Schedule Number: N1-142-97-013

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Item 1 was superseded, per the N1-142-10-001 crosswalk, by GRS 24, item 3b2, which is now (2022) GRS 3.1, item 020 (DAA-GRS-2013-0005-0004).

Item 2 was superseded by N1-142-10-001 item 16a.
**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NAR)
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

5. TELEPHONE
   (423) 751-6249

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.

7 DATE
   5/14/97

8 SIGNATURE OF AGENCY REPRESENTATIVE
   Georgia A. Queen

9. TITLE
   ASSTSTANT TVA ARCHIVIST

10. ITEM NO.

1. See attached for Software Configuration Management Request Forms

2. See attached for ADP Publications
1. **SOFTWARE CONFIGURATION MANAGEMENT REQUEST FORMS**

These records consist of various forms and printouts used to request and document the migration of software modules through the promotion path (test, acceptance, and production). These forms include, but are not limited to, Production Request forms, Software Acceptance Logs, Production Management Change Request forms, PRIDE Modification/Improvement Request forms, and Production Source Module forms.

**DISPOSITION**

Transfer to Records Center when one year old. Destroy when 5 years old.

2. **ADP PUBLICATIONS**

Newsletters created to disseminate information pertinent to the use of the central server such as system upgrades, security, data base management, media storage, and availability. The current newsletter, *ADP Operating Notes*, is the consolidation of five previous newsletters: *Bits and Bytes, TSO Swaps, Roscoe Reporter, CICS Informer, and S2K Keys*.

**DISPOSITION**

A. Electronic copies

   Destroy or delete when superseded or obsolete.

B. Paper copies

   Destroy when no longer needed.