

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0388-2024-0010

Status: APPROVED
Date Approved: 10/09/2024

General Information

Agency or Establishment	Southeastern Power Administration
Record/Scheduling Group	0388 - Records of the Southeastern Power Administration
Records Schedule Applies To	Agency-wide
Schedule Subject	Asset Planning and Management Program
Additional Schedule Information	The Asset Planning and Management Program (also called Asset Management) identifies and manages associated risk with SEPA's electronic power system assets to improve the functional lives of equipment and help realize a return on investment. The work of Asset Management affects budget development, capital plans, financial forecasting and strategic sourcing. APM reviews the health of SEPA physical facilities and operations to make risk-based decisions that support system reliability, safety, and security across the agency.
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: 1

Number of Temporary disposition items: 0

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-0388-2024-0010

Item #	Title	Disposition
0001	Significant Asset Planning and Management Records	Permanent

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Records Schedule Items

DAA-0388-2024-0010-0001		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Significant Asset Planning and Management Records	
Item Description	Final policies, agency-wide asset management strategies, and program accomplishment reports. Findings and studies related to high consequence asset risk mitigation that result in major changes to asset management plans. Annual Asset Management Program summaries, records of benchmarking studies, new hydro projects and technologies, sub-agreements, and communications. Geospatial Information System (GIS) data layers and associated metadata uniquely created or significantly altered by SEPA. All published maps; map history case files; and associated finding aids.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	13.1-014	
Manual Title	Significant Asset Planning and Management Records	
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	Other: End of fiscal year.	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff	
ADDITIONAL INFORMATION		
Current Records Format	Textual data	
Approximate first year of records covered by this authority	1950	
End year of records covered by this authority	Still being created	
Frequency of transfer	1	

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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	Colleen Shogan	10/09/2024