

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NC 1 142 77 04
DATE RECEIVED	27 JAN 1977
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
<i>2-21-77</i> Date	<i>James B. Rhoads</i> Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
Tennessee Valley Authority

2. MAJOR SUBDIVISION
Office of Power

3. MINOR SUBDIVISION
Division of Power Production

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 2 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 1-18-77	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>TORCH CUTTING, WELDING, AND OPEN-FLAME WORK PERMITS</u></p> <p>This form is issued by the shift engineer in duplicate and contains a certification that assures the supervisor or foreman that all necessary safety precautions have been taken during any torch cutting, welding, or open-flame work to prevent a possible fire.</p> <p>The original is posted in the area where the work is being performed; the duplicate is kept in the shift engineer's office. When the work covered by the permit has been completed, the original of the form is returned to the shift engineer who destroys the duplicate and forwards the original to the Supervisor, Administrative Services, for filing and disposal after 90 days.</p> <p>From July 1, 1975, to date we have accumulated approximately 100 linear inches. These records have short-term value. Should a fire occur during torch cutting, welding or open-flame work, the permit would be pulled and filed with other records created as a result of the fire.</p>		1 item

Sent to agency, 4NC, 4NCN, NNB - 3/23/77 JB

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p><u>TORCH CUTTING, WELDING, AND OPEN-FLAME WORK PERMITS--</u> continued</p> <p>Recommended disposition instructions:</p> <p>Torch cutting, welding, and open-flame work permits - Destroy after 90 days</p>		