE and Hanford programs.** The Reading Room may be accessed via the Internet at <http://reading-room.pnl.gov/default.htm> or visited in person and contains a collection of over 40,000 items. These are primarily technical and administrative reports created by DOE and its contractors from the 1943 founding of the Hanford Site to the present. The Reading Room does NOT contain every report ever written at Hanford, but the staff is happy to assist users in trying to locate Hanford publicly available documents not in the Reading Room. Not everything in the collection gets entered into the electronic database/catalog. Generally, reports with document numbers are included in the catalog, with the exception of Unusual Occurrence and Off-Normal Occurrence Reports. The Reading Room collection consists of the following types of materials:

- Reports of Special Investigations
- DOE Contracts with Major Hanford Contractors & Evaluation Reports
- Current & Historical Hanford Environmental Monitoring Reports  
Environmental Restoration and Tri-Party Agreement Materials
- Hanford Environmental Dose Reconstruction Project Materials
- Defense Nuclear Facility Safety Board Materials
- Materials Relating to Historical Human Radiation Testing
- Tank Waste Remediation System Regulatory Unit File
- Environmental Impact Statements & Environmental Assessments
- Materials from the Hanford Health Effects Subcommittee
- Unusual Occurrence and Off-Normal Occurrence Reports (not in catalog)
- DOE Orders and Directives (not in catalog)
- Labor Standards Board Determinations (not in catalog)
- Press Releases and Newspaper Articles Related to Hanford (not in catalog)

All items in the collection are available either on-line or in hard copy, however, hard copy materials are for use in the Reading Room only. Materials in the Reading Room collection do not circulate and cannot be checked out or borrowed through Interlibrary Loan. If extra copies of materials exist, they are made available and are distributed free. Also, photocopying is available for a charge. If a copy needs to be made, a duplication fee of 10 cents per page is charged. It is the Reading Room's policy to require payment in advance before sending out copies of any document. Currently, the Reading Room does not have the capability to duplicate large maps or plates. If a copy cannot be made,

the staff is usually able to refer you elsewhere for a copy. Requests by phone, fax, mail or email are welcome, as well as in person.

The Reading Room Catalog (<http://rrcatalog.pnl.gov/>), contains the bibliographic data for the majority of items in the Reading Room collection and is updated continuously. As of April 2001, there were over 23,500 records in the catalog. Generally, all items with document numbers get added to the catalog and as soon as a document has been added, it shows up in this database. Please note that not everything in the Reading Room collection has been entered into the catalog.

### **Description of fields in the Reading Room Catalog**

Accession Number	Unique number, sequentially assigned by Reading Room staff when items are entered into the catalog.
Document Number	Identifying number given to the report, usually by the originator; not all items in the catalog have a document number.
Alternate Doc Num.	Any alternative document numbers that the report may have.
No. Pages	How many pages the document is (sometimes this field is blank, which means that the page count has not been done yet).
Document Title	The title, as it appears on the document; if a document is known by a common or unofficial title, that is listed in parentheses or quote marks, e.g., "Tri-Party Agreement."
Date Published	Date the document was issued, as it appears on the document; if only the year is given, that's all that's entered into the catalog; this field may occasionally be blank.
Date Placed in Reading Room	Date the report was added to the Reading Room collection; it was not necessarily entered into the catalog on that same day. This field was not used until January 1, 1998, so if there is no date listed in this field, it means the report was placed in the Reading Room collection before January 1, 1998.
Document Notes	Any miscellaneous but pertinent information about the document (such as format); this field is NOT searchable.
URL of the Document	If the Reading Room is aware of an electronic version of the document, the URL where it can be located is listed here; by clicking in this box in the search form (without entering any other search criteria), it is possible to get a list of all the reports for which we have specific URLs.
Document Category	A category assigned by Reading Room staff to selected records, this is an optional field, which is usually blank; currently there are five categories used: Hanford-related Environmental Impact Statements and Environmental Assessments Accident/Investigation Reports

Human Test Subject Reports  
Requested under Freedom of Information Act (FOIA)  
Finding Aids.

Author	Name(s) of individuals who wrote the document; currently all authors are entered, but in the past only the first three authors were listed; many documents do not have personal authors listed; author names are listed alphabetically, not necessarily in the order that appears on the document.
Corporate Author	Entity that created the document; usually this is the organization that the writer of the report worked for, but not always.
Journal Name	Title of journal if the document is an article from a journal.
Shelving Location and Extension	Location on the Reading Room shelves where the document is physically located; there may be more than one location if the Reading Room has multiple copies of the same report (usually these would be in different formats, e.g., paper or microfiche).

Each URL listed in the Reading Room catalog is checked for accuracy when it is entered into the catalog and at regular intervals, but these Internet addresses are external to the DOE-RV Public Reading Room, and DOE is not responsible for the content, accessibility, or currency of these sites.

Not every report in the Reading Room catalog that is available electronically has a URL listed; electronic versions of the following types of reports are likely to be found at the sites listed:

- Reports that are part of the Hanford Tri-Party Agreement Administrative Record or Public Information Repository are at <http://www2.hanford.gov/arpir/>.
- DNFSB (Defense Nuclear Facility Safety Board) reports are at: <http://www.dnfsb.gov/document.htm>
- GAO (General Accounting Office) reports are at: <http://www.gao.gov/reports.htm>
- Reports in the "Human Test Subjects" category are at: <http://hrex.dis.anl.gov/>
- Hanford-generated documents that have been declassified are at: <http://www2.hanford.gov/declass/d20pydeclass.asp>
- DOE Information Bridge includes DOE-sponsored report literature produced by the DOE and DOE contractor research and development community received and processed by the Office of Scientific and Technical Information since January 1995, at <http://www.osti.gov/bridge/>
- For additional Internet sites that have full text reports, see the Hanford Technical Library Electronic Documents page at: [http://www.pnl.gov/tech\\_lib/edocs.htm](http://www.pnl.gov/tech_lib/edocs.htm).

If you have any questions about these materials, please contact the Reading Room Staff at [doe.reading.room@pnl.gov](mailto:doe.reading.room@pnl.gov) or

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The DOE Public Reading Room is located in the Consolidated Information Center (CIC) on the Washington State University Tri-Cities campus. The facility is open **Monday through Friday from 10 a.m. until 5 p.m.** (Pacific Standard Time). Staff are available during these hours to assist patrons in using the collection.

Physical Address:  
2770 University Drive  
CIC, Room 101L  
Richland, WA 99352

Directions:

Take I-82 or Hwy. 240 to Richland. Exit onto George Washington Way and proceed north 4 miles. At 1/4 mile past Sprout Road, turn right on First Street. Take the first right off of First Street on to University Drive. You will see the CIC down the hill directly in front of you. Once you enter the building, take the first right into the Consolidated Libraries. Then take an immediate right at the Information Desk and continue past the computer terminals to the Public Reading Room.

