# REQUEST FOR RECORDS DISPOSITION AUTHORITY

## TO
NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

## FROM
(Technical unit, government office, or nongovernment organization)
Tennessee Valley Authority

## MAJOR SUBDIVISION
Administrative Services (AS)

## MINOR SUBDIVISION
Fossil & Hydro Power

## NAME OF PERSON WITH WHOM TO CONFER
Paul A. Jennings

## TELEPHONE
423-751-2528

## 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 on the attached (pages) 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
10/9/1997

## SIGNATURE OF AGENCY REPRESENTATIVE
Georgia S. Greene

## TITLE
Assistant TVA Archivist

## PROJECT MAINTENANCE RECORDS

Some of the information contained in these files dates back to of the earliest engineering and construction activities by TVA. These files consist of project authorizations, job scopes, equipment parts and specifications, and vendor information for ordering replacement equipment. These files could include tests reports, sketches, and warranty information. These series of records include vendor manuals with drawings, specifications and information related to equipment replacement parts under this contract and vendor. These records are filed by contract number and project identification.

These records are valuable to TVA for reference and use when a replacement part is needed for a piece of equipment. This could result in downtime at our plant sites if this information were not available. There are approximately 1,152 cubic feet of records stored at the Chattanooga Records Center. These files are retrieved on a weekly basis. Information concerning this project is currently issued and added to these files. These records need to be accessible to selected employees around the clock for emergencies (such as equipment failure) at a particular project.

**DISPOSITION**

Destroy when project is retired from TVA system.

Cut off when TVA vacates plant and transfer to new custodian for use of plant; otherwise destroy when no longer needed.

See 10/24/97 email from TVA.

Paul Jennings

Sey Elder

## STANDARD FORM 115 (REV 3-91)
PREVIOUS EDITION NOT USABLE

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**LEAVE BLANK (NARA use only)**

<table>
<thead>
<tr>
<th>JOB NUMBER</th>
<th>DATE RECEIVED</th>
<th>NOTIFICATION TO AGENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>N1-142-98-3</td>
<td>10-24-97</td>
<td>In accordance with the provision of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for may items that be marked “disposition not approved” or “withdrown” in column</td>
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