

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

## **Schedule Number: N1-142-04-006**

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

### Description:

Item A was superseded by N1-142-10-001, item 14d

Items B/a and B/b were superseded by GRS 5.1, item 020 (DAA-GRS-2016-0016-0002)

Date Reported: 07/28/2022

N1-142-04-006

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## REGULATORY COMPLIANCE WORKPLACE INSPECTIONS

The records series includes inspection reports conducted by Corporate Safety of Human Resources. Corporate Safety conducts workplace inspections TVA wide to determine compliance with OSHA (Occupational Safety and Health Administration) requirements. Corporate Safety prepares reports of deficiencies after inspections conducted. The reports are sent to the Facilities Management for corrective actions. Deficiencies are tracked until corrected. Once the deficiency is corrected, the file is closed. The inspections are conducted at least once a year. The reports range from 1997 to present. Present accumulation is about 4 cubic feet. Expected accumulation is about 1 cubic foot per year.

### DISPOSITION

A. Record copy of individual report

Destroy 75 years after deficiencies in the report are corrected.

B. Electronic mail and word processing system copies. 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 the 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 recordkeeping copy has been produced.

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

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