

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

8/18/82

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
Division of Nuclear Power

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

5. TEL EXT
FTS 858-2520

LEAVE BLANK	
JOB NO <i>NCI-142-82-19</i>	
DATE RECEIVED <i>July 8, 1982</i>	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<i>15 AUG 1982</i> 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 3 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 <i>7/1/82</i>	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
	<p>Training Program Records</p> <p>This record series consists of the official training program records of employees who have successfully or unsuccessfully completed training programs in the Division of Nuclear Power. It also includes the division training records of former employees of the Division of Nuclear Power who were either terminated or transferred to another division within TVA.</p> <p>Records included in this series are correspondence, examinations and examination results, and computer printouts documenting step advancement and training hours completed. These records document the qualifications, experience, training, and retraining of TVA's current and past nuclear plant staff members and are classified as quality assurance records as defined by ANSI N45.2.9-1974.</p> <p><i>Ordered out 8-18-82 icm</i> <i>Copies to 4NCR Agency</i></p>		<i>5 items</i>

115-107

to agency, 8/18/82, by RTB
to 4NCR 8/18/82

no copy to FRC - MIC sheet Not Required

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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>Training programs in the Division of Nuclear Power include programs such as:</p> <ul style="list-style-type: none"> Nuclear Student Generating Plant Operator Senior Instrument Mechanic Operator Training Program--Unit Operator <ul style="list-style-type: none"> --Assistant Unit Operator --Assistant Shift Engineer --Shift Engineer Engineer Training Radiochemical License Training Laboratory Analyst Training Radio Chemistry Specialty Training Administrative Officer Training <p>Also included are apprenticeship training programs such as:</p> <ul style="list-style-type: none"> Asbestos Worker Improver Boilermaker Electrician Instrument Mechanic Machinist Painter Sheet Metal Worker Steamfitter <p>The records are <u>indexed by employee's name</u>, social security number, and by dates of training and are filmed on 16mm roll microfilm. Hard copy of any material which cannot be legibly microfilmed will be retained as record copy (to date there are approximately 17.6 cubic feet of paper as record copy). New procedures in the training programs will substantially reduce the amount of paper copy which cannot be legibly microfilmed.</p> <p>Because these records have significant value in demonstrating the capability for safe operation of the nuclear plants and have value in determining operator qualifications when human error is involved in an accident or malfunction at the nuclear plants, the following retentions are necessary for administrative and possibly litigative purposes.</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>		

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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>2. Paper copies as record copies: Destroy in Agency when nuclear program is discontinued.</p> <p>B. <u>Microfilm</u></p> <p>1. Record Copies: Destroy in Agency when nuclear program is discontinued.</p> <p>2. All other Copies: Destroy in Agency when no longer needed for reference.</p> <p>C. <u>Cumulative Index</u>: Destroy in Agency when nuclear program is discontinued.</p>		