

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0305-2024-0001

Status: APPROVED
Date Approved: 11/18/2025

General Information

Agency or Establishment	Bonneville Power Administration
Record/Scheduling Group	0305 - Records of the Bonneville Power Administration
Records Schedule Applies To	Agency-wide
Schedule Subject	Weather and Streamflow Records
Additional Schedule Information	Records of activities and BPA-approved records systems that track, forecast, model, aggregate, and report on weather and streamflow information. These data and documents support power generation forecasts, load forecasts, BPA-specific weather reporting, and records of decisions. The information is aggregated from National Oceanic and Atmospheric Administration weather station data, National Climatic Data Center historic data, U.S. Geological Survey streamflow data sets, and BPA stations and gages; it is used to provide daily operations and seasonal planning information.
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	No - the records covered by this schedule do not implicate Tribal interests

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Item Count

Total number of disposition items: 2

Number of Temporary disposition items: 1

Number of Permanent disposition items: 1

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

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Outline of Records Schedule Items for DAA-0305-2024-0001

Item #	Title	Disposition
0001	Weather and Streamflow Short Term Records	Temporary
0002	Historically Significant Weather and Streamflow Records	Permanent

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Records Schedule Items

DAA-0305-2024-0001-0001		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Weather and Streamflow Short Term Records		
Item Description	Data and documents recording weather and streamflow-related reports, analyses, forecasts, models, and supporting records having a short-term business purpose for reference or documentation after the records are closed.		
Is this item media neutral?	Yes		
Is this item a Big Bucket?	No		
MANUAL CITATION			
Manual Title	Bonneville Power Administration Comprehensive Records Disposition Schedule		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-305-07-001 / 22/B	No		
Is this item a deviation from the GRS?	No		
DISPOSITION INSTRUCTION			
Final Disposition	Temporary		
Cutoff Instructions	Cut off at end of Fiscal year after closure.		
Retention Period	Other: Destroy between 3 year(s) and 6 year(s) after cutoff.		
ADDITIONAL INFORMATION			
Are any of the records covered by this item national security classified?	No		
GAO Approval Required	No		

DAA-0305-2024-0001-0002		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Historically Significant Weather and Streamflow Records		

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Item Description	Historically significant research and reports identified by the BPA program/project manager in consultation with the BPA Records Officer depicting climate change and modified streamflows that document historical streamflows. These records have long-term research and informational value after BPA no longer has a business purpose for the records.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Manual Title	Bonneville Power Administration Comprehensive Records Disposition Schedule
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	Cut off when superseded or when project is closed
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives in 5 year blocks 15 year(s) after cutoff
ADDITIONAL INFORMATION	
Current Records Format	Textual data:200 files
Approximate first year of records covered by this authority	2008
End year of records covered by this authority	Still being created
Frequency of transfer	5
Are any of the records covered by this item subject to a FOIA exemption?	No

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Signatory Information

Action	User	Date
Approve	Marco Rubio (Acting Archivist)	11/18/2025



Office of the Chief
Records Officer for the
U.S. Government

This schedule was signed outside of the ERA system using Standard Form 115.

NARA staff updated ERA to reflect this approval, moving the record schedule into an approved status. The approved status allows for generation of a PDF indicating that the schedule has been approved, and allows an agency to use the schedule in ERA to create transfer requests. The approved date in the system and on the PDF version of the records schedule reflects the system actions.