

land NCD 3 Jun 79 14

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NCI-142-79-4
DATE RECEIVED	5 JAN 1979
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
3-12-79 1-24-79 <i>James B. R. Ronda</i> Date <i>acting</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 Agricultural and Chemical Development

3. MINOR SUBDIVISION

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

5. TEL. EXT.
FTS
854-3351

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 1 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 12/27/78	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><u>Research Notebooks</u>. These records have been created by OACD scientists and technicians since January 1, 1934, and encompass 700 cubic feet. They contain data accumulated on a day-to-day basis that reflect when a theory, device, or process was first conceived, developed, or put into practice. Methods, procedures, observations, sketches, progress, and final results are also shown. <i>(Arr. numerically by page #)</i></p> <p><i>15 ca. Pt/yr.</i></p> <p>The records have potential reference value for future scientific research, establish TVA's patent and invention rights, and reflect TVA's research and development activities in the chemical and fertilizer development program.</p> <p>a. Original notebooks--Destroy in agency when no longer needed for administrative or research purposes. NOT AUTHORIZED FOR TRANSFER TO A FEDERAL RECORDS CENTER. <u>Note:</u> When these records are no longer needed in the agency, TVA may donate them to a university or other research institution, provided such donation is in accordance with 41 CFR 101-11.408-3.</p> <p>b. Duplicate copies of notebooks--Destroy in agency upon completion of related project.</p> <p><i>NOTE: OACD should schedule monthly progress assemblies, annual reports, + final technical reports as soon as possible.</i></p>	<i>pre-printed</i>	

115-107

to agency, 4NC, 4NCN (thru NNBR), 2/13/79
MG 2-15-79

STANDARD FORM 115
 Revised April, 1975
 Prescribed by General Services Administration
 FPMR (41 CFR) 101-11.4