

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-142-90-016

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

All permanent records in this schedule were accessioned by NARA. See National Archives Identifiers 7330308, 855560, 41088871, and 41088874.

All temporary records are presumed destroyed at the agency.

Crosswalk for N1-142-10-001 stated that any lingering records at the agency are covered by N1-142-10-001, item 17d2.

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO.

N1-142-90-16

DATE RECEIVED

6/4/90

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

1. FROM (Agency or establishment)

Tennessee Valley Authority

2. MAJOR SUBDIVISION

Resource Development

3. MINOR SUBDIVISION

River Basin Operations

4. NAME OF PERSON WITH WHOM TO CONFER

Ronald E. Brewer

5. TELEPHONE EXT.

615-751-2520

DATE

4-30-93

ARCHIVIST OF THE UNITED STATES

Acting
Grady Huskamp Peterson

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 _____ 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.

8. DATE

C. SIGNATURE OF AGENCY REPRESENTATIVE

D. TITLE

5/29/90

Ronald E. Brewer

TVA Archivist

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

9. GRS OR
SUPERSEDED
JOB
CITATION

10. ACTION
TAKEN
(NARS USE
ONLY)

1

Correspondence File for Flood Protection (1933-88)

Copies sent to agency, NSR, 4NS, N1A 5/12/93

2/8/93

1. FLOOD PROTECTION CORRESPONDENCE FILE (1933-88)

This correspondence file relates to TVA's Flood Protection activities and the administration of TVA's flood damage abatement program. The file contains program and procedure and administrative and housekeeping records. The program records contain correspondence directly related to Flood Protection's delegated program responsibilities, including policies and procedures. The administrative and housekeeping records contain information on minor routine functions not essential to the execution of program responsibilities and information routed for informational purposes.

This series contains two segments: (1) the correspondence for the Flood Hazard Analysis Branch and its predecessor organizations for the period 1933-84 and (2) the correspondence for Flood Protection Branch, which is the combined file for the former Flood Hazard Analysis Branch and Flood Plain Management Branch for the period 1984-88. A related segment, the Flood Plain Management Branch official file for the period 1953-84, was scheduled as permanent under NARA Job No. NC1-142-85-5, Item 14. A new combined official file operated for Flood Protection Branch from 1984-88. The volume of the Flood Hazard Analysis Branch correspondence file (1933-84) is approximately 45 cubic feet, and the volume of the Flood Protection Branch (1984-88) correspondence file is approximately 22.5 cubic feet.

Contained in the correspondence file are publications and articles on Flood Damage Prevention, dated in the 1960's and 1970's, collected mainly from outside TVA by the Local Flood Relations Staff. TVA was pioneering the "Floodway" concept, and professional engineers and academia were expressing their views on the subject. The volume of one set of these reports is approximately .5 cubic feet.

The Flood Hazard Analysis Branch correspondence files dated 1933 through the mid-1950's were microfiched, but the hard copy was not destroyed. The Local Flood Relations Staff also microfiched the budget and payroll sections of their general correspondence files for the period 1972-74. However, they destroyed the hard copy of what they microfiched, and the file folders for the records that were filmed were returned to the file. Each folder contains any paper records that would not produce a readable film and the envelope containing the microfiche. The records were filmed in accordance with the regulations specified in 36 CFR part 1228.

At the time of the merger of the Flood Plain Management Branch and the Flood Hazard Analysis Branch in 1984, the Flood Plain Management Community Project File was merged with the Community Project File of Flood Hazard Analysis Branch (see Item 2). However, the general correspondence file for Flood Plain Management Branch was not merged.

1. FLOOD PROTECTION CORRESPONDENCE FILE (1933-88) (continued)

Shown below is a history of the two branches that were combined in 1984 into Flood Protection Branch.

FLOOD HAZARD ANALYSIS BRANCH

Flood Control Branch
Water Control Planning Dept.
1933 - February 1945

Flood Control and Drainage Div.
Water Control Planning Dept.
February 1947

Flood Control and Drainage Branch
Div. of Water Control Planning
Office of Chief Engineer
February 1948 - 1950

Flood Control Branch
Div. of Water Control Planning
Ofc. of Engineering (July 1, 1951)
1951 - September 30, 1974

Flood Hazard Analysis Branch
Div. of Water Management
Ofc. of Economic & Community Development
November 1979 - April 1984

Flood Protection Branch
Div. of Water Management (1984-86)
Div. of Air & Water Resources (1986)
Ofc. of Natural Resources &
Economic Development
April 1984 - September 1988

Flood Protection
Water Resources
River Basin Operations
Resource Group
September 1988 - Present

FLOOD PLAIN MANAGEMENT BRANCH

Local Flood Relations Branch
Div. of Navigation & Local
Flood Relations
Office of General Manager
October 1953 - Sept. 1963
Ofc. of Engineering (2/60)

Local Flood Relations Staff
Div. of Water Control Planning
September 1963 - October 1972

Local Flood Relations Staff
Project Planning Branch
Div. of Water Control Planning
October 1973 - November 1974

Flood Plain Mgmt. Svs. Section
Flood Control Branch
Div. of Water Management
June 1976 - March 1979

Flood Plain Management Services
Division of Community Services
Ofc. of Community Development
March 1979

Flood Plain Management Branch
Div. of Community Services
Ofc. of Community Development
December 1980

Flood Plain Management Branch
Div. of Community Development
Ofc. of Economic & Community
Development
April 1981 - March 1984

Flood Plain Management Program
Flood Protection Branch
Div. of Air & Water Resources
Ofc. of Natural Resources &
Economic Development
April 1984 - September 1988

Flood Plain Management Unit
Flood Protection
Water Resources
River Basin Operations
Resource Group
September 1988 - Present

1. FLOOD PROTECTION CORRESPONDENCE FILE (1933-88) (continued)

There may be some duplication of these branch files in the division- or office-level files, but the majority of the correspondence is not located elsewhere. The Flood Protection Branch file was broken in 1988 when the Office of Natural Resources and Economic Development's programs became part of the Resource Development organization. Effective with this October 1, 1988 reorganization, Flood Protection's correspondence file was integrated with the new official file for Water Resources. The Water Resources file will be scheduled at a later date.

