

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER 11.142.95.4	DATE RECEIVED 10.19.94
1. FROM (Agency or establishment) TENNESSEE VALLEY AUTHORITY		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION RESOURCE GROUP		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER WILMA H. MCCAULEY	5. TELEPHONE 615-751-2521	DATE 2-26-96	ARCHIVIST OF THE UNITED STATES <i>John W. Carl</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 \_\_\_\_ 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 9/6/94	SIGNATURE OF AGENCY REPRESENTATIVE <i>Georgia S. Greene</i>	TITLE <i>for</i> 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 GRS OR SUPERSEDED JOB CITATION	10.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	Correspondence File for Business Operations and Valley Resource Center (7-1-88 to 1-6-91)		
2	Correspondence File for Business Operations (1-7-91 to 12-31-93)		
3	Correspondence File for Valley Resource Center (1-7-91 to 5-31-93)		
4	Correspondence File for Community Partnerships (6-1-93 to 9-30-94)		
	(See attached pages for text of items)		

1. CORRESPONDENCE FILE OF BUSINESS OPERATIONS AND VALLEY RESOURCE CENTER  
(7-1-88 TO 1-6-91)

This file contains correspondence of program and housekeeping records related to programs such as Engineering Assistance, Business and River Development, Special Opportunities Counties and Cities, Skills and Education Development, Mobile Small Business Assistance Center, Technology Transfer and Commercialization, Manufacturing Development and Rural Development. Also included are the Business Operations' records which are mainly administrative, such as budget, equipment and supplies, and health and safety. These programs were formerly in the Office of Natural Resources and Economic Development (ONRED) under the Division of Land and Economic Resources (permanent, N1-142-89-9, Item 2).

This file is coded to the subject-numeric classification system and contains 44 cubic feet of material. After the short-term material is purged, there will be 25 to 30 cubic feet of program material.

Due to a reorganization, the Business Operations and Valley Resource Center files were split on 1/7/91. Thereafter, two separate files were maintained, one for Business Operations and one for Valley Resource Center (see items 2 and 3).

DISPOSITION

a. *Archival records.*

PERMANENT. Transfer to NARA in CY 2011. (Screen out and destroy housekeeping records before transfer to NARA.) Transfer to Knoxville Records Center in 1993.

b. *Records determined during archival processing to lack archival value. Destroy immediately*

2. CORRESPONDENCE FILE FOR BUSINESS OPERATIONS (1-7-91 TO 12-31-93)

This file was begun on 1-7-91 when the combined Business Operations and Valley Resource Center file was split due to a reorganization (see item 1). This series contains correspondence of program and housekeeping records for Business Operations. The records are coded to the subject-numeric classification system. A major part of this series contains administrative-type correspondence, such as budget, equipment and supplies, and health and safety. However, there is some information in the Economic Resources (ER) classification code relating to programs, such as economic development, commercial business development, advanced technology development, and minority development.

Due to a reorganization, this file was discontinued in December 1993. Most of the functions performed by Business Operations were assumed by RES GR Finance and Contracts, and they began maintaining a file that contains administrative material, such as budget and contracts. The program records were transferred to the new Community Partnerships organization (see item 4).

The volume is 17 cubic feet. When housekeeping material is purged, there will be 8 to 10 cubic feet of program material.

DISPOSITION

~~PERMANENT. Transfer to NARA in CY 2013. (Screen out and destroy housekeeping records before transfer to NARA.)~~ Transfer to Knoxville Records Center in 1993. *Destroy 10 years after file break.*

3. CORRESPONDENCE FILE OF VALLEY RESOURCE CENTER (1-7-91 TO 5-31-93)

This file was begun on 1-7-91 when the combined Business Operations and Valley Resource Center file was split due to a reorganization (see item 1). This series includes correspondence of program and housekeeping records for Valley Resource Center. The records relate to programs such as Engineering Assistance, Business and River Development, Special Opportunities Counties and Cities, Skills and Education Development, Mobile Small Business Assistance Center, Technology Transfer and Commercialization, Manufacturing Development and Rural Development.

This file is coded to the subject-numeric system and contains 24 cubic feet. After the housekeeping material is purged, there will be approximately 15 cubic feet of program material. Due to a May 1993 reorganization, this file was discontinued. A new file was established for RES GR's Community Partnerships (see item 4).

DISPOSITION

a. Archival records

PERMANENT. Transfer to NARA in CY 2014. (Screen out and destroy housekeeping records before transfer to NARA.) Transfer to Knoxville Records Center in 1993.

b. Records determined during archival processing to lack archival value. Destroy immediately

4. CORRESPONDENCE FILE FOR COMMUNITY PARTNERSHIPS (6-1-93 TO 9-30-94)

This file was begun on 6-1-93 due to a reorganization. Most of the Community Partnership programs were formerly carried out by the Valley Resource Center (see item 3). However, the reorganization implemented an expansion in field program outreach and marketing and allowed a new initiative in the Valley major economic development program. Also, the minority development program which had been part of Valley Resources transferred to TVA's new Education, Training, and Diversity organization. Major Community Partnership programs are Waste Reduction Assessment and Technology Transfer; Agricultural Institute Environmental Leadership; Rural Development Regional Waste Management; Solid Waste Technical Assistance; Research and Development projects related to alternative uses of waste and recycled materials; Farm Demonstration projects; Rural Development Minority Resources program, Analytical Services program, Community Growth and Jobs program, Technology Transfer and Commercialization program, and Skills/Education Development program.

In June 1994, it was announced that effective 10-1-94 all TVA economic development-type programs will be pulled together into a new TVA organization called Economic Development which will not be part of the Resource Group, but will be at an equal organizational level. All Community Partnership programs and a few programs related to economic development from other TVA organizations will be combined under the new Economic Development organization. A new file will be started for Economic Development (to be scheduled at a later date).

This file is coded to the subject-numeric classification system and contains approximately 24 cubic feet. After short-term records are purged, there will be approximately 20 cubic feet of program material. The inclusive dates are 6-1-93 to 9-30-94.

DISPOSITION

a. Archival value

PERMANENT. Transfer to NARA in CY 2014. (Screen out and destroy housekeeping records before transfer to NARA.) Transfer to Knoxville Records Center in 1995.

b. Records determined during archival processing to lack archival value. Destroy immediately.