

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)
Department of Energy

2. MAJOR SUBDIVISION
Bonneville Power Administration

3. MINOR SUBDIVISION
Office of Engineering and Construction

4. NAME OF PERSON WITH WHOM TO CONFER
Robert Carpenter

5. TEL. EXT.
252-4357

LEAVE BLANK

JOB NO.
NCL-434-83-5

DATE RECEIVED
3-1-83

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

9/2/83 *Robert H. Haney*
Date Archivist of the United States

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 2-16-83	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>W.A. Rankin</i>	E. TITLE Director of Management Systems Analysis
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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>LAND ACQUISITION FILES</u> documenting the acquisition and subsequent utilization of real property and real property rights. The records are arranged alphabetically by name of power transmission line, tract number, and access road numbers. Each file consists of three forms: (1) A Buyers Report, BPA Form 136 or equivalent, which contains negotiation notes, releases the project to construction, and documents facts obtained; (2) A land obligation notification, BPA Form 10 or equivalent, which is used to encumber the money for payment; and (3) Disbursement Voucher, BPA Form 360 or equivalent, used to authorize the preparation of a check; maps, legal instruments, and related correspondence; description and ownership data; acquisition authority; appraisal data; preliminary, supplemental, and final title evidence; property inspection; option and deed preparation, execution, and recordation; voucher preparation and payment; and, in cases involving condemnation, settlement by stipulation and/or trial records.</p> <p><i>Mass data change not required</i></p>		<i>3 items</i>

115-107 *10KR sent 9-20-83 by DMW.
Agency sent 9-14-83 by DMW.*

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>a. Legal Instrument (Abstract or Certificate of Title); Final Opinion (Condemnation or Stipulation); and Latest Title Policy.</p> <p>Transfer to purchaser after unconditional sale or release by the Government of conditions, restrictions, mortgages, or other liens.</p> <p>b. Microforms. Master Film (Record Copy), and Jacket copy.</p> <p>Destroy property record 10 years after property's unconditional sale or release by the Government of conditions, restrictions, mortgages, or other liens.</p> <p>c. Other Paper Records.</p> <p>Retain original records until microfilm copies have been made in accordance with 41 CFR 101-11.506 and verified as substitutes for the original records, then DESTROY.</p> <p><u>CERTIFICATION:</u> The records described on this form were, and in the future will be, microfilmed in accordance with the standards set forth in 41 CFR 101-11.506. Storage conditions shall adhere to the standards of 41 CFR 101-11.507 and 101-11.508. The first inspection of microfilm required by 41 CFR 101-507.2 will be conducted 2 years after the initial microfilming.</p>		