

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

24 Aug 81/14

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 the General Manager

3. MINOR SUBDIVISION

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

5. TEL EXT  
FTS 857-3351

LEAVE BLANK

JOB NO.

NC 1-142-81-23

DATE RECEIVED  
August 25, 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 "disposal not approved" in column 10.

**SIGNATURE OF THE ARCHIVIST IS NOT REQUIRED FOR APPROVAL OF PERMANENT RETENTION OF RECORDS**

Date \_\_\_\_\_ 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 4 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
6/15/81	<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																														
1	<p><u>Records of the General Manager of TVA</u></p> <p>The Coordination Division was established October 6, 1933. Carl A. Bock served as Coordinator until January 1, 1934. John B. Blandford was appointed Coordinator at that time. In June 1937 the Coordination Division was changed to General Manager. A history of those who have served as General Manager of TVA is as follows:</p> <table border="1"> <thead> <tr> <th><u>General Manager</u></th> <th><u>Appointed</u></th> <th><u>Terminated</u></th> </tr> </thead> <tbody> <tr> <td>John B. Blandford (Acting General Manager 5-36)</td> <td>6-17-37</td> <td>9-29-39</td> </tr> <tr> <td>Gordon R. Clapp</td> <td>10-1-39</td> <td>11-1-46</td> </tr> <tr> <td>George F. Gant</td> <td>11-2-46</td> <td>3-30-51</td> </tr> <tr> <td>John Oliver</td> <td>9-23-51</td> <td>9-15-54</td> </tr> <tr> <td>A. J. Wagner</td> <td>9-16-54</td> <td>3-8-61</td> </tr> <tr> <td>L. J. Van Mol</td> <td>3-9-61</td> <td>3-1-70</td> </tr> <tr> <td>Lynn Seeber</td> <td>3-2-70</td> <td>5-17-78</td> </tr> <tr> <td>Leon Ring</td> <td>11-29-78</td> <td>6-26-79</td> </tr> <tr> <td>William F. Willis</td> <td>6-27-79</td> <td></td> </tr> </tbody> </table>	<u>General Manager</u>	<u>Appointed</u>	<u>Terminated</u>	John B. Blandford (Acting General Manager 5-36)	6-17-37	9-29-39	Gordon R. Clapp	10-1-39	11-1-46	George F. Gant	11-2-46	3-30-51	John Oliver	9-23-51	9-15-54	A. J. Wagner	9-16-54	3-8-61	L. J. Van Mol	3-9-61	3-1-70	Lynn Seeber	3-2-70	5-17-78	Leon Ring	11-29-78	6-26-79	William F. Willis	6-27-79			
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*to 4NCR & agency & NNB, 9/23/81*

*Closed Out: 10-6-81: R.T.D.*

*Copy to Agency, 4NCR & NNB*

*2 items*

## Request for Records Disposition Authority - Continuation

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	<p>In 1936 the TVA Central File was decentralized and the Administrative File was established on the TVA Decimal system to serve the General Manager's Office. Prior to the Central File microfilm project, the records series in the Central File relating to the General Manager's responsibilities were transferred to the Administrative File.</p> <p>In 1958 the file name was changed from Administrative File to General Manager's File. At that time the classification system was changed from the TVA Decimal system to the TVA Alpha-Numeric system. The old file was broken off through December 1957 and the new file begun effective January 1958. The 1933-1957 records series is stored in the Knoxville Records Staging Area.</p> <p>The General Manager is the principal TVA administrative officer. He serves as liaison between the Board and the offices and divisions in the handling of matters of Board concern, and is responsible for coordinating the execution of programs, policies, and decisions which the Board of Directors approves or adopts. He brings before the Board matters which require its consideration or approval, assists the Board in presenting the TVA budget to the Office of Management and Budget and to Congress; affirms to the Board the adequacy of staff coordination and contribution in matters presented for its consideration, including judgments relating to broad public consequences, social and economic effects, and planning and program direction; interprets the Board's instructions to the offices and divisions; originates or approves administrative controls to ensure integrated execution of the total TVA program; and reports to the Board on overall efficiency, effectiveness, and economy of TVA operations.</p> <p>The records contain information on administrative and program concerns such as:</p> <ul style="list-style-type: none"> <li>1. Federal laws and legislation; Legal Matters</li> <li>2. Finance and accounting</li> <li>3. Personnel</li> <li>4. Organization and administration of TVA</li> <li>5. Provision of services within TVA</li> <li>6. Procurement of supplies and equipment</li> <li>7. Transportation of persons, supplies and equipment and animals by land, by water and by air including rates and routings, agreements and schedules</li> </ul>		

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	<p>8. Acquisition and disposition of land, relocation of land owners, forestry and soil erosion, TVA buildings, TVA plants and systems, and reservations</p> <p>9. Medical care, health and prevention of disease, sanitation, veterinary sanitation, safety and first aid</p> <p>10. Waters and waterway development, including steams in the Tennessee River system, dams and damsites, navigation, flood and water control, and bridges</p> <p>11. Hydraulic and hydrographic, climatological, meteorological and geologic studies, measurements and data</p> <p>12. Recreational use of waters</p> <p>13. Social and economic problems in the Tennessee Valley area including population studies, family surveys; employment and unemployment statistics; regional planning; industrial planning; and training and education in trades, engineering, agriculture, and handicrafts</p> <p>14. Welfare and relief for the Valley including subsistence homesteads and child welfare</p> <p>15. Industries and industrial development including power program and policies of TVA, production of power, transmission and distribution of power, sale and consumption of power, power studies and surveys including water power, power costs and rates, and rural electrification</p> <p>16. Production, sale and distribution of fertilizer</p> <p>17. Correspondence with various Valley area cooperatives such as : Land O' the Sky Mutual Association, Inc., Southern Highlanders, Inc., etc.</p> <p>The files include:</p> <p>(1) letters from the Executive Branch, other Federal agencies, congressmen, outside companies and organizations, Tennessee Valley residents, and the general public;</p> <p>(2) Memoranda created within the corporation documenting administrative recommendations and decisions and various program operations and functions conducted within the organization.</p>		

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	<p>(3) Periodic progress reports made to the Executive Branch and other Federal agencies concerning all components of the Corporation; reports of special studies and projects being undertaken within the Corporation; and various informational reports received from other Federal agencies and outside companies.</p> <p>(4) Informational publications received from other Federal agencies, outside organizations and companies and publications developed and printed within TVA documenting various program operations.</p> <p>Because these records series reflect the activities and responsibilities of the principal TVA administrative office, we request approval of the following disposition:</p> <p>A. Administrative File, 1933 to 1957 Arranged by subject according to TVA Decimal system. 391 cu. ft.</p> <p><u>Permanent.</u> Offer to GSA/NARS, <del>Archives Branch</del>, immediately <sup>upon approval of WLS SF-115</sup> with a copy of related retrieval system.</p> <p>B. General Manager's File, 1958-to present and continuing. Arranged by subject according to TVA Alpha-Numeric system. 420 cu. ft.</p> <p><u>Permanent.</u> Transfer to Knoxville Records Staging Area within one year after file break. Offer to GSA/NARS, <del>Archives Branch</del>, 30 years from date of file break with a copy of related retrieval system.</p>		