

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

-24 Mar 82-14

LEAVE BLANK	
JOB NO NCI-142-82-10	
DATE RECEIVED MARCH 29, 1982	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
4-14-82 Date	<i>Robert K. Wenz</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 Power

3. MINOR SUBDIVISION
Management Services Staff

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

5. TEL EXT
FTS 858-2520

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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
3/15/82	<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>Quality Assurance Records on Procurement of Spare Parts for Equipment at Nuclear Generating Plants</u></p> <p>Quality Assurance Records on Procurement of Spare Parts for equipment at Nuclear Generating Plants furnish documentary evidence of the quality of items and of activities affecting quality of the Critical Systems, Structures, and Components (CSSC). The guidelines for the maintenance and control of these records are set forth in TVA's Office of Power, Administration Instruction VI, Records. These guidelines implement the requirements of TVA Operational Quality Assurance Manual (OQAM) Part III, Section 4.1 and ANSI N45.2.9-1974 with exceptions listed in the TVA Topical Report, TVA-TR75-1.</p> <p>Due to the cost of fire related equipment, space limitations, and the need for quick accessibility, these records are stored on 16 mm roll microfilm with a computerized index. Random filming is done periodically when enough documents are received to fill a roll of film. Filming will meet industry requirements as set forth in NMA MS 110-1074 (National Micrographics Association - Operational Procedures for the Production of Microforms).</p>		

*copy to agency 4/15/82
to TVCN 4/15/82*

6 items

*No copy to FRC
Closed Out: 4-26-82: [Signature]*

Request for Records Disposition Authority - Continuation

JOB NO

PAGE OF

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1	<p>Records that have been stamped ILLEGIBLE and have been microfilmed are inspected on the microfilm to determine if the microfilm is of equal quality as the hard copy. If it is not, the hard copy will be maintained as record copy.</p> <p>Indexing of the data is done on a daily basis into a computer system designed for Power Stores via a CRT terminal. Information indexed are the ARMS control number, the microrole number or file locator, a subject generated from the title of the document, and any applicable reference and/or contract numbers. Record indices are backed up daily with computer output microfiche (COM) being generated weekly and a cumulative index being generated quarterly for system backup in the event of loss of computer data base.</p> <p>These records have significant value in maintaining, reworking, repairing, replacing, or modifying CSSC items as defined in ANSI N45.2.9.2.2 and are essential when reordering equipment and answering inquiries from vendors and TVA personnel. Since these records are randomly filmed on roll microfilm, the following disposition is requested:</p> <p><u>Disposition</u></p> <p>A. <u>Paper Copies</u></p> <p>(1) Paper copies of microfilmed records - Destroy in Agency after microfilm is verified.</p> <p>(2) Paper copies as record copies - Destroy in Agency when nuclear plant is retired.</p> <p>B. <u>Microfilm</u></p> <p>(1) Silver originals - Destroy in Agency when nuclear plant is retired.</p> <p>(2) Duplicate copies - Destroy in Agency when no longer needed for reference.</p> <p>C. <u>Computerized Index (Cumulative)</u> Destroy when nuclear plant is retired.</p> <p>D. <u>Computer Output Microfiche Index and other Computer Printed Indices</u> Destroy in Agency when superseded.</p>	<p>NC1-142-77-3, Item 1</p> <p><i>new item</i></p> <p>NC1-142-77-3, Item 1</p> <p><i>new item</i></p> <p><i>new item</i></p> <p><i>new item</i></p>	<p>1</p>