

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO <b>NC1-142-76-20</b>	
DATE RECEIVED <b>MAY 27 1976</b>	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
JUN 21 1976 Date	<i>James E. O'Neil</i> Archivist of the United States ACTING

TO: **GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)  
Tennessee Valley Authority

2. MAJOR SUBDIVISION  
Division of Engineering Design

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
Ronald E. Brewer

5. TEL EXT  
615-755-3351

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.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE <u>5-17-76</u>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Ronald E. Brewer</i>	E. TITLE Assistant TVA Archivist
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1	<p align="center"><u>DIVISION OF ENGINEERING DESIGN</u></p> <p><u>Concrete Schedules</u></p> <p>These records include 60, 90, and 120-day forecasts and correspondence and are transmitted between the Division of Engineering Design design project managers and the Division of Construction project managers. They are generated on most of TVA's construction projects. Upon receipt of these records, Division of Engineering Design initiates an internal review of the forecast, schedule, and/or tabulations to determine which drawings must be issued before concrete pours can be made. The tabulations are updated and the information is then transmitted to the Division of Construction.</p> <p>After a new forecast or schedule has been made and the concrete has been poured, these records are of no significant value in the Division of Engineering Design. We recommend that a short retention period of 6 months be approved for these records.</p> <p><i>Copy to Agency 4/21/76</i></p>		