

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
*(See Instructions on reverse)*

<sup>TO</sup> NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  
 WASHINGTON, DC 20408

1. FROM (Agency or establishment)  
 TENNESSEE VALLEY AUTHORITY

2. MAJOR SUBDIVISION  
 CUSTOMER GROUP

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER | 5. TELEPHONE  
 vfc LINDA E. BLEVINS | (615) 751-2524

**LEAVE BLANK (NARA use only)**

JOB NUMBER  
 N1-142-93-6

DATE RECEIVED  
 3-26-93

**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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10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 | ARCHIVIST OF THE UNITED STATES  
 10-26-94 | *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 | SIGNATURE OF AGENCY REPRESENTATIVE | TITLE  
 3/18/93 | *Georgia S. Greene* | ASSISTANT TVA ARCHIVIST  
*Linda E. Blevins*

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>See the attached two record series descriptions and proposed retention periods as follows:</p> <ol style="list-style-type: none"> <li>Transmission Line Profile and Substation Contours (Level Books)</li> <li>Topo Books (T Books)</li> </ol> <p>All changes to this proposed schedule have been approved by:</p> <p><i>Richard W. Marcus</i> 10/5/94 NARA appraiser date  <i>Georgia S. Greene</i> 9/27/94 Agency representative date</p> <p>Copies sent to Agency, NSE, LNS, NSX @ 11/15/94</p>		

1. TRANSMISSION LINE PROFILE AND SUBSTATION CONTOURS (LEVEL BOOKS)

Profile level notes for TVA's transmission lines and substation sites that were surveyed beginning in 1933 through the mid 1960's are recorded in Level books, or L books. The information for this time period is not recorded any other place. Some of the information is plotted on drawings but the L books are needed for more accuracy. The information has various uses and is the official record of how profiles were obtained. Examples of when this information is used are when we cross with new lines the information is a check for TVA and when TVA spots new structures in new places we can determine exactly what the elevation is. From the mid 1960's to the mid 70's, TVA gathered this information using mark sense cards. This information was transferred to computer tape and computer printouts were generated. When the printouts were generated the cards were destroyed. The tapes were reused. From the mid 70's to present the information is manually punched into a data collector. The information is then read in through a modum and processed through the mainframe. At the present time plans are being made to collect the information electronically and transfer to optical disc for storage.

There are approximately 3,000 Level Books in approximately 51 cubic-foot boxes stored in the Muscle Shoals Records Center.

DISPOSITION

A. Level Books

Destroy upon approval of this schedule.

B. Printouts

Destroy upon approval of this schedule.

C. Electronic Records

Delete when line right-of-way or substation is abandoned or sold. If agency is dissolved transfer to new custodian..

## 2. TOPO BOOKS (T BOOKS)

The Topo Books contain the topography as well as property notes for TVA's transmission lines that were surveyed prior to the early 1980's. They also contain the topography and boundary notes for our substations that were surveyed during this time. This information is needed to obtain information that is not recorded on TVA drawings. The information is used to settle right-of-way or substation boundary disputes in court. The information recorded in these books is not maintained anywhere else. There are approximately 35 cu. ft. containing approximately 1,900 topo books.

### DISPOSITION

#### A. Topo Books

Destroy when line right-of-way or substation is abandoned or sold. If agency is dissolved transfer to new custodian.

#### B. Electronic Records

Delete when line right-of-way or substation is abandoned or sold. If agency is dissolved transfer to new custodian.

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