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
   Information Services

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
   Vicki Callahan (615) 751-6249

5. TELEPHONE

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
   8/5/94  Georgia S. Greene  Assistant TVA Archivist

7. ITEM NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

   1. PROBLEM AND CHANGE TECHNICAL ASSESSMENT MEETING FILES

   These files are described on the attachment. It is being requested that they be filmed into RIMS (N1-142-93-15) as required by Nuclear Quality Assurance.

   N1-142-94-8
   8-17-94
PROBLEM AND CHANGE TECHNICAL ASSESSMENT MEETING FILES

Nuclear Quality Assurance requires that Information Services submit to RIMS (Job No. NI-142-93-15), records that document the problems and changes that are discussed in the weekly Problem and Change Technical Assessment Meetings. In these meetings the technical people from the various IS organizations, Applications Technology, Base Technology, Support Services, Computing and Telecommunication Services, discuss problems and approve change requests for the computers, telephone systems, and networks at TVA. These records are 8-1/2" x 11". About 500 sheets will be submitted to RIMS annually.

DISPOSITION

A. Paper copies

Film into the RIMS System. Destroy when no longer needed for administrative purposes, not to exceed 2 years.

B. Microfilm

Destroy when all nuclear plants are retired, or 10 years after the agency is dissolved, whichever is longer.

Samples are attached.