

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO. NI-142-86-2	DATE RECEIVED 11-13-85
1. FROM (Agency or establishment) Tennessee Valley Authority		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Power & Engineering		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
3. MINOR SUBDIVISION Office of Power Operations, Division of Operations Support, Power Stores			
4. NAME OF PERSON WITH WHOM TO CONFER Ronald E. Brewer	5. TELEPHONE EXT. FTS 858-2520	DATE 5-13-86	ARCHIVIST OF THE UNITED STATES <i>Frank S. Burke</i>
6. CERTIFICATE OF AGENCY REPRESENTATIVE			

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 3 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE 19-30-85	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Ronald E. Brewer</i>	D. TITLE Assistant TVA Archivist		
7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>		9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
	<p><u>Quality Assurance Records On Procurement Of Spare Parts For Equipment At Nuclear Generating Plants</u></p> <p>Quality assurance records on procurement of spare parts for equipment at the nuclear generating plants furnish documentary evidence of the quality of items and of activities affecting quality of the Critical Systems, Structures, and Components (CSSC). The guidelines for the maintenance and control of these records are set forth in TVA's Power and Engineering, Administrative Instruction VI, Records. These guidelines implement the requirements of TVA Nuclear Quality Assurance Manual (NQAM) Part III, Section 4.1 and ANSI N45.2.9-1974 with exceptions listed in the TVA Topical Report, TVA-TR75-1.</p> <p>Due to the cost of fire related equipment, space limitations, and the need for quick accessibility, these records are stored on 16mm roll microfilm with a computerized index. Random filming is done periodically when enough documents are received to fill a roll of film. Filming will meet industry requirements as set forth in NMA MS 110-1074 (National Micrographics Association - Operational Procedures for the Production of Microforms).</p> <p>All changes to this proposed schedule have been approved by:</p> <p><i>John Wilcox</i> 1/16/86 NARA appraiser date</p> <p><i>Ronald E. Brewer</i> Agency representative date</p>			

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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>Records that have been stamped ILLEGIBLE and have been microfilmed are inspected on the microfilm to determine if the microfilm is of equal quality as the hard copy. If it is not, the hard copy will be maintained as record copy. One silver original roll and any hard copy that must be maintained as record copy will be transmitted to the Federal Records Center to be stored for the life-time of the nuclear plant. One silver original roll will be stored by the Reprographics Section in Chattanooga. One copy will be maintained by each storeroom as a working copy. One copy will be distributed to the Document Control Unit (DCU) by the Power Stores Records Custodian at each nuclear plant as a working copy.</p> <p>Indexing of the data is done on a daily basis into a computer system designed for Power Stores via a CRT terminal. Data indexed is the ARMS control number, the microfilm location, a subject generated from the title of the record, and any applicable reference and/or contract numbers. Record indices are backed up daily with computer output microfiche (COM) being generated weekly and a cumulative index being generated quarterly for system backup in the event of loss of the computer data base.</p> <p>These records have significant value in maintaining, reworking, repairing, replacing, or modifying CSSC items as defined in ANSI N45.2.9.2.2.1 and are essential when reordering equipment and answering inquiries from vendors and TVA personnel. Since these records are randomly filmed on roll microfilm, the following disposition is requested:</p> <p><u>DISPOSITION:</u></p> <p>A. <u>Paper Copies</u></p> <p>(1) Paper copies of microfilmed records - Destroy in Agency after microfilm is verified.</p> <p>(2) Paper copies as record copies - Destroy in Agency when nuclear plant is retired.</p>	NCl-142-82-10	

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	<p>B. <u>Microfilm</u></p> <p>(1) Silver original - Transfer to Federal Records Center quarterly. Destroy when nuclear plant is retired. *</p> <p>(2) All other copies:</p> <p>a. Silver original - Destroy in Agency when nuclear plant is retired.</p> <p>b. Duplicate copies - Destroy in Agency when no longer needed for reference.</p> <p>C. <u>Computerized Index (Cumulative)</u></p> <p>(1) Destroy when nuclear plant is retired.</p> <p>D. <u>Computerized Output Microfiche Index and other Computer Printed Indices</u></p> <p>(1) Destroy in Agency when superseded.</p> <p>* In order to determine when the contingent disposition may be applied and these records destroyed, TVA will review the records in item B1 40 years after their transfer to the Federal Records Center and every 5 years thereafter until they are destroyed.</p>		