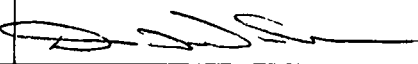


| | | | |
|--|--|---|---|
| REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i> | | LEAVE BLANK | |
| TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408 | | JOB NO. <i>N1-142-88-4</i> | DATE RECEIVED <i>1-12-88</i> |
| 1. FROM (Agency or establishment) TENNESSEE VALLEY AUTHORITY | | NOTIFICATION TO AGENCY | |
| 2. MAJOR SUBDIVISION OFFICE OF NATURAL RESOURCES AND ECONOMIC DEVELOPMENT | | 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 SERVICES AND FIELD OPERATIONS | | | |
| 4. NAME OF PERSON WITH WHOM TO CONFER RONALD E. BREWER | 5. TELEPHONE EXT. 615-751-2520 | DATE <i>5/8/90</i> | ARCHIVIST OF THE UNITED STATES  |
| 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 <i>1/4/88</i> | C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Ronald E. Brewer</i> | D. TITLE 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 GRS OR SUPERSEDED JOB CITATION | 10.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> |
|-------------|---|-----------------------------------|--|
| | <p>See attached Comprehensive Records Schedule for the Office of Natural Resources and Economic Development, Division of Services and Field Operations, Data Services Branch.</p> <p>All changes to this proposed schedule have been approved by:</p> <p><i>Fred Williams</i> <i>5/4/90</i> NARA appraiser date</p> <p><i>Ronald E. Brewer</i> <i>1-9-90</i> Agency Representative date</p> | | |

RESOURCE DEVELOPMENT GROUP
RIVER BASIN OPERATIONS

RECORDS RELATING TO THE DATA SYSTEMS DEPARTMENT

The Data Systems Department serves as a data center for Resource Development and other TVA program organizations by processing, validating, archiving, and retrieving air quality, biologic, hydrologic, hydraulic, meteorologic, water quality and temperature, and energy conservation data. It also manages other types of data and information as requested. It provides periodic or special informational reports, statistics, and data analysis services to TVA program organizations and outside groups. It serves as TVA's central contact for exchanging data with State and other Federal agencies, including the USGS, EPA, and NOAA. It collects data via satellite, telephone, radio, and microwave communications from remote stations across the Valley. It develops, designs, fabricates, calibrates, and installs electronic instrumentation systems for collecting and communicating data from remote stations to the central facility. It also designs and fabricates control systems and other instrumentation systems for a variety of applications.

The branch coordinates with other TVA organizations and other Federal agencies for engineering surveys, Valley-wide needs for precipitation, stream gaging, and dam safety observations.

1. WATER TEMPERATURE DATA

Water temperature data is collected at various stations and sites in the Tennessee River Basin to determine the maximum, minimum, and average water temperatures. The collection of this information by field personnel is performed in order to fulfill requests by various organizations within and outside TVA. The data is used to supply information routinely requested by other sections and organizations.

The data is used in site evaluations, Safety Analysis Reports, and by various facilities before and during operation (i.e., power plants and water treatment plants). Also, the information is used by cities and industries in establishing water temperature trends, by industrial and recreational water users, and by cities wanting to use the water as a source of water supply. Data is also supplied to U.S. Geological Survey for recording trends in water temperature.

RECORDS RELATING TO THE DATA SYSTEMS DEPARTMENT (continued)

1. WATER TEMPERATURE DATA (continued)

In the early years of TVA, when a request was received for water temperature data, field personnel visited the sites and manually measured the temperature of the water. The original figures were recorded in field books. Later, recording gauges were installed to measure the temperature automatically at specific locations and are still being used. The gauges register the temperature on recorder charts. The data inscribed in field books and on recorder charts was sent to Data Management Section; and when a request was made by an organization, the information was plotted on a monthly or annual sheet and then the information was sent to the requestor. The water temperature plots are being retained to document the information sent to the requestor and for future reference. The annual rate of accumulation is less than .5 cu. ft.

The inclusive dates of these records are 1936 to date and continuing. The filing arrangement is by river name, mile location, and date. The water temperature plots have scientific and litigative value. The field books are no longer accumulating.

DISPOSITION

~~A. Water Temperature Plots~~

~~Destroy when 55 years old.~~

~~(NC1-142-82-3, Item 1)~~

B. Field Books

Destroy when 10 years old.

C. Recorder Charts and Related Correspondence

Destroy when 10 years old.

RECORDS RELATING TO THE DATA SERVICES BRANCH (continued)

METEOROLOGICAL DATA AND REPORTS

2. ~~PRECIPITATION IN THE TENNESSEE RIVER BASIN REPORTS~~

Precipitation in the Tennessee River Basin reports were prepared and issued monthly and annually by Data Services Branch (formerly Hydraulic Data Branch). The reports are used to provide information to other TVA organizations and to the public for evaluating flood zones, site planning for future power facilities, community planning, legal actions, etc. The reports are compiled from raw data which is collected in two ways:

1. Recording rain gauges are placed at various points throughout the Valley to obtain a continuous measurement of rainfall at that location. The measurements are recorded on charts thereby creating rain gauge recorder charts.
2. Observer reports, form 478 and series, Rainfall Record, are completed daily by personal service contractors at approximately 100 stations throughout the Valley. Observers are needed to manually collect the information at certain points where only daily readings are sufficient.

