

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

*(See Instructions on reverse)*

LEAVE BLANK

JOB NO.

N1-142-86-10

TO: **GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

DATE RECEIVED  
7-7-86

1. FROM (Agency or establishment)

Tennessee Valley Authority

2. MAJOR SUBDIVISION

Office of Power Operations

3. MINOR SUBDIVISION

Division of Operations Support - Power Service Shops

4. NAME OF PERSON WITH WHOM TO CONFER

Ronald E. Brewer

5. TELEPHONE EXT.

FTS 858-2520

DATE

11-4-86

ARCHIVIST OF THE UNITED STATES

*Frank S. Bunker*

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

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; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence:  is attached; or  is unnecessary.

B. DATE 6-27-86	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Ronald E. Brewer</i>	D. TITLE Assistant TVA Archivist
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
	<p style="text-align: center;"><u>QUALITY ASSURANCE TRAINING, QUALIFICATION, OR CERTIFICATION OF PERSONNEL</u></p> <p>These records document the training, qualifications, or certifications of individual employees to perform specific duties under the Power Service Shops (PSS) quality assurance program. Some are required as a condition of employment.</p> <p>The guidelines for the maintenance and control of these records are set forth in TVA's Office of Power and Engineering Administrative Instructions, VI RECORDS. These guidelines implement the requirements of TVA's Nuclear Quality Assurance Manual (NQAM), Part III, Section 4.1, and ANSI N45.2.9-1974 with exceptions listed in the TVA Topical Report, TVA-TR75-1.</p> <p>These records are created by shop foremen, instructors at PSS or the Power Operations Training Center, and others. They are maintained by the Document Control Unit, and are arranged by subject and alphabetically by name. Total accumulation is 0.5 cubic feet since 1979.</p>		

**Request for Records Disposition Authority – Continuation**

JOB NO

PAGE OF  
2 of 2

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p><u>DISPOSITION</u></p> <p>A. Attendance Lists:                      Destroy when six years old.</p> <p>B. All other records:                      Destroy six years after the employee is terminated or transferred.</p>		