

6 out 814

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

| | |
|---|--|
| LEAVE BLANK | |
| JOB NO | |
| NCI-142-82-1 | |
| DATE RECEIVED | |
| October 6, 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10 | |
| 4-16-82 Date | <i>[Signature]</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 (OACD)

3. MINOR SUBDIVISION

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

5. TEL EXT
FTS 857-3351

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 6 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 |
|---------|---------------------------------------|-------------------------|
| 4/21/81 | <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>Agricultural, Chemical, and Fertilizer Research and Development Technical Reports and Publications</u></p> <p>This records series pertains to a major program that has been ongoing in TVA since the agency was created by an act of Congress and the President in 1933. These reports document TVA's chemical, fertilizer, and agricultural research and development program.</p> <p>They contain information related to research and development of new and improved fertilizers and processes for their manufacture; testing and demonstrating methods of chemical and organic fertilizer use as an aid to soil and water conservation; preservation and enhancement of the Valley's agricultural resources; demonstration of new and improved agricultural methods; and for readjustment of agricultural areas affected by TVA operations. They also pertain to the operation and maintenance of facilities that serve as a national laboratory for research and development in chemistry and chemical engineering related to fertilizers and munitions essential to national defense.</p> <p>G Series, M Series, and periodic Activity and Progress Reports are inconclusive and not related to the public without clearance of issuing office.</p> | | |

29
25 items

115-107

to agency - 4/19/82
to NNI, YNCN, NNB - 4/19/82
no copy to FCC needed
Closed Out: 4-21-82: R.E.B.

Request for Records Disposition Authority - Continuation

JOB NO

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2 **6**

| 7. ITEM NO. | 8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) | 9. SAMPLE OR JOB NO | 10. ACTION TAKEN |
|--|--|------------------------------|---------------------|
| | <p>All other data from OACD experimental work are intended for public use and are distributed to the public upon request. Published data is available to the public in TVA's Technical Library, Muscle Shoals, Alabama.</p> <p>The reports created are:</p> <ul style="list-style-type: none"> A OACD Progress and Activity Reports, all office, 1933 to date; Fertilizer Abstracts, 1968 to date: <i>and</i> OACD Reports Series as follows: <ul style="list-style-type: none"> A Published Technical Articles, ND - 1969 (See Series X for articles after 1969) B Chemical Engineering Bulletins, 1952 - 1957 C Chemical Engineering Reports, 1942 - 1954 G Greenhouse Reports, 1940 to date M Monthly Assemblies of Division of Chemical Development Branch Progress Reports, 1947 to date • R Formal Technical Reports, 1934 to date • S Informal Technical Reports, 1934 - 1974 (See Series Y and Z for reports after 1974) T Preliminary Reports of Plant Test and Development, 1934 - 1942 W Plant Chemical Control Reports, 1944 - 1968 X Published Technical Articles, 1970 to date Y Bulletins, 1970 to date Z Circulators, 1970 to date <p>Accumulation is approximately 30 cubic feet since 1934. These reports are filed by type of report then by assigned number. An index has been developed to these reports. It is broken down by subject, author and series.</p> | | |
| <p>A.</p> <p><i>per HNCN</i></p> <p><i>per NAHP 12/29/81</i></p> <p><i>per HNCN</i></p> | <p>Disposition: <i>Record Set, all items listed above</i></p> <p>(1) Activity and Progress Reports for all OACD Offices - OACD Administrative Files - Permanent. Offer to NARS when program is discontinued. <i>Arr. by office, thereunder by date. ca. 2"/yr.</i></p> <p>(2) Fertilizer Abstracts - OACD International Fertilizer Section, Fertilizer Abstract Unit - Permanent. Offer to NARS when program is discontinued. <i>Destroy in agency when no longer needed for reference.</i></p> <p>(3) Monthly Assembly Reports 'M Series' - Division of Chemical Development, Administrative Services Section - Permanent. Offer to NARS when program is discontinued. <i>Arr. by report #. ca. 1 item per year - negligible.</i></p> <p>(4) All Other Reports and Publications - Muscle Shoals Technical Library - Permanent. Offer to NARS when program is discontinued. <i>see following p: 2a & 2b</i></p> | <p><i>RTB DB 1/13/82</i></p> | |

-2a-

A. (continued)

4. All other reports and Publications - Muscle Shoals Technical Library : Arr. by series, thereunder by title. Ca. 1" per year, each series.

