

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO. N1-142-87-1	DATE RECEIVED 10/29/86
1. FROM (Agency or establishment) TENNESSEE VALLEY AUTHORITY		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION OFFICE OF POWER		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.	
3. MINOR SUBDIVISION DIVISION OF POWER SYSTEM OPERATIONS TECHNICAL SUPPORT BRANCH			
4. NAME OF PERSON WITH WHOM TO CONFER RONALD E. BREWER	5. TELEPHONE EXT. (615) 751-2520	DATE 1-30-87	ARCHIVIST OF THE UNITED STATES <i>Frank S. Benke</i>
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 _____ 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	C. SIGNATURE OF AGENCY REPRESENTATIVE	D. TITLE		
10/27/86	<i>Ronald E. Brewer</i>	ASSISTANT TVA ARCHIVIST		
7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>		9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
	<u>SUBSTATION MAINTENANCE RECORDS</u> (See Attached)			

TVA, 4NN, NNA

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p style="text-align: center;"><u>SUBSTATION MAINTENANCE RECORDS</u></p> <p>The Substation and Line Section of the Technical Support Branch of Power System Operations maintains the record copy of all maintenance and test records on major equipment, including factory test and name plate data. These records are used to determine required maintenance intervals, spare parts stocking levels; and to establish a performance history on each specific piece of equipment.</p> <p>Every five years the accumulated file is microfilmed in accordance with standards set forth in 36 CFR Part 1230. Two silver originals and one diazo copy are made.</p> <p>The silver originals are stored in separate locations for security purposes. The diazo copy is maintained by the Substation and Line Section. The index for the records is on a data file.</p> <p>Duplicate paper copies of substation maintenance records are retained as working copies in area offices where the equipment is located. When the equipment is retired or transferred to another location, working files are destroyed or sent to the new location if requested.</p> <p><u>DISPOSITION</u></p> <p>1. Paper Copy</p> <p>(a) Record - Destroy when acceptable microfilm is obtained.</p>		

Request for Records Disposition Authority - Continuation

JOB NO.

NI-142-87-1

PAGE OF

3 of 3

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>(b) Working Copies - Destroy when equipment is retired or transferred, or if requested transfer with equipment to new location.</p> <p>2. Microfilm</p> <p>(a) Silver Originals - Destroy when agency no longer exists.</p> <p>(b) Diazo Copy - Destroy when agency no longer exists.</p> <p>3. Index - Destroy when agency no longer exists.</p>		