

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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

1. FROM (Agency or establishment)
 Department Of Energy (DOE)

2. MAJOR SUBDIVISION
 Bonneville Power Administration (BPA)

3. MINOR SUBDIVISION Office Of Management Services -
 Records Management Section - SSTD

4. NAME OF PERSON WITH WHOM TO CONFER
 Kathleen H. Lipscomb, Records Officer
 PO Box 3621 Portland, OR 97208-3621

5. TELEPHONE
 503-230-5367

LEAVE BLANK (NARA use only)

JOB NUMBER
 NI-305-94-1

DATE RECEIVED
 10-18-93

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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
 10-24-94

ARCHIVIST OF THE UNITED STATES
Cathy Hickamp Peters

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 26 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,

is not required; is attached; or has been requested.

DATE 10/7/93	SIGNATURE OF AGENCY REPRESENTATIVE <i>Maureen Wallace</i>	TITLE Director, Records Management Division
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	The attached temporary records series are in the <u>BPA Records Manual</u> as new (or significantly revised) items.		

FILE CODE	RECORDS SERIES, TITLE, DESCRIPTION, & DISPOSITION	OFFICE OF RECORD	RETENTION PERIOD			
			STORAGE			OTHER
			IN OFFICE	BPA	FRC	COPIES (IN OFFICE)
BU-14-26	<p>Information Resources Internal Services Resource Requirements Material relating to the resource requirements for automatic data processing (ADP)/information resources (IR) development and operations. Formerly included as part of BU-14-22, Support Services Resource Requirements. See also BU-14-11, Capital Equipment Resource Requirements.</p> <p>AUTHORIZATION: Recommendation of Management. BPA contacts: Joan McNamara, Mike Palmer, Sue Kannan.</p>	DRB PENDING	A+2yrs			A+1y

KEY: A - ACTIVE P - PERMANENT S - SUPERSEDED/OBSOLETE X - FIRST LETTER IN AREA OFFICE ROUTING (L, T, U, W) Z - ORIGINATING OFFICE

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BU-14-27	<p>System Replacements Resource Requirements Material relating to resource requirements for the capitalized planning, design, materials, and construction of replacements to transmission lines, substations, system protection, control systems, tools and equipment, and general facilities of the Federal Columbia River Power System (FCRPS) transmission system. See also BU-14-23, System Maintenance Resource Requirements, and BU-14-25, Transmission System Development Resource Requirements.</p> <p>AUTHORIZATION: Recommendation of Management. BPA contacts: Joan McNamara, Mike Palmer, Sue Kannan.</p>	DRB PENDING	A+2yrs			A+1yr

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✓ EQ-22	<p>ESA Section 4 Listing and Recovery Plan Material relating to BPA's participation in public processes to list species as threatened or endangered under the Endangered Species Act (ESA), to designate critical habitat for listed species, and to develop a recovery plan. Includes public, Federal agency, and other petitions, BPA analyses and technical information, decision paper and action items used in the National Marine Fisheries/U.S. Fish and Wildlife services (NMFS/FWS) process. Office of Record is usually EFB or PJ. See also EQ-13, Environmental Assessments, and EQ-14, Environmental Impact Statement, and EQ-21, <i>Endangered Species Act.</i></p> <p>AUTHORIZATION: Recommendation of Management. Due to the nature of Endangered Species Act work, BPA believes that the documentation classified under EQ-22, EQ-23, and EQ-24 will have future reference value to BPA and to the public. BPA contacts: Roy Fox, PG, x4261; Sarah McNary, AP, x5264; Sharron Monohon, PJIA, x3665; John Taves, EFBG, x4995.</p>	Z	5yrs	25yrs	A	PENDING

*Per telcom
by Deborah Smith
5-17-94*

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			BPA	FRC	OTHER COPIES (IN OFFICE)	
EQ-23	<p>ESA Section 7 Consultations Material relating to consultations with National Marine Fisheries Service (NMFS) or U.S. Fish and Wildlife Service (FWS) about actions potentially affecting listed species and critical habitat or conferences about actions likely to jeopardize any species proposed for listing. Includes public, Federal agency, or other documents, biological assessments and related documentation, technical information, biological opinions, incidental take statements, and related documentation, records of decision (RODs), and action items. Office of Record is usually EFBG, PG, PJ, PS, or RAE. See also EQ-13, Environmental Assessments, and EQ-14, Environmental Impact Statements, and <i>EQ-21, Endangered Species Act.</i></p> <p>AUTHORIZATION: Recommendation of Management. Due to the nature of Endangered Species Act work, BPA believes that the documentation classified under EQ-22, EQ-23, and EQ-24 will have future reference value to BPA and to the public. BPA contacts: Roy Fox, PG, x4261; Sarah McNary, AP, x5264; Sharron Monohon, PJIA, x3665.</p>	Z	5yrs	25yrs	A	PENDING
						<i>per tel con w/ Deborah Smith 5-17-94</i>

