REQUEST FOR RECORDS DISPOSITION AUTHORITY				JOB NUMBER N/-048-08-33		
NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001			Date Received 8/12/08			
FROM (Agency or establishment)			NOTIFICATION TO AGENCY			
Department of the Interior			In accordance with the provisions of 44 U S C, 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved or			
2 MAJOR SUBDIVISION Office of the Secretary						
3 MINOR SUBDIVISION Office of Environmental Policy and Compliance			"withdrawn" in column 10			
4 NAME OF F	PERSON WITH WHOM TO CONFER	4 TELEPHONE NUMBER	DATE ARCHIVIST OF THE UNITED STATES			
Shelley Patterson		202-208-2202	8/25/09 Adriene Thomas			
Solution 5 AGENCY INFORMATION I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 1 page(s) are not needed now 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies ✓ Is not required Is attached, or has been requested						
DATE SIGNATURE OF AGENCY REPRESENTATIVE				TITLE 20		
8/4/08 SIGNITURE OF AC		Bosull	Office of the Secretary Records Officer			
7 ITEM NO	8 DESCRIPTION OF ITEM AND P	ROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION		10 ACTION TAKEN (NARA USE ONLY)	
1	4151 Environmental Database [See Attached List of Records Describing Disposition Authority]	ıptıons and Requested	N/A			

4151. Environmental Database.

4151. Environmental Database. The system warehouses all of the supporting information for evaluating the Department's environmental liabilities. This data includes site information, type of contamininants, internal data review, site prioritization, and cost estimate documentation. This database complements and provides supporting information to the liability figures submitted to the Office of financial Management in the preparation of the Departments annual financial statements.

Disposition. <u>Temporary.</u> Cut off when cleanup is declared complete by DOI or, if applicable, other designated agency-lead or when legal case is settled. Destroy 30 years after cut off.

SF 115 Supplementary Cover Sheet

Summary:

This Action establishes one <u>new</u> Office of the Secretary series entitled:

"Environmental Database"

Reason for submission:

- (1) This action provides for the disposition of records maintained in the Environmental Database, a previously unscheduled system used for site information, type of contamininants, internal data review, site prioritization, and cost estimate documentation.
- (2) This action also incorporates the series into the numbering pattern of the Office of the Secretary's new records schedule.

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