INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-305-05-003

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

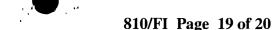
Description:

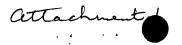
This schedule is superseded by N1-305-07-001.

Date Reported: 11/10/2020

	1					
REQUEST	JOB NUMBER 71 - 305 - 05 - 3 Date received 8 - 15 - 05					
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION			Date received			
	8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001			8-15-05		
1. FROM (Agency or establishment) Bonneville Power Administration			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				approved" or "withdrawn" in column 10.		
Records Management						
4. NAME OF PERSON WITH WHOM TO CONFER		5. TELEPHONE NUMBER	DATE	1	OF THE UNITED STATES	
Mary Rose Kerg		503-230-5456	66100	Jul-	- Weiste	
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 attachedl page(s) are not needed now for the business for 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,						
DATE SIGNATURE OF AGENCY REPRESENTATIVE			TITLE			
August 5, 2005 Many Core Keng			Records Officer			
7. ITEM NO.	8. DESCRIPTION OF ITEM AI	ND PROPOSED DISPOSITION	9. GRS SUPERSEI CITAT	DED JOB	10, ACTION TAKEN (NARA USE ONLY)	
1.	Please see attachment 1 -					
FI-30 Trust Funds FI-31 Fish and Wildlife Credits Attachment 2 The standard language about Electronic Mail and Word Processing System copies as it appears in the						
•	final item in the OP chapter Manual. Please note: The above is	of the BPA Records				
	Neutral.					

SA 6/12/07 Copies Sent to Agent, NR





810 FILE GUIDE AND RETENTION SCHEDULE: FINANCE

Last Revision Date: March 9, 2005

FILE RECORDS SERIES, TITLE, DESCRIPTION, & DISPOSITION
CODE OFFICE OF
RECORD/ORIGIN

FI-30 Trust Funds

KFW

Material relating to the BPA management of trust funds. Material includes, but not limited to, information related to nuclear decommissioning, decontamination or site restoration. Includes investment policies and annual trustee financial statements.

PENDING NARA APPROVAL

Retention Schedule:

In Office: Active plus 7 years and then destroy.

Active means period before the decommission/decontamination of a nuclear plant and/or completing restoration of the nuclear site.

FI-31 Fish and Wildlife Credits

KFS

Material relating to fish and wildlife credits. Preparation of materials certifying the size of fish and wildlife credits, earned under provision 4(h)(10)(c) of the Regional Act, to be sent to DOE, Treasury, and OMB.

PENDING NARA APPROVAL

Retention Schedule:

In office: Active plus 6 years and then destroy.

Active means as long as the provisions of the Regional Act governing BPA's fish and wildlife responsibilities are in place.

See Section 800 8 in the BPA Records Manual for definitions of KEY terms.

FILE GUIDE AND RETENTION SCHEDULE: FINANCE

Last Revision Date: March 9, 2005

FILE CODE RECORDS SERIES, TITLE, DESCRIPTION, & DISPOSITION

OFFICE OF RECORD/ORIGIN

Electronic Mail and Word Processing System Copies

Electronic copies of records that are created on electronic systems and used solely to generate a recordkeeping copy of the records covered by the other items in this schedule. Also includes electronic copies of records created on electronic mail and word processing systems that are maintained for updating, revision, or dissemination.

- (a) Copies that have no further administrative value after the recordkeeping copy is made.
 - 1. Copies maintained by individuals in personal files or other personal directories on hard disk or network drives, and copies on shared network drives that are used only to produce the recordkeeping copy.

GRS 20 Hems 13+

Destroy/delete within 180 days after the recordkeeping copy has been produced.

2. Copies maintained by individuals in personal electronic mail systems.

Electronic mail will be destroyed automatically when 90 days old.

(b) Copies used for dissemination, revision, or updating that are maintained in addition to the recordkeeping copy.

Destroy/delete when dissemination, revision, or updating is completed.