

NCD copy

REQUEST FOR RECORDS DISPOSAL AUTHORITY.
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NC1 142 78 2
DATE RECEIVED	24 JAN 1978
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
Date	4-12-78 <i>James E. O'Neil</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
Division of Water Management

3. MINOR SUBDIVISION
Data Services Branch

4. NAME OF PERSON WITH WHOM TO CONFER
Warren H. Jaunsen

5. TEL. EXT.
FTS 852-2141
(615)632-2141

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 3 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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
9/29/77	<i>Warren H. Jaunsen</i> Warren H. Jaunsen	Supervisor, Office Management Services Staff

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p><u>Division of Water Management Data Services Branch</u></p> <p><u>Air Quality Data and Meteorological Data</u></p> <p>This data includes SO₂ charts, NO₂ charts, ozone charts, AISI charts (coefficient of haze), and radiological charts; also wind speed/wind direction charts, air temperature charts, hygro-thermograph charts, and dew point charts.</p> <p>Preliminary data is digitally-recorded data, which when judged to be valid, based upon calibration and maintenance records and analog chart review, are utilized by TVA in assessment (licensing) and compliance activities. These data are logged onto paper tape and teletype hard copy by 24 NOVA minicomputers at various TVA steam plants plus operating and proposed nuclear plant sites. The paper tape serves as the primary input medium to the Air/Water Quality Processing Programs maintained by Data Services Branch which inventory and print data. Teletype hard copies are retained in Data Services area offices for six months after data collection, while the paper tapes are mailed to the Computing Services in Chattanooga at least once a week for read-in. After read-in, the paper tapes are stored in Computing Services for 90 days.</p>		

7 items

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
	<p>During the "preliminary" phase of processing, paper tape data along with backup magnetic cassette and analog strip chart records are used to update the master primary data files. Analog strip chart records are a continuous trace of a parameter utilized to display data for maintenance and validation personnel and to act as a backup source of data when the data logger is inoperative.</p> <p>The master data are retained on magnetic tapes in Computing Services; one set of three tapes for each site. For each site the tapes are used master in/master out in a rotational fashion for backup purposes.</p> <p>After all data for a year are "initially validated", the data are rolled off of the rotating master and onto a magnetic permanent storage master tape. The year-end master tape is then backed up onto another magnetic tape which is stored in an environmentally controlled vault at another site.</p> <p>After backing up the year-end tape, the data from this tape are microfiched in "initially validated" printout format and distributed to other organizations.</p> <p>The accumulation of strip charts is occurring at about the rate of 135 cubic feet per year.</p> <p>Recommended disposition instructions:</p> <p>A. Preliminary data used to update the master primary data files:</p> <ol style="list-style-type: none"> 1) Paper Tape - Destroy after ^{when} 90 days old, 2) Teletype - Destroy after ^{when} 90 days old. 3) Cassettes - Recycle after ^{when} 90 days old. 4) Analog Strip Charts - Destroy when 4 years old <p>B. Magnetic Master Data Tape and Microfiche</p> <ol style="list-style-type: none"> 1) Nuclear Plant Data - Destroy when 50 years old (life of plant - 10 years construction and 40 years operation) 2) Hydro and Steam Plant Data - Destroy 6 years after the plant is retired <p>C. 16 mm Roll Microfilm</p> <ol style="list-style-type: none"> 1) Hydro and Steam Plant Data - Destroy 6 years after the plant is retired 		

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

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	<p>■ (Continued) (This film is presently stored at the Federal Records Center, East Point, Georgia)</p> <p>The records will be microfilmed in accordance with FPMR 101-11.4 and FPMR 101-11.5.</p>		