

# NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

## **Schedule Number: N1-142-89-005**

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 07/28/2022

### **ACTIVE ITEMS**

These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

Items 1.C and 2.C remain active

### **SUPERSEDED AND OBSOLETE ITEMS**

The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

Item 1.A was superseded by N1-142-10-001, item 5d

Item 2.A was superseded by N1-142-10-001, item 5d

# NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

# REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

N1-142-89-5

DATE RECEIVED

12-16-88

TO: GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (Agency or establishment)

Tennessee Valley Authority

2. MAJOR SUBDIVISION

Inspector General

3. MINOR SUBDIVISION

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

4. NAME OF PERSON WITH WHOM TO CONFER

Ronald E. Brewer

5. TELEPHONE EXT.

615/751-2520

DATE

1/27/90

ARCHIVIST OF THE UNITED STATES

*[Signature]*

5. 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 \_\_\_\_\_ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: ☐ is attached; or ☒ is unnecessary.

B. DATE

12/8/88

C. SIGNATURE OF AGENCY REPRESENTATIVE

*Ronald E. Brewer*

D. TITLE

Assistant TVA Archivist

7.  
ITEM  
NO.

8. DESCRIPTION OF ITEM  
(With Inclusive Dates or Retention Periods)

9. GRS OR  
SUPERSEDED  
JOB  
CITATION

10. ACTION  
TAKEN  
(NARS USE  
ONLY)

See attached descriptions of two items that will become part of the Comprehensive Records Schedule for the Inspector General:

1. Policy Files
2. Semiannual Report to Congress Files

## 1. POLICY FILES

Records which define and document the policies required for directing, controlling, and carrying out the operations of the Inspector General's (IG) office. Also includes records on planning and developing the IG policies and directives. Consists of manuals, handbooks, directives, and any working papers. The approximate accumulation to date of the record copy of the policy files is 1 cubic foot. Since these files are considered complete, they will be revised as needed, but very little additional accumulation is expected.

### DISPOSITION

#### A. One record copy of each item.

Permanent. Cut off when superseded or obsolete. Transfer to the National Archives in 10 year blocks when 10 years old.

#### ~~B. All other copies~~

~~Destroy when no longer needed.~~

#### C. Working papers and background information

Destroy when no longer needed.

## 2. SEMIANNUAL REPORT TO CONGRESS FILES

Reports prepared and submitted to Congress and their working papers. The reports summarize the activities of the IG for the six-month periods ending March 31 and September 30. The approximate accumulation to date of the record copy is less than one-half cubic foot. Estimated annual accumulation is less than one-half cubic foot.

### DISPOSITION

#### A. Record copy of report

Permanent. Cut off upon transmission to Congress. Transfer to the National Archives in 10-year blocks when 10 years old.

#### ~~B. Other copies of the report~~

~~Destroy when no longer needed.~~

#### C. Working papers

Destroy when no longer needed.