

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

NY 22 May 81/1981

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 (OACD)

3. MINOR SUBDIVISION
Division of Chemical Development

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

5. TEL EXT
FTS 857-3351

LEAVE BLANK

JOB NO
NCI-142-81-13

DATE RECEIVED
May 22, 1981

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

6-16-81
Date

[Signature]
Archivist of the United States

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 4/21/81	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>Procurement Records</u></p> <p>This record series falls into two categories: (1) Major Purchases for TVA chemical plant facilities design, construction, or modification, and (2) Minor Purchases for miscellaneous building materials, tools, small equipment, and office, reprographic shop, laboratory, and pilot-plant supplies and equipment, and includes contracts, requisitions, specifications, bids, purchase requests, inspection reports, test reports, delivery requests, receiving reports, receiving summaries, manufacturers' drawing records, correspondence, and similar other procurement supporting data.</p> <p>A. <u>Major Purchases:</u></p> <p>TVA chemical plant facilities design, construction, or modification of purchases. They are unique in nature as they represent facilities designed, constructed and used to carry out TVA's fertilizer technology development and demonstration program responsibilities. This information is needed when equipment breaks down, is modified, or moved to another location to be used for new fertilizer process</p>	NCI-142-80-12	<i>2 items</i>

*to agency, 4NCR - 6/22/81 NO COPY TO 4NC
Closed Out: 6-22-81: K.T.D.*

Request for Records Disposition Authority - Continuation

JOB NO

PAGE OF
2 2

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>development. It is essential that these records be available for reference when this occurs.</p> <p><u>Disposition:</u></p> <p>Destroy in agency 3 FYs after facility is sold or otherwise disposed of.</p> <p>B. <u>Minor Purchases:</u></p> <p>Building materials, tools, small equipment, and office, reprographic shop, laboratory, and pilot-plant supplies and equipment.</p> <p>They are repetitive in nature as they are for day-to-day small purchases of equipment and supplies for laboratory, pilot plant, office, and reprographic shop operations; minor plant modifications or replacement parts; chemicals; and for bulk purchase of construction materials (steel, pipe, fittings, cable, etc.).</p> <p><u>Disposition:</u></p> <p>Destroy ^{in agency} 3 FY after notice of work order completion is received or 3 FY after receipt of material.</p> <p style="text-align: right;">RTB 6/15/81</p>	<p>NCI-142-80-12, Item 1B</p>	