

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

*Read NCD 2 2 Jul 80 NY*

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 Health and Safety

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER

Ronald E. Brewer

5 TEL EXT

FTS 857-3351

LEAVE BLANK

JOB NO

NCI-142-80-13

DATE RECEIVED

July 23, 1980

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

9-3-80

Date

Ronald E. Brewer

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

7/18/80

D SIGNATURE OF AGENCY REPRESENTATIVE

Ronald E. Brewer

E TITLE

Assistant TVA Archivist

7. ITEM NO

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

9. SAMPLE OR  
JOB NO

10. ACTION TAKEN

1.

Quality Assurance Reports (Resolution on Nonconformance, Progress, Audit)

Audits, which are conducted to verify compliance with all aspects of the quality assurance program, are performed in accordance with written procedures by appropriate trained personnel. The results of the audits are documented and reviewed by management having responsibility in the area audited.

When deficiencies are revealed by an audit, responsible management should take necessary action documented in the resolution of nonconformance reports, to correct the flaws. After preventative measures have been placed on the non-conforming items, an inspection is conducted and documented again thereby assuring quality.

Quality Assurance progress reports are written to assure identification of and compliance with requirements of codes, standards and practices in order to develop a well-established program. ANSI N45.2.9 requires a retention period of six calendar years for quality assurance--audit, progress and resolution of nonconformance--reports.

Item

## Request for Records Disposition Authority—Continuation

JOB NO

PAGE OF

2 2

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p>These reports are filed by the TVA standard classification system. Since 1974, the accumulation is 1 cubic foot.</p> <p><del>Disposition:</del></p> <p>Destroy <sup>in agency</sup> when six calendar years old.</p>		