

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED SEP 12 1975	JOB NO. NC - 142-76-1
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10	
Date 9-19-75	<i>James B. Rhoads</i> Archivist of the United States

**TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)
Tennessee Valley Authority
2. MAJOR SUBDIVISION
Division of Engineering Design
3. MINOR SUBDIVISION
Electrical Engineering Design Branch
4. NAME OF PERSON WITH WHOM TO CONFER
Ronald E. Brewer
5. TEL. EXT. 615
755-3116
6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

9/8/75 (Date) *Ronald E. Brewer* (Signature of Agency Representative) Assistant TVA Archivist (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p><u>Estimates for generating stations suborder work</u></p> <p>These records are final summary estimates with original supporting work papers and design sketches which provide backup data from various organizations within the Office of Engineering Design and Construction. EDB is considered the "lead" organization and compiles these inputs into the estimate forms which form the basis for suborders by which other TVA organizations request engineering design and procurement services and provide funds for such services.</p> <p>These records are used in substantiating man-hour requirements, cost requirements, completion of engineering work, or in determining reasons for cost overruns. They are also useful in preparing other estimates for projected work which is similar to work done on earlier projects.</p> <p>Actual experience has shown that these records are used for 20 years after a project is completed. The following retention period will satisfy all TVA requirements:</p> <p><i>Destroy</i> 20 years after project is completed.</p>	X	
<p><i>John</i> <i>9-18-75</i></p> <p><i>Copy to Agency + East Point 9-23-75 DR</i></p>		1 item	