

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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 Operations Support

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

5. TEL. EXT.
FTS 858-2520

LEAVE BLANK
JOB NO <i>NCL-142-83-13</i>
DATE RECEIVED <i>2-22-83</i>
NOTIFICATION TO AGENCY
<small>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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.</small>
<i>Withdrawn, 3/2/83</i> <small>Date Archivist of the United States</small>

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 2-18-83	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 align="center"><u>MATERIALS MANAGEMENT SYSTEM (MAMS) DOCUMENTATION</u></p> <p>In March 1979, the staff that developed the Materials Management System (MAMS) was administratively moved to the newly established Division of Management Systems where it became the Materials Management Services Branch (MAMS). Effective October 1, 1981, MAMS was organizationally reassigned from the Division of Management Systems to the Office of Power where it became the Materials Management Services Staff (MAMS).</p> <p>The long range goal of MAMS is to achieve and maintain an integrated approach to material management that will result in economics from both lower stock levels and from increased efficiency in procurement and materials-related activities, while maintaining the level of service necessary to support construction, power plant and transmission system operations, and other activities in the Office of Power.</p>		<i>9 items</i>

115-107 closed 9/10/83

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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>This authorization covers only the machine-readable documentation of MAMS because of the need to microfilm certain documentation. <u>The machine-readable data bases will be scheduled in the near future.</u></p> <p>o <u>PROGRAM SPECIFICATIONS:</u></p> <p>This material consists of specifications for the software and includes general index narrative, system flowchart, schedule reports, design points, project change authorizations, structure diagrams and function control graphs and narratives. This material is audited annually by internal and external auditors. This group of records has an accumulation of 47 cubic feet and is arranged by subsystems. It must be available for ready reference by the programmer and a backup copy must be maintained. Filming will be done on an annual basis at the end of the calendar year. Only new programs and major changes will be filmed.</p> <p><u>DISPOSITION:</u></p> <p>A. Paper copy - Destroy in agency when superseded or when system is discontinued.</p> <p>B. Microfiche - Retain with related data file.</p> <p>o <u>TEST DOCUMENTATION:</u></p> <p>This material consists of cycle test results, criteria and conditions for the system. This records group consists of historical test documentation for the program and is needed for ready reference by the programmer and MAMS personnel. Material is arranged by subsystem and has an accumulation of 42 cubic feet. This material will be microfiched. Also included are test runs on computer printouts, with an accumulation of 30 cubic feet, which will be microfilmed on roll film.</p>		<p><i>withdrawn, 3/2/83</i></p>
2	<p><u>DISPOSITION:</u></p> <p>A. Paper copy - Destroy in agency when superseded or when system is discontinued.</p> <p>B. Computer printouts - Destroy in agency when microfilm is verified.</p>		<p><i>withdrawn, 3/2/83</i></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>C. Microfiche - Retain with related data file.</p> <p>D. Microfilm - Retain with related data file.</p> <p>o <u>DETAIL DESIGN: (File Specifications)</u></p> <p>This material includes System Recommendation Memorandums (2.5 cubic feet) which gives an overview design of each subsystem (Accounts Payable, Classification Engineering, Plant Accounting, Power Stores Inventory and Procurement) and Technical Services which provides utility programs and technical assistance to the other subsystems. The detail design material includes pre-MAMS program summaries, interview notes, source documents, manpower estimates and training material, and has an accumulation of 11.5 cubic feet.</p>	}	<p><i>withdrawn, 3/2/83</i></p>
3	<p><u>DISPOSITION:</u></p> <p>A. Paper copy - Destroy in agency when superseded or when system is discontinued.</p> <p>B. Microfiche - Retain with related data file.</p> <p>o <u>ADMINISTRATIVE PROCEDURE MANUALS:</u></p> <p>This material consists of a series of manuals which define the functions, operational requirements, information content and capabilities of the system. The manuals are designed to provide a tool for management control over the operations of the MAMS subsystems; assist in the training of TVA personnel not familiar with the MAMS system; and to provide a reference for infrequently used or revised operating procedures. The manuals are used daily by MAMS users and internal personnel. This material is arranged by subsystems and has an accumulation of 1.5 cubic feet.</p>		
4	<p><u>DISPOSITION:</u> Retain with Data Systems Specifications.</p>		<p><i>withdrawn, 3/2/83</i></p>