INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-142-87-002

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Superseded by N1-142-93-010, item 3 (all subitems).

Date Reported: 07/28/2022
REQUEST FOR RECORDS DISPOSITION AUTHORITY  
(See Instructions on reverse)

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

1. FROM (Agency or establishment)  
TENNESSEE VALLEY AUTHORITY

2. MAJOR SUBDIVISION  
OFFICE OF NUCLEAR POWER

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
RONALD E. BREWER

5. TELEPHONE  
(615) 751-2520

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 4 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  
10/28/86

C. SIGNATURE OF AGENCY REPRESENTATIVE  
RONALD E. BREWER

D. TITLE  
ASSISTANT TVA ARCHIVIST

7. ITEM NO.

8. DESCRIPTION OF ITEM  
(With Inclusive Dates or Retention Periods)

TRAINING PROGRAM RECORDS  
(See Attached)

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARS/USE ONLY)

STANDARD FORM 115 (REV. 8-83)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.4
This record series consists of the official training program records of employees who have successfully or unsuccessfully completed training programs in the Office of Nuclear Power. It also includes the training records of former employees of the Office of Nuclear Power who were either terminated or transferred to another division within TVA.

These records document the qualifications, experience, training, and retraining of TVA's current and past nuclear plant staff members. The Operator Training Program records are classified as QA records as defined by ANSI N45.2.9-1974. The training program records include, as a minimum, information documented in various TVA forms, support documentation, lesson plans, and instructor evaluation forms. Each training program is covered by a procedure that identifies which records are QA records and which records are support documents.

Training programs in the Office of Nuclear Power include programs such as:

- Nuclear Student Generating Plant Operator
- Senior Instrument Mechanic
- Operator Training Program
  - Unit Operator
  - Assistant Unit Operator
  - Assistant Shift Engineer
  - Shift Engineer
- Engineer Training
- Radiochemical License Training
- Laboratory Analyst Training
- Radio Chemistry Specialty Training
- Administrative Officer Training
- General Employee Training
Also included are apprenticeship training programs such as:

- Asbestos Worker Improver
- Boilermaker
- Electrician
- Instrument Mechanic
- Machinist
- Painter
- Sheet Metal Worker
- Steamfitter

The records are indexed by employee's name, social security number, and by dates of training. Through 1982 the records were filmed on 16mm roll microfilm and after 1982 they were filmed on microfiche. Filming is done in accordance with standards set forth in 36 CFR part 1230.

Hard copy of any material which cannot be legibly microfilmed will be retained as record copy (to date there are approximately 47 cubic feet of paper as record copy). New procedures in the training programs will substantially reduce the amount of paper copy which cannot be legibly microfilmed.

Because these records have significant value in demonstrating the capability for safe operation of the nuclear plants and have value in determining operator qualifications when human error is involved in an accident or malfunction at the nuclear plants, the following retainings are necessary for administrative and possibly litigative purposes.

**DISPOSITION:**

A. Paper Copies

1. Paper copies of microfilmed records - destroy in agency after microfilm is verified.

2. Paper copies as record copies - destroy in agency when nuclear program is discontinued.
<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>A. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)</th>
<th>B. Microforms</th>
<th>C. Cumulative Index</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(1) Record copies - destroy in Agency when nuclear program is discontinued.</td>
<td></td>
<td>Destroy in Agency when nuclear program is discontinued.</td>
</tr>
<tr>
<td></td>
<td>(2) All other copies - destroy in Agency when no longer needed for reference.</td>
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</tbody>
</table>

B. Microforms

(1) Record copies - destroy in Agency when nuclear program is discontinued.

(2) All other copies - destroy in Agency when no longer needed for reference.

C. Cumulative Index

Destroy in Agency when nuclear program is discontinued.