

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)

Tennessee Valley Authority

2. MAJOR SUBDIVISION

Communications and Employee Development

3. MINOR SUBDIVISION

Health Services

4. NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE

vfc Linda E. Blevins

615-751-2524

LEAVE BLANK (NARA use only)

JOB NUMBER

NT-142-92-20

DATE RECEIVED

4/29/92

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE

5-10-93

ARCHIVIST OF THE UNITED STATES

Arudy Huskamp Peterson

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 ___ 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

4/7/92

SIGNATURE OF AGENCY REPRESENTATIVE

Linda E. Blevins

TITLE

Assistant TVA Archivist

| 7. ITEM NO. | 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION | 9. GRS OR SUPERSEDED JOB CITATION | 10. ACTION TAKEN (NARA USE ONLY) |
|-------------|---|-----------------------------------|----------------------------------|
| | <p>The attached two items are being submitted as follows:</p> <ol style="list-style-type: none"> COMPENSATION CASE RECORDS (NC1-142-82-8, item 1) <p>This item has previously been approved but is being resubmitted to lengthen the retention period. The retention period will not be tied to the date of injury if this is approved.</p> <ol style="list-style-type: none"> Live Well Center Orientation Files <p>All changes to this proposed schedule have been approved by:</p> <p><i>Susan Y. Eeter</i> 5/5/93 NARA appraiser date</p> <p><i>Linda E. Blevins</i> 4/30/93 Agency representative date</p> <p><i>Copies sent to agency, NSR, HNS</i> 5/17/93</p> | | |

IV.2 COMPENSATION CASE RECORDS

Compensation case files maintained by the Workers Compensation and Rehabilitation Department (WCRD) provide a detailed account of the circumstances, actions, rulings, etc. for injury/illness claims filed by employees. It consists of copies of forms, reports, and documents filed with district offices of Office of Workers Compensation Program (OWCP). It also contains official OWCP rulings and correspondence, legal and congressional correspondence, results of investigations, cost data and other pertinent documents necessary for monitoring, and appropriate actions by WCRD staff members and others both in and outside TVA. Compensation case files maintained by field offices (injured employees' employing organizations) contain duplicates of the forms and some other documents maintained in the WCRD case file.

DISPOSITION

1. Case Files--Department

A. No Lost Time

Destroy in agency 10 years after date claim was filed or date of last case activity, whichever is later.

B. Lost Time

Destroy in agency 10 years from date of last payment, or case activity, whichever is later.

V.3.9. LIVE WELL CENTER ORIENTATION FILES

Individual file on all participants requesting orientation to the Live Well Center containing signed responsibility/health history form(s) and any other documentations required for center records.

DISPOSITION

~~Destroy information when participation is discontinued.~~

Destroy in agency 3 years from date when employee ceases participation.

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