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EQ-24	<p>ESA Section 10 Permits Material relating to BPA, BPA-funded, or other actions requiring permit applications and issuance. Includes public, Federal agency or other documents, technical information, and related documentation, and action items. Office of Record is usually PG or PJ. See also EQ-13, Environmental Assessments, and EQ-14, Environmental Impact Statements, and EQ-21, Endangered Species Act.</p> <p>AUTHORIZATION: Recommendation of Management. Due to the nature of Endangered Species Act work, BPA believes that the documentation classified under EQ-22, EQ-23, and EQ-24 will have future reference value to BPA and to the public. BPA contacts: Roy Fox, PG, x4261; Sarah McNary, AP, x5264; Sharron Monohon, PJIA, x3665; John Taves, EFBG, x4995.</p>	Z	5yrs	25yrs	A	PENDING

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			IN OFFICE	BPA	FRC	
FW-25	Fish and Wildlife Projects Material related to planning and coordination of specific projects. See also EX-11-15, Publications; the final report on each BPA fish and wildlife (FW) project is issued as a <i>BPA-numbered publication</i> .	PJ	3yrs PENDING	3yrs	A	

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FW-25-11	<p>Preliminary FW Documentation Documentation of the general fish and wildlife (FW) project process at BPA and about potential fish and wildlife projects prior to contract award. Documents are transferred to FW-25-12 when the project is formalized through contract award or other specific action.</p> <p>AUTHORIZATION: Recommendation of Management BPA contact: Jillice West.</p>	PJ	3yrs PENDING	3yrs		A	

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			IN OFFICE	BPA	FRC	STORAGE	
FW-25-12	<p>Significant FW Projects Significant fish and wildlife (FW) projects are those for which a contract has been awarded and for which capitalized funds are committed. Significant projects may also include those with native American tribes, historical locations, environmentally sensitive issues, or unusual/innovative conservation or fish measures. Offer to NARA in 5-year blocks when 20 years old. Annual accumulation is about 4 linear feet.</p> <p>AUTHORIZATION: Recommendation of Management BPA contact: Jillice West.</p>	PJ	A+2yrs PENDING	3yrs	P	A	

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		OFFICE OF RECORD	IN OFFICE	STORAGE BPA FRC		
OP-16-23	<p>Puget Sound Voltage Stability Control Scheme Material relating to the control scheme to prevent voltage collapse in the Puget Sound Area.</p> <p>AUTHORIZATION: RECOMMENDATION OF MANAGEMENT BPA Contacts: Judith Deery, Linda Crawford, Don Watkins, or Warren McReynolds. NOTE: These contacts are valid for some or all 1993 changes in <i>BPA Records Manual</i> Chapter 810-OP. (Job N1-305-93-01)</p>	MOE	S	PENDING		S

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		OFFICE OF RECORD	IN OFFICE	STORAGE BPA FRC		OTHER COPIES (IN OFFICE)
OP-16-24	<p>Under-voltage Loadshedding Material relating to relays set to trip load when voltage goes below set points.</p> <p>AUTHORIZATION: RECOMMENDATION OF MANAGEMENT</p>	MOE	S	PENDING		S

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		OFFICE OF RECORD	IN OFFICE	STORAGE BPA FRC		
OP-19-19	Northwest Power Pool (NWPP) Tests Material relating to tests of the northwest power system, including power and reactive levels.	MO	A+1yr	PENDING		A

AUTHORIZATION: RECOMMENDATION OF MANAGEMENT

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				STORAGE BPA	FRC		
OP-20-20	Puget Sound Voltage Stability Material relating to plans to prevent voltage collapse in the Puget Sound Area. AUTHORIZATION: RECOMMENDATION OF MANAGEMENT	MOE	5yrs			PENDING	A

