

REQUEST FOR RECORDS DISPOSITION AUTHORITY		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER	71-142-00-5
1. FROM (Agency or establishment) Tennessee Valley Authority		DATE RECEIVED	8/12/2000
2. MAJOR SUBDIVISION River System Operations & Environment		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION		In accordance with the provision of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for may items that be marked "disposition not approved" or "withdrawn" in column to.	
4. NAME OF PERSON WITH WHOM TO CONFER Janice Beard	5. TELEPHONE (423) 751-2839	DATE	1-15-02
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 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, <input type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.		ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>	
DATE August 9, 2000	SIGNATURE OF AGENCY REPRESENTATIVE <i>Georgia S. Helme</i>	TITLE Manager, Records Management	
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.150	<p>Dam Safety Inspections</p> <p><u>Dam Safety Inspection Reports</u> - All inspection observations, especially as related to the safety of the dam, should be documented. The extent and nature of inspection reports required for the informal, intermediate formal, and special inspections vary in proportion to the intensity of the inspection and the nature of the findings. Information inspection reports may range from memoranda to supervisors which describe conditions and corrective actions, to detailed accounts of an event or occurrence. Intermediate inspection reports may vary from similar memoranda or trip reports to more formal reports containing substantial records, detail, and recommendations. Formal and special inspections require complete formal technical reports of all findings, corrective actions and recommendations for record and reference purposes in order to form a basis for major remedial work when required.</p> <p>Dam Safety Inspection Reports are made up of various types of inspections and schedules for all hydro facilities. There are approximately 200 inspections performed at these facilities in a given year.</p> <p><u>DISPOSITION</u></p> <p>(1) 1986 through September 30, 1993, PERMANENT (filmed into RIMS). Reference N1-142-86-5.</p> <p>(2) October 1, 1993 through July 1, 1997 - Destroy when 30 years old (filmed into RIMS). Reference N1-142-93-15.</p> <p>(3) Beginning July 2, 1997 (stored in EDMS) - Destroy at the end of the life of structure.</p> <p>(4) Electronic copies created on electronic mail and word processing systems</p> <p>Delete after recordkeeping copy has been produced unless needed longer for revision or dissemination.</p>		

SA 1/22/02 copies sent to Agency, NR, NRC

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I.150 Dam Safety Inspection Reports (Continued)

(4) Electronic copies of records that are created on electronic mail and word processing 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. Includes, copies maintained by individuals in personal files, personal electronic mail directories, 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.

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

- 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.