

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

*RCO 23 June 81*

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 Management Services

3. MINOR SUBDIVISION  
Division of Finance

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

5. TEL EXT  
FTS 857-3351

LEAVE BLANK	
JOB NO	
NCL-142-81-19	
DATE RECEIVED June 23, 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
7-23-81 Date	<i>[Signature]</i> 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 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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
5/4/81	<i>Ronald E. Brewer</i>	Assistant TVA Archivist

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p><u>Correspondence on missing U. S. Savings Bonds</u></p> <p>After a claim of loss has been filed on a missing U. S. Savings Bond, a request for an investigation by the Federal Reserve Bank is made by the TVA Treasury Branch.</p> <p>During the investigations, various correspondence accumulates in the Treasury Branch. This correspondence is to and from the TVA Treasury Branch, the U. S. Department of Treasury, the Federal Reserve Bank and the employee who is filing the claim.</p> <p>The records are kept for administrative reference and have an accumulation of approximately 15 to 20 cu. ft. since 1933. They are stored at the Treasury Branch and are filed chronologically by year, then alphabetically by subject and/or employee name.</p> <p><u>Disposition</u></p> <p>Destroy three calendar years after <del>file is complete</del> <i>close of investigation.</i></p>		<i>item</i>

*Closed Out: 7-27-81: R.P.J.  
Copy to Agency & 4NCL*