Flood Protection makes studies to develop flood hazard information needed in planning for TVA's lands and facilities and to support TVA's flood damage abatement programs within the region. It carries out the necessary hydrologic and hydraulic analyses, prepares appropriate reports, and maintains the resulting Flood Information Management System (FIMS) data base (NARA Job No. N1-142-92-13). Such studies are conducted on request of TVA organizations and on a cooperative basis with other agencies.

Flood Protection provides technical assistance within TVA regarding compliance with Executive Order No. 11988, Flood Plain Management, and to communities in developing and implementing local flood damage reduction plans. It evaluates construction plans on the TVA reservoir system submitted by others for approval under Section 26a of the TVA Act and proposed TVA landright transfers to determine flood control or floodplain management concerns. In unusual situations where additional structural flood reduction measures may be desirable, Flood Protection identifies applicable measures, evaluates their flood reduction effectiveness, makes economic analysis, assembles environmental assessments, and prepares an appropriate report to serve as a basis for decisions on TVA actions.

DISPOSITION

A. Records related to the Flood Hazard Analysis Branch and its predecessor organizations (1933-84) - approximately 45 cubic feet

1. Paper program correspondence of Flood Hazard Analysis Branch that has not been microfilmed (1933 through 9-1-84)

PERMANENT. Transfer to the FRC upon approval of this schedule. Transfer to NARA 10 years after the file break (1998).

2. Paper program correspondence for Flood Hazard Analysis Branch that has been microfiche (1933 through mid-1950s)

Destroy all paper records that have been microfiche upon approval of this schedule.

3. Microfiche of Flood Hazard Analysis Branch records dated 1933 through mid-1950s

PERMANENT. Transfer 1 silver positive and 1 diazo copy of all microfiche to the FRC upon approval of this schedule. Transfer to NARA 10 years after the file break (1998).

1. FLOOD PROTECTION CORRESPONDENCE FILE (1933-88) (continued)

DISPOSITION (continued)

- B. Correspondence File for Flood Plain Management Branch and its predecessor organizations (1953-84) - approximately 41 cubic feet

PERMANENT. Transfer to the FRC upon approval of this schedule. Transfer to NARA in 1994.

(NC1-142-85-5, Item 14)

- C. Correspondence file for Flood Protection Branch (1984-88) - approximately 22.5 cubic feet

PERMANENT. Transfer to FRC upon approval of schedule. Transfer to NARA in 1998.

- D. Publications and articles on Flood Damage Prevention

1. Record set (.5 cubic feet)

PERMANENT. Transfer to NARA upon approval of this schedule.

2. All other copies of publications and articles on Flood Damage Prevention

Destroy when no longer needed for reference, not to exceed the end of the Flood Protection Program.

- E. Records lacking archival value as determined during archival processing.

Destroy immediately.

- F. Short-Term Housekeeping and Administrative Records from all files covered in this schedule

Destroy when no longer needed for administrative purposes, not to exceed 2 years after the 1988 file break.

(GRS 23, Item 1)

2. FLOOD PROTECTION PROJECT FILE BY COMMUNITIES

This series contains a project file relating to TVA's flood protection activities in various communities in the area served by TVA. Included in this file is information pulled together to assess and assist various Valley communities with their flood protection problems. Examples, filed by community name, are copies of selected outside-TVA flood protection reports, photographs, clippings, and some project-related correspondence. The community project file records that were contained in the Flood Plain Management Branch files (NC1-142-85-5, Item 14) were combined with this project file in 1984-85 when Flood Plain Management Branch merged with Flood Hazard Analysis Branch to become Flood Protection Branch. The inclusive dates are 1933-88, and the approximate volume is 56 cubic feet.

Also included in this project file, filed separately, is a complete set of all published TVA reports related to the local community flood relations program filed by community name. These reports are divided into two types: (1) Local Flood Reports published by TVA reflecting TVA's evaluation of various community's flooding problems and recommended resolutions of the problems (5 cubic feet); and (2) reports published by those communities who chose to adopt TVA's recommendations showing the result of implementing the recommendations (these reports were compiled by TVA but published by each community, and the volume of these reports is 4 cubic feet).

Beginning in 1988, the Flood Protection Correspondence File was combined with the River Basin Operations (RBO) Correspondence File. The RBO correspondence file maintains a community file, but it contains only correspondence because of a change in program direction away from dealing directly with communities.

DISPOSITION

A. Project File by Community (1933-88)

PERMANENT. Transfer to the FRC upon approval of this schedule.
Transfer to NARA in 1998.

B. Published Local Community Flood Relations Reports (those published by TVA and those compiled by TVA but published by the communities)

1. Record set (1955-88, 9 cubic feet)

PERMANENT. Transfer to NARA upon approval of this schedule.

2. All other copies of published Local Community Flood Relations reports

Destroy when no longer needed for reference, not to exceed the end of the Flood Protection program.

C. Records lacking archival value as determined during archival processing.

Destroy immediately.