

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		<b>LEAVE BLANK (NARA use only)</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NI-142-92-12</i>	DATE RECEIVED <i>3/16/92</i>
1. FROM (Agency or establishment) TENNESSEE VALLEY AUTHORITY		NOTIFICATION TO AGENCY  In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION RESOURCE GROUP			
3. MINOR SUBDIVISION RIVER BASIN OPERATIONS, MAPS AND SURVEYS			
4. NAME OF PERSON WITH WHOM TO CONFER  LINDA E. BLEVINS	5. TELEPHONE  615-751-2524	DATE <i>7-30-96</i>	ARCHIVIST OF THE UNITED STATES <i>John W. Cal</i>

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 for disposal on the attached 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required;  is attached; or  has been requested.

DATE <b>MAR 10 1992</b>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Linda E. Blevins</i>	TITLE ASSISTANT TVA ARCHIVIST
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	Maps and Surveys Correspondence Files (1933-88) (See attached pages)		

AUG - 6 1996 *MHR* copy to: Agency, FNS  
NSR, NNS

## 1. MAPS AND SURVEYS CORRESPONDENCE/PROJECT FILES

This series contains the Official Correspondence File combined with Mapping Project Files for the Maps and Surveys program for the period 1933 and continuing. This organization performs mapping operations for TVA and other federal agencies. It acquires vertical and oblique aerial photography; conducts photogrammetric surveys, including those for close-range industrial applications; and prepares topographic, planimetric, cadastral land, recreation, navigation, and other special purpose maps in both graphical and digital formats. It develops remote sensing methods for application agency-wide, and performs field survey computations and maintains survey control information valley-wide. It determines the extent and designation of land rights for agency projects; issue's approvals for land and land rights acquired or sold; investigates and negotiates for utility adjustments; and relocates affected cemeteries. Maps and Surveys also operates a map library, two map sales offices, and a precision photography shop.

The files dated 1933-67 have been broken into the following subjects: branch and division level documents including outdated program procedures and progress reports; reports, correspondence, studies, and estimates related to the sale or transfer of land and buildings; general correspondence related to the various proposed flood control projects; approvals and correspondence related to acquisition of land for steam plants; correspondence, reports, and compilation data related to various mapping programs, including Valley topographic map (VTM) and foreign mapping activities; purchase agreements and related correspondence; correspondence and related documents regarding surveying, mapping, and describing of land associated with the various reservoir projects, including right-of-ways for roads, railroads, and transmission lines, various land use areas, and flood control projects.

The records dated 1933-67 are filed by the divisional file classification system. This segment totals 247 cubic feet of which 222 cubic feet were transferred to the Chattanooga Records Center in 1991. The remaining 25 cubic feet are being maintained in the Maps and Surveys Department and are coded 73 F 10 and 73 G.

The file was broken in 1968 and the program and administrative correspondence began being filed separately in the division file. The project file continues to be retained in Maps and Surveys, filed alphabetically by reservoir, and/or project name, and consists of approximately 54 cubic feet.

## 1. MAPS AND SURVEYS CORRESPONDENCE PROJECT FILES

Shown below is a list that indicates where Maps and Surveys correspondence has been filed since 1968:

- o From 1968-80, the correspondence was interfiled into the Division of Natural Resources file when they were transferred to Knoxville in the early 1980's (N1-142-88-6, Item 1).
- o The correspondence dated 1981-88 is filed by the subject numeric classification system. These records were interfiled with the Division of Services and Field Operations correspondence file, and is located in the Chattanooga Records Center. Classification codes used for the Maps and Surveys program correspondence in this file are WR 26, 27, 27-2. Approximately six inches of Maps and Survey's program correspondence is in this file, and will be scheduled at a later date along with the division file.
- o The correspondence dated October 1988 through June 1993 is interfiled with the Systems Engineering official correspondence file in Knoxville under classification code SE-75, and will be scheduled at a later date. The approximate volume is 3 inches.
- o The correspondence dated July 1993 through December 1994 is interfiled with the Engineering Services correspondence file in Knoxville under classification code EGS 16, and will be scheduled at a later date. The approximate volume is 2 inches.
- o The correspondence dated January 1995 and continuing is interfiled with Engineering Services Central Region correspondence file located in Chattanooga under classification code EGS 16, and will be scheduled at a later date. The approximate annual accumulation is 0.25 cubic feet.

### DISPOSITION

#### A. Correspondence\Project File, 1933-67

Destroy when no longer needed for reference, not to exceed 5 years after the end of the program.

#### B. Project File, 1968 and continuing

Destroy when no longer needed for reference, not to exceed 5 years after the end of the program.