REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)
TENNESSEE VALLEY AUTHORITY

2. MAJOR SUBDIVISION
BOARD

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
Linda E. Blevins
Linda E. Blevins

5. TELEPHONE
615-751-2524

LEAVE BLANK (NARA use only)

JOB NUMBER
N1-142-93-12

DATE RECEIVED
7-26-93

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

DATE
6/22/95

ARCHIVIST OF THE UNITED STATES
John W. Carlin

6. AGENCY CERTIFICATION

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached _____ 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

[X] is not required; [ ] is attached; or [ ] has been requested.

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
7/13/93	Linda E. Blevins	Assistant TVA Archivist

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	Calendars of the General Managers (see attached page)		

All changes to this proposed schedule have been approved by:

[signature]	6/7/91	Georgia S. Greene	6/1/95
NARA appraiser	date	Agency representative	date

Copies sent to agency, NSX, NSR, 4NS, NIA 6/29/95

NWML

1. CALENDARS OF THE TVA GENERAL MANAGERS

This series contains the calendars of daily activities/actions of three TVA General Managers: Lynn Seeber, Leon Ring, and William F. Willis. Calendars for all General Managers preceeding Mr. Seeber were either destroyed or removed from TVA by the General Manager because of the lack of knowledge that these calendars were official records.

The functions performed by the General Manager began in the Coordinating Division which was established October 6, 1933, when the first TVA Coordinator was appointed. On June 17, 1937, the title was changed to General Manager. The General Manager served as liaison between the Board and all TVA organizations in handling matters of Board concern, and was responsible for coordinating the execution of programs, policies, and decisions which the Board of Directors approved or adopted.

The title remained General Manager until 1988 when a series of title and function changes occurred. In the Fall of 1988, Marvin Runyan the new TVA Board Chairman, reorganized and had all corporate organizations report directly to him instead of to the General Manager. Mr. Willis remained, but with a new title of Chief Operating Officer. The title changed to Senior Executive Officer on January 1, 1991 (he also had a dual role from January 1, 1991, until May 1992 as President of the Resource Group). There will be no General Managers after March 1993 unless the position is restored by a future Board Chairman.

Lynn Seeber's tenure as General Manager was from March 2, 1970, through May 17, 1978; however, his calendars only date from December 1975 through December 18, 1978, because it was during this period that TVA became aware that these calendars were official records. Leon Ring's tenure was from November 29, 1978, through June 26, 1979, and his calendars date from December 19, 1978, through June 26, 1979. William F. Willis's calendars cover his entire tenure from June 27, 1979, through March 1993 (although he retired on February 7, 1993).

The volume of the calendars of Lynn Seeber, Leon Ring, and William F. Willis is 1.5 cubic feet. These calendars are in hard copy filed by calendar year and are in various formats. The earlier calendars were handwritten, later they were printed out from a Wang Office "Calendar" program in Wang Word Processing, and the newest ones are on Wang Word Processing reports compiled for one year at a time.

DISPOSITION

A. Calendars

PERMANENT. Transfer to NARA upon approval of this schedule.

C. ~~B.~~ Electronic versions of calendars ~~Wang Office "Calendar" Program~~

Destroy when no longer needed or when hard copy is printed out, whichever is sooner.

2221D B. Records not containing any substantive information. Destroy during archival processing without further notice to TVA.