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OP-20-21	<p>WILSWA Voltage Stability Material relating to the Willamette Valley, Oregon,-southwest Washington area's voltage stability.</p> <p>AUTHORIZATION: RECOMMENDATION OF MANAGEMENT</p>	MOE	5yrs	PENDING		A

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				BPA	FRC	
OP-20-22	Trojan Effects on Voltage Stability Material relating to the effects on voltage stability of the Trojan Nuclear Power Plant.	MOE	5yrs		PENDING	A

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OP-21-19	Spokane (Munro) Control Center Material relating to the Spokane (Munro) Control Center. See also OP-22-22, AGC at Spokane (Munro) Control Center.	MOE	.5yrs	PENDING		A
AUTHORIZATION: RECOMMENDATION OF MANAGEMENT						

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OP-22-19	Telemetry Alternate Route Requirements Material relating to alternate route requirements for telemetry. AUTHORIZATION: RECOMMENDATION OF MANAGEMENT	MOE	10yrs	PENDING	A

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OP-22-20	<p>Mid-Columbia Coordination Material relating to an agreement with non-Federal dams owning entities to maximize water-use efficiency in the mid-Columbia River area.</p> <p>AUTHORIZATION: RECOMMENDATION OF MANAGEMENT</p>	MOE	10yrs	PENDING		A

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OP-22-21	AGC at Eastern Control Center Material relating to AGC at Eastern Control Center, Moses Lake, Washington.	MOE	10yrs		PENDING	A
	AUTHORIZATION: RECOMMENDATION OF MANAGEMENT					

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OP-22-22	AGC at Spokane (Munro) Control Center Material relating to the AGC at Spokane (Munro) Control Center. See also OP-21-19, Spokane (Munro) Control Center.	MOE	10yrs			PENDING	A
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OP-25-23	Geomagnetic-induced Current Monitoring Material relating to geomagnetic-induced current monitoring (GIC). AUTHORIZATION: RECOMMENDATION OF MANAGEMENT	MOE	5yrs		PENDING	A

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				BPA	FRC	
OP-25-24	High-voltage Direct-current Master Control System Material relating to the HVDC master control system at Celilo and Sylmar converter stations.	MOE	5yrs		PENDING	A

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OP-27-20	<p>Dittmer SCADA Material relating to Dittmer Control Center (DCC) SCADA reports, equipment software, and remote terminal units (RTUs).</p> <p>AUTHORIZATION: RECOMMENDATION OF MANAGEMENT</p>	MO	3yrs	PENDING	3yrs

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OP-27-21	<p>Eastern SCADA Material relating to Eastern Control Center (ECC) SCADA reports, equipment software, and remote terminal units (RTUs).</p> <p>AUTHORIZATION: RECOMMENDATION OF MANAGEMENT</p>	MO	3yrs	PENDING	3yrs

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		OFFICE OF RECORD	IN OFFICE	STORAGE BPA FRC		OTHER COPIES (IN OFFICE)
OP-31	Reliability Material relating to reliability issues connected with operation of BPA's transmission system. See also ED-23, System Reliability Criteria, and OP-26-15, RODS Performance.	MOE	10yrs	PENDING		A

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OP-31-11	<p>Reliability Operating Plan Material relating to control centers' plans that meet long-term system reliability needs.</p> <p>AUTHORIZATION: RECOMMENDATION OF MANAGEMENT</p>	MOE	10yrs	PENDING		A

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PE-18-11	BPA Merit Promotion Plan					
	(a) Case files relating to the promotion of an individual that document the individual's qualification standards, the evaluation methods, selection procedures, and evaluations of candidates; excluding any records that duplicate information in the promotion plan, the Official Personnel Folders, or in other personnel records. Based on GRS 1/32.	SPC SPN SPV xA	A	2yrs		A
	AUTHORIZATION: SF 115 N1-305-88-1 approved July 14, 1989					
	(b) Apprenticeship and Craftsman Training Promotion Files Same as PE-18-11(a) except specific to Apprenticeship and Craftsman only. See also PE-24-19(b), BPA-sponsored Training--Apprenticeship and Trainee Programs.	A	3yrs	2yrs	A	PENDING
	AUTHORIZATION: CFR 29 A 30.8(3) BPA contact: Karla Magedanz.					

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