

44 814v79

REQUEST FOR RECORD DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NC1-142-80-2
DATE RECEIVED	11-8-79
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
4-7-80 <i>James E. O'Keefe</i> Date Acting Archivist of the United States	

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 Finance

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER
Ronald E. Brewer

5. TEL EXT
F.T.S.
854-3351

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 2 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 10/21/79	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Ronald E. Brewer</i>	E. TITLE Assistant TVA Archivist
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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
1.	<p><u>Power Invoices</u></p> <p>Form TVA 4164, Power Invoice is used by Power Accounting Branch for billing power delivered to wholesale power customers. The forms are prepared and distributed by the Power Accounting Branch upon receipt of the information from either TVA 3922, Meter Readings, or Office Memorandum (for certain major customers) from Office of Power, Division of Power System Operations. The invoice shows separately the gross energy charge, the applicable credits, the demand charge and other billings. The power invoices are the original source documents for posting to the general ledger and should be retained for 50²⁵ years. There is approximately 85 cubic feet accumulation since 1933.</p> <p>Disposition:</p> <p>a. <u>Division of Finance - Power Accounting Branch</u></p> <p>b. Alphabetical File (original) - Destroy when 50³⁵ years old Transfer to the Federal Records Center when 10 years old.</p> <p><i>RTB 3/17/80 CR</i></p>		

115-107

Closed 4-11-80 jr Copy to agency, NABR 4NC, 4NEN

6 items

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
	<u>Division of Finance - Power Accounting Branch (cont.)</u>		
a)	Numerical file (copy) - Destroy when 1 fiscal year old.	II-NVA- 2126, Item 20	
b.	<u>Division of Finance, Auditing Branch</u> (copy) - Destroy when 1 fiscal year old		
C.	<u>Office of Power - Manager's File</u>		
y)	Large Industrial Plants (copy) - Destroy when 5 years old		
a)	Municipalities, Cooperatives and Other (copy) - Destroy when 2 years old		
d.	<u>Office of Power - Division of Power Utilization</u> (copy) - Destroy when 1 year old		