

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 the General Manager

3. MINOR SUBDIVISION
Division of Personnel

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

5. TEL. EXT.
FTS 858-2520

LEAVE BLANK	
JOB NO.	NC1-142-84-4
DATE RECEIVED	12-20-83
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in Column 10.	
Date	<i>Robert W. Nair</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 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 10/5/83	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>Personal Services and Consultant Contracts</u></p> <p>TVA uses personal services contracts to obtain temporary, part-time, or specialized services when no TVA employee is available or has the expertise to do the work, or when it would be impractical to utilize regular appointment procedures because of the nature, location, or duration of the work. TVA may contract for personal services with individuals or with organizations such as companies, partnerships, institutions, firms, or agencies for the use of one or more of their employees.</p> <p>This records series contains information such as transmittal memorandums; TVA 9857, Information About Status as a Retired Member of the Uniformed Services; TVA 5344, Security Affidavit for Consultants and Personal Service Contractors; service reports; copies of contracts and supplements; and other documentation and related correspondence, depending on type of contract.</p> <p>Contracts with individuals may involve either an employee-employer relationship or no employer-employee relationship, depending on the circumstances. TVA contracts for the services of consultants to provide independent advice on</p>		<i>3 items</i>

W 115-107
copy to agency, by RTB, 1/31/84
copy to 4KRA + 6 KPC - 2/3/84 - sent 2-13-84 by DML
no MDC sheet needed

Request for Records Disposition Authority - Continuation

JOB NO.

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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>technical and professional matters. Such contracts involve no employer-employee relationship.</p> <p>This record series is maintained as a personnel record and as an aid in determining creditable service time for contractors having an employer-employee relationship. The record copies of all disbursement contracts are maintained in the Division of Finance, Auditing Branch, and are scheduled under authorization NN-163-141, Item 1.</p> <p>Disposition:</p> <p>A. <u>Contracts with no Employer-Employee Relationship</u></p> <p>Destroy in agency 6 years after expiration of contract.</p> <p>B. <u>Contracts with Employer-Employee Relationship</u></p> <p>(1) <u>If contractor becomes an employee</u> - Transfer to Personnel Microrecords Unit and film as part of PHR. Destroy when microfilm is verified.</p> <p>(2) <u>All other contracts</u> - Transfer to NPRC, St. Louis, 6 years after expiration of contract. NPRC will destroy 75 years after birthdate of contractor. 60 date of contract.</p> <p style="text-align: right;">RTB DB 11/9/83</p>		