Schedule Number: N1-142-99-003

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Explanation / Description:
This schedule is superseded by GRS 5.1, item 020

Date Reported: 02/25/2020
REQUEST FOR RECORDS DISPOSITION AUTHORITY

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

1 FROM (Agency or establishment)

TENNESSEE VALLEY AUTHORITY

2 MAJOR SUBDIVISION

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 on the attached (1) 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 2/24/99

SIGNATURE OF AGENCY REPRESENTATIVE

GALENA B. YELIN

TITLE

Assistant TVA Archivist

7. ITEM NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

TVA SCHEDULE I RECORDS COMMON TO MOST OFFICES

Electronic Mail and Word Processing System Copies

Electronic copies of records that are created on electronic mail and word processing systems and used solely to generate a recordkeeping copy of the records covered by other records schedules. Also includes electronic copies of records created on electronic mail and word processing systems that are maintained for updating, revision, or dissemination

a Copies that have no further administrative value after the recordkeeping copy is made. Includes copies maintained by individuals in personal files, personal electronic mail directories, or other personal directories on hard disk or network drives, and copies of shared network drives that are used only to produce the recordkeeping copy

Destroy/delete within 180 days after the recordkeeping copy has been produced

b Copies used for dissemination, revision, or updating that are maintained in addition to the recordkeeping copy

Destroy/delete when dissemination, revision, or updating is completed

c Exceptions to the above disposition

Refer to organization's comprehensive records schedule for exceptions

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARA USE ONLY)

LEAVE BLANK (NARA use only)

JOB NUMBER

DATE RECEIVED

NOTIFICATION TO AGENCY

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 "withdrawn" in column 10.

DATE

ARCHIVES OF THE UNITED STATES

6/29/99

PREVIOUS EDITION NOT USABLE

STANDARD FORM 115 (REV 3-91)

Prescribed by NARA

36 CFR 1228