Measurements from both sources were used to print the precipitation reports. The reports were discontinued in April 1980; ^{precipitation} but the data is however, presently being collected, referenced, and used. The gauges are still read. The rain gauge recorder charts are maintained and referenced frequently.

Weather summaries are monthly reports, written by field engineers, of weather conditions in eight designated areas within the Valley. The summaries briefly describe weather conditions during a specific month. Information was extracted from the summaries and included in the precipitation reports. The weather summaries were discontinued in 1977.

Special reports on weather phenomena are written only when an unusual event occurs in a specific area. For example, a special report may be written on ice storms, snow storms, or tornadoes and any other weather phenomena that is abnormal. The special report is a detailed description of any irregular weather conditions reported in the precipitation reports. These reports are single source documents that depict the weather conditions in the Tennessee Valley region from 1934-1980.

DISPOSITION

- A. Precipitation ^{Records} ~~Reports and Special Reports on Weather Phenomena~~
or the Federal Records Center
Destroy all when the oldest are 100 years old (year 2034). Transfer to TVA Records Center when no longer needed for reference. ~~Not authorized for transfer to the Federal Records Center.~~
- B. Rain Gauge Recorder Charts
Destroy when 30 years old. Transfer to the Federal Records Center, Eastpoint, Georgia, when 5 years old.
- C. Observer Reports and Weather Summaries
Destroy when 5 years old.
- D. Special Reports on Weather Phenomena
Destroy all when the oldest are 100 years old (CY 2034).
Transfer to TVA Records Center or the Federal Records Center when no longer needed for reference. Page 3

RECORDS RELATING TO THE DATA SERVICES BRANCH (continued)

3. WATERSHED RESEARCH PROJECTS

The Watershed Research Projects include hydrologic research which has been conducted on Bear Creek, Beech River, Chestuee Creek, North Fork Citico Creek, Parker Branch, and other TVA watersheds. The information collected is used to quantify the relationship of streamflow reaction to land use charges. The results of the research are documented in monthly and annual reports. Some of the final reports, which also document the results of the research, have been published.

The research contains the following data:

- A. Discharge measurement notes which depict how much flow occurs at the given gauge height. The notes are used to develop rating curves.
- B. Streamflow charts which are electronically recorded measurements of water levels on a given day.
- C. Rainfall charts which are measurements of the amount of rainfall on a given day at a specific location.
- D. Anemograph charts which show the wind speed and direction on a given day at a specific location.
- E. Hygrothermograph charts which are measurements of the amount of humidity in the air on a given day at a specific location.
- F. Sediment sample notes and computations which are measurements of the amount of sediment at a given location.
- G. Silt analyses which are measurements of the amount of silt that has settled on the bottom of a body of water and also includes the composition of the silt.
- H. Soil moisture analyses which are measurements of the amount of moisture in the soil.
- I. Road survey data which was compiled when road relocation was necessary due to construction of water-related structures.

These records are filed alphabetically by name of watershed. The inclusive dates are 1934-1972. The approximate ^{total} volume is 286 cubic feet. The approximate accumulation of one complete set of all reports is 15 cubic feet.

RECORDS RELATING TO THE DATA SERVICES BRANCH (continued)

3. WATERSHED RESEARCH PROJECTS (continued)

DISPOSITION

All other copies *A. Complete set of reports (monthly, annual, published, & unpublished)*
PERMANENT, transfer to the National Archives in calendar year 1996.

B. A. of Reports (monthly, annual, published, and unpublished)

Destroy all when the oldest are 75 years old (year 2009). Transfer to the Federal Records Center upon approval of this schedule.

C. B. Discharge Measurements

Destroy upon approval of this schedule.

D. C. Streamflow Charts

Destroy upon approval of this schedule.

E. D. All Other Data

Destroy upon approval of this schedule.

4. STREAMFLOW RECORDS

Streamflow records are collected for river and reservoir forecasting, flood control, site planning for power facilities, community planning, water supply and quality uses, and support for legal actions involving damage claims and other legal requirements. Stream gauges are placed where needed along the waters. Charts are placed on the gauges to measure water levels at a given time. The charts are replaced monthly and are sent to the Data Systems Department for analysis and storage.

Discharge measurements are collected at various sites to determine stage discharge relationships. They are used to develop rating curves, to show discharge stage relationship, and to measure the storage capacity in lakes and reservoirs. Discharge measurements are important factors in published flow data, flow modeling, sediment transport, and hydrograph preparation.

These records are filed alphabetically by river name, station name, river mile, and date. Inclusive dates are 1935 and continuing. Total accumulation in 1987 is approximately 300 cubic feet.

DISPOSITION

Destroy when 75 years old (first destruction in year 2010). Transfer to TVA Records Center when 5 years old. Transfer to Federal Records Center 10 years after date of transfer to TVA Records Center.