

REQUEST FOR RECORDS DISPOSITION AUTHORITY		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATON (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NI-142-97-24</i>	
1 FROM (Agency or establishment) TENNESSEE VALLEY AUTHORITY		DATE RECEIVED <i>8-18-97</i>	
2 MAJOR SUBDIVISION COMMUNICATIONS		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER Kal Chatterjee	5 TELEPHONE 423-632-3622	DATE <i>9-16-99</i>	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</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 X 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, <input checked="" type="checkbox"/> is not required, <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE 8-14-97	SIGNATURE OF AGENCY REPRESENTATIVE <i>Georgia S. Greene</i>	TITLE Assistant TVA Archivist	
7 ITEM NO	8 DESCRIPTION OF ITEM PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	NEWSPAPER CLIPPINGS ABOUT TVA Please see the attachment	NN-163-63	

9/27/1999 cbc copies to: agency, NR, NRC

I.1. NEWSPAPER CLIPPINGS ABOUT TVA

This series contains clippings of articles concerning TVA taken from newspapers and journals throughout the country. This service was established in 1933 and is continuing. Around forty newspapers, various journals, and clippings from three subscribed commercial clipping services are reviewed and articles on TVA's various programs and activities are preserved. Copies are made from the clippings and distributed throughout TVA, as requested.

The microfilming of the clippings started in 1965 and the older clippings were also microfilmed using MIRACODE software. From 1984, Kodak Kar 4000 was used after MIRACODE became obsolete. Below are the segments by inclusive dates, volume, and method of access:

1933 to 1938 26 reels, using MIRACODE software, are arranged numerically by accession number which corresponds with INDEX of TVA NEWS abstract number. These are only searchable sequentially if approximate date is known (vol. approximately 1 cf.).

1933 to 1965 14 reels, using MIRACODE software, are alphabetically arranged by subject and then chronologically within subject heading (approximately 1/2 cf.).

1965 to 1983: 752 reels, using MIRACODE software, are arranged randomly on the reels, with a beginning and ending date indicated on each reel's label. The film must be searched sequentially within a given range of dates (approximately 8 cf.).

1984 to 1988 63 reels, using Kodak KAR 4000 software, are arranged chronologically in weekly groupings filmed in the following order: related material, INDEX of TVA NEWS material, industry material, energy material, misc. material, water and LBL material. Search terms are entered according to a thesaurus developed in 1983 and the database is searched based on terms assigned at time of indexing. A list of roll/frame numbers is produced and appropriate clippings are retrieved. However, the retrieval software (i.e., microcomputer) is no longer available (approximately 1 cf.)

1933 to 1988: 20 reels, using Kodak KAR 4000 software, of INDEX of TVA NEWS were microfilmed chronologically by date and can be accessed sequentially by date. The paper copy is maintained in the Corporate Library (approximately 1/2 cf.).

1965 to 1975. 2 reels, using Kodak KAR software, were produced from the News-Index clips, arranged numerically by News-Index accession number and publication date. These can be accessed sequentially by News-Index accession number, which corresponds with Index of TVA News abstract number. This was discontinued in 1988 and paper copies are maintained in the organization. Originals of the microfilm are stored at the Knoxville Records Center.

The hardcopies of the clippings have been thrown away dated 1983 to 1988. The remainder of the hardcopies from the subject clips are stored in the Corporate Library (vol 64 cf) and the remainder of the hardcopies from the numbered clips are stored in the historic collection in Resource Group's Cultural Resources Center at Norris (14cf). These are retrievable by using broad search terms using a LOTUS (SOFTWARE) access program

I.1. NEWSPAPER CLIPPINGS ABOUT TVA (continued)

Microfilming was disbanded in July 1988. The original reels of microfilm containing numbered clips are stored at the Knoxville Records Center and the copies are maintained in the organization. The original microfilm containing subject clips is stored at the Knoxville Record Center and copies of the microfilm are at the Corporate Library.

The clipping service from 1988-to to-date is still maintained in hardcopy by Communications. The feasibility of changing clippings from the current media to an optical disk system is being evaluated. All clippings from the beginning would be scanned into a new electronic imaging system as well as scanning all new clippings. These clippings constitute a historic collection of press reports and editorial comments about TVA and its various programs over the years. Total volume to date is approximately 24 cf. Estimated annual accumulation is approximately 2 cf/3 cf. .

DISPOSITION

A Original (paper) clippings

Destroy when copy has been disseminated unless needed longer for reference.

B Microfilm of clippings

Destroy when program terminates.

Note Donation to appropriate historical society or other public institution may be authorized upon written submission to NARA

Reference: RCA No 2057
NARA No.NN166-63

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DISPOSITION

A Original (paper) clippings

PERMANENT Transfer to NARA

1 1933-1965

Transfer upon approval

2 1965 to 1975

Transfer in CY 2000

3 1965-1983

Transfer in CY 2000

4 1984-1988

Transfer in CY 2005

5 1988 and continuing

Transfer in 10 year blocks when newest record is 10 yr old
Ex (1988-1998 transfer in 2008), (1998-2008 transfer in 2018)

B Microfilm of clippings

Destroy when no longer needed for reference

C Optical Disks

Destroy when no longer needed for reference

Reference RCA No 2057
NARA No NN166-63