

REQUEST FOR RECORDS DISPOSITION AUTHORITY		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NF-142-09-2</i>	
1 FROM (Agency or establishment) TENNESSEE VALLEY AUTHORITY		DATE RECEIVED <i>5/8/09</i>	
2 MAJOR SUBDIVISION FINANCIAL SERVICES		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request, including amendments, is approved except for may items that be marked "disposition not approved" or "withdrawn" in column to	
4 NAME OF PERSON WITH WHOM TO CONFER Kalpana Chatterjee	5 TELEPHONE 423-632-4684	DATE	ARCHIVIST OF THE UNITED STATES WITHDRAWN
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 (<u>pages</u>) 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 checked="" type="checkbox"/> is not required, <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE 3/5/09	SIGNATURE OF AGENCY REPRESENTATIVE <i>Mary H. Ragland</i>	TITLE Manager, Enterprise Document Management	
7 ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	CAPITAL PROJECTS JUSTIFICATION RECORDS (ATTACHED) <i>Withdrawn 3-30-10</i>	<i>GRS 6-2</i>	WITHDRAWN

7. ITEM NO	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)

CAPITAL PROJECTS JUSTIFICATION RECORDS

These records consist of information that pertains to the approval, monitoring, updating and closure of capital projects. Capital projects are projects requiring capital dollars to acquire, develop, improve, and/or maintain a capital asset. A capital project justification record includes documentation (including forms and other information) that documents the approvals for capital spending on a project. It also includes the documentation about project closure. Two primary forms are used to document this process.

Project Justification Form (PJF): The PJF includes the following information: project description, problem description, project scope, related performance metrics, description of assets to be placed in service and assets to be retired, project category, critical success factors supported by the project, project phase approval being requested, estimated costs by phase, phase start and end dates, anticipated benefits with supporting cost/benefit analysis and resulting economic metrics, risk assessment (quantified to the extent practical), etc. The PJF is signed by the appropriate approving authorities and serves as documentation that the project has been approved for spending.

Project Closure Report: The Project Closure Report documents the success or failure of the project (cost, schedule, benefits, performance measures, lessons learned, assets placed in service, etc.) The Project Closure Report is signed by the appropriate approving authorities and serves as documentation that the project has been reviewed.

The records are business sensitive. To comply with the Securities and Exchange Commission's (SEC) requirement stated in the 17 CFR Part 210 and mandated by Section 802 of the SOX act of 2002, the records will be retained for 7 years.

Disposition

Destroy seven years after the period the project is closed.