

EQUEST FOR RECORDS DISPOSITION AUTHORITY		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER 71-142-01-6	
1. FROM (Agency or establishment) Tennessee Valley Authority		DATE RECEIVED 7-12-2001	
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 "withrawn" in column to.	
4. NAME OF PERSON WITH WHOM TO CONFER Janice Beard	5. TELEPHONE (423) 751-2839	DATE 11-5-01	ARCHIVIST OF THE UNITED STATES <i>John W. Cal</i>
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.			
DATE June 18, 2001	SIGNATURE OF AGENCY REPRESENTATIVE <i>Georgia S. Greene</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 GRS OR SUPERSEDED JOB CITATION	10.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)
1.13	<p>ANALYTICAL REPORTS, DIVISION OF RESEARCH, 1938 AND CONTINUING</p> <p>This series covers chemical and chemical engineering research work that is carried out by Energy Research & Technology Applications (ER&TA) (and its predecessor organizations Environmental Research & Services (ER&S), and National Fertilizer and Environmental Research Center (NFERC), etc.) to support its mission to promote quality in research, development, education, and commercialization of technologies that will enhance agriculture, the environment, and support national defense. Most of this research is long-term, and it is not unusual for a research project to last from 10 to 15 years from inception to completion, including the establishment of legal rights.</p> <p>This series documents analytical, x-ray, spectrographic, petrographic, and corrosion investigations as carried out in laboratories in Muscle Shoals in support of this research program and as an aid to federal, state, and other organizations as requested.</p> <p>Requests for laboratory services are submitted to laboratories on request forms TVA 991 or TVA 29092 or a similar form. Laboratory employees perform the requested work and record the results on the lower part of the form. The original copy is filed in the laboratory along with supporting papers including worksheets, calculations, certificates of analysis, etc. A duplicate copy and a computer printout are returned to the requester and filed with their research and development project work files. These records are filed chronologically or by project. The retention periods will satisfy TVA's legal and research reference needs as well as the needs of federal, state, and other organizations when work is performed under contract for them..</p> <p>Continued on the attached page</p> <p><i>cc: Agency, NR, NRC</i></p>	NC1-142-83-4, Item 1	

I.13 ANALYTICAL REPORTS, DIVISION OF RESEARCH, 1938 AND CONTINUING
(Continued)

DISPOSITION

A. Original

1. Department of Defense projects

Destroy when newest record is 40 years old.

2. Other Projects

Destroy when newest record is 10 years old.

~~B. Duplicate~~

Withdraw - Non Record

~~Destroy when determined by competent agency research personnel that the files have served all research purposes.~~

C. Electronic Copies

Electronic copies of records that are created on electronic mail and word processing systems and used solely to generate a record-keeping 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 record-keeping 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 record-keeping 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 record-keeping copy.

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

(NC1-142-83-4, Item 1)