^{per NNHP} (a) Series A - Published Technical Articles -
Destroy in agency when no longer needed for reference.

^{per NNHP} (b) Series B - Chemical Engineering Bulletins -
Permanent. Offer to NARS when no longer needed for reference.

^{per NNHP} (c) Series C - Chemical Engineering Reports -
Permanent. Offer to NARS when no longer needed for reference.

^{per UNCN} d) Series G - Greenhouse Reports - Permanent. Offer to NARS when program is discontinued.

e) Series M - Monthly Assemblies - (see Item 1A(3) of this job)

^{per UNCN} f) Series R - Formal Technical Reports - Permanent. Offer to NARS when program is discontinued.

^{per UNCN} g) Series S - Informal Technical Reports - Permanent. Offer to NARS when program is discontinued.

^{per UNCN} h) Series T - Preliminary Reports of Plant Test + Development - Permanent. Offer to NARS when program is discontinued.

^{per UNCN} j) Series W - Plant Chemical Control Reports - Permanent. Offer to NARS when program is discontinued.

^{per NNHP} k) Series X - Published Technical Articles -
Destroy in agency when no longer needed for reference.

^{per UNCN} l) Series Y - Bulletins - Permanent. Offer to NARS when program is discontinued.

- 2b -

m) Series Z - Circulators

1 Publications and reports printed and/or distributed by GPO prior to 1980 -

per
NWHP

Permanent. Offer to NARS when no longer needed for reference.

2 Publications and Reports printed and/or distributed ^{by GPO} from 1980 on, AND duplicates of all publications in this series.

per
NWHP

Destroy in agency when no longer needed for reference.

3 Publications and printed reports produced by TVA but not printed or distributed by GPO.

per
NWHP

Permanent. Offer to NARS when no longer needed for reference.

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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 |
|---------------|---|---------------------------|---------------------|
| | <p>B. Duplicate Set, R,S, and M Series ONLY-- Arr. by series, thereafter by title. PERMANENT. Offer to NARS at end of each FY. $\frac{1}{2}$ cu ft/yr.</p> <p>(NOTE: Film copies, duplicate set, of R,S, and M reports for 1933-1972 have been offered to NARS, together with hard copy, duplicate set, R,S and M reports, for 1972 to 1981. This SF 115 covers hard copy, duplicate set, for 1982 and on.) see following page</p> <p>C. Other duplicate sets:</p> <ul style="list-style-type: none"> (1) Series A -- Destroy in agency when no longer needed. (2) Series B-- Destroy in agency when no longer needed. (3) Series C-- Destroy in agency when no longer needed (4) Series G-- (5) Series T-- (6) Series W-- <p style="margin-left: 150px;">} Destroy in agency when no longer needed.</p> <ul style="list-style-type: none"> (7) Series X -- Destroy in agency when no longer needed (8) Series Y-- see item 1A(4)(L) of this schedule. | | |

(continued from p. 3) -

B. Duplicate set, R, S, and M series ONLY

(1) film copies, all R, S, M reports (including agriculture reports), 1933-72 --

^{per 4NCR} PERMANENT. Offer to NARS (Atlanta) upon approval of this SF-115.

(2) hard copies, R and S, 1972-81 --

Permanent. Offer to NARS (Atlanta) upon approval of this SF-115.

(3) hard copies, M series, 1972-4 --

Permanent. Offer to NARS (Atlanta) upon approval of this SF-115.

(4) hard copy, M series, 1975 - --

Permanent. Offer to NARS (Atlanta) when 8 years old. [NO restrictions]

(5) hard copy, R and S, 1982 - --

Permanent. Offer to NARS (4NCR) when 1 year old.

[hard copy of 1933-72 reports destroyed at unknown time in the past; 1972- reports have not been filmed]