

1 item

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

Tennessee Valley Authority

2. MAJOR SUBDIVISION

Division of Engineering Design

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

Ronald E. Brewer

5. TEL EXT

615-755-3351

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 _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

| | | |
|---------|---------------------------------------|-------------------------|
| C. DATE | D. SIGNATURE OF AGENCY REPRESENTATIVE | E. TITLE |
| 5-18-76 | <i>Ronald E. Brewer</i> | Assistant TVA Archivist |

| 7. ITEM NO | 8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) | 9. SAMPLE OR JOB NO | 10. ACTION TAKEN |
|------------|--|---------------------|------------------|
| 1 | <p align="center"><u>DIVISION OF ENGINEERING DESIGN</u></p> <p align="center"><u>ENGINEERING DESIGN PROJECT FILES</u></p> <p>These project files include all documentation originated or received in the Division of Engineering Design generated in the design and procurement phases of building a power generating station.</p> <p>These records include:</p> <p>Memoranda, letters, reports, estimates, Telecon and meeting minutes, specifications, requisitions, schedules of prices, contracts, inspection reports, bid receipts, notices to unsuccessful bidders, procurement requests, radiographs, manufacturer's drawings, and instruction and operating manuals.</p> <p>The record copies of these documents will be maintained for thermal units in the Thermal Power Engineering Branches, and for hydro and special projects in the Architectural, Hydro, and Special Projects Engineering and Design Branch. In the case where a branch has</p> | | |

| | |
|---|--------------------------------|
| LEAVE BLANK | |
| JOB NO | |
| NC1-142-76-17 | |
| DATE RECEIVED | |
| MAY 27 1976 | |
| NOTIFICATION TO AGENCY | |
| In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10 | |
| Date | Archivist of the United States |

Copy to Agency 6-29-76

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

| 7. ITEM NO. | 8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS) | 9. SAMPLE OR JOB NO. | 10. ACTION TAKEN |
|----------------|--|----------------------------|---------------------|
| | <p>procurement responsibility, the branch maintains the record file of its procurements. The procurement documents are filmed, maintained, and scheduled on National Archives Job No. NCl-142-76-10.</p> <p>The Inspection and Testing Branch will transfer to the Division of Power Production all lifetime quality assurance records listed in Appendix A, ANSI N45.2.9-1974, (copy attached).</p> <p>Temporary or nonpermanent quality assurance records listed in Appendix A will be maintained for the retention periods that are stated.</p> <p>Because of the increasing volume of records and for security purposes, the record copy will be microfilmed and a duplicate copy stored in the Vital Records Center. All other copies will be considered working papers and may be destroyed when they are no longer needed by an organization to perform its work.</p> <p>We recommend the following retention periods:</p> <p>Paper copy: Destroy after microfilming</p> <p>Microfilm: Destroy when project <i>facility</i> retired.</p> | | |