

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		<b>AVE BLANK (NARA use only)</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>N1-25592-13</i>	DATE RECEIVED <i>1-30-92</i>
1. FROM (Agency or establishment) National Aeronautics and Space Administration (NASA)		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Langley Reserach Center (LaRC)		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Environmental Engineering Branch (M/C 429)			
4. NAME OF PERSON WITH WHOM TO CONFER Mr. John Lee, Branch Head Ms. Barbara Newton, LaRC Rec Mgr.	5. TELEPHONE 8-928-3342 8-928-6034	DATE <i>11/25/92</i>	ARCHIVIST OF THE UNITED STATES <b>WITHDRAWN</b>

6. AGENCY CERTIFICATION  
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 4 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, 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 JAN 22 1992	SIGNATURE OF AGENCY REPRESENTATIVE <i>Adria A. Lipka</i> Adria A. Lipka (202) 453-1200	TITLE NASA Records Officer NASA Headquarters, JTD-1 Washington, DC. 20546
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
<del>1</del>	<del>RESOURCE CONSERVATION AND RECOVERY ACT RECORDS (RCRA) Records include correspondence concerning hazardous waste activities including Notices of Hazardous Waste activities; hazardous waste generators reports; inspections; notices of violations and corrective actions, and treatment; storage and disposal facility audits; toxic chemical source reduction; recycling and solid waste management; used oil management and recycling; and, general correspondence about such activities.  DISPOSITION: a. Notices of Hazardous Waste Activitiy: Destroy when notice has been revised or when 3 years old, whichever is later. (Authority: 40 CFR) b. Hazardous Waste Generators Report and Manifests: Destroy when 3 years old. (Authority: 40 CFR)</del>	<del>WITHDRAWN</del>	
<del>2</del>	<del>TOXIC SUBSTANCE CONTROL ACT RECORDS (TSCA) Records include correspondence concerning polychlorinated biphenyls (PCB) and asbestos including records of PCBs in service; spills and clean-up records; PCB transformer inspections and PCB annual documents; notifications of</del>	<del>WITHDRAWN</del>	

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2	<p><u>CONTINUED:</u></p> <p>asbestos removal; inspections; notices of violation and corrective actions; treatment, storage, and disposal facility audits; and, general correspondence about PCB and asbestos activities.</p> <p>DISPOSITION:</p> <p>a. Records of PCBs in service (Report to EPA):                      Destroy when 3 years old. (Authority: 40 CFR)</p> <p>b. PCB Spills and Cleanup Records:                      Destroy when 5 years old. (Authority: 40 CFR/761.125)</p> <p>c. PCB Transformer Inspections:                      Destroy 3 years after disposal of related transformer.                      (Authority: 40 CFR/761.30)</p> <p>d. PCB Annual Document:                      Destroy 5 years after stoping use or storing of PCBs.                      (Authority: 40 CFR/761.180)</p>		
3	<p><u>CLEAN WATER ACT</u></p> <p>Records include correspondence concerning all water resource activities including monthly discharge monitoring reports; local monitoring reports; permit applications; underground storage tanks; wells; wetlands; inspections; notices of violation and corrective actions; and, general correspondence about water and wetland resources.</p> <p>a. Underground Storage Tanks:                      Records consist of notifications of, release reports, corrective actions, and closure notifications.</p> <p>DISPOSITION:                      Destroy records when 3 years old, except closure notifications which are destroyed 3 years after closure of the related tank.                      (Authority: 40 CFR)</p> <p>b. Monthly Discharge Monitoring Reports (LaRC Only):                      DISPOSITION:                      Destroy when 3 years old. (Authority: Hampton Roads Sanitation District Regulations and State Water Control Board - Virginia)</p> <p>c. Hampton Roads Sanitation District (HRSD) Self Monitoring Reports (LaRC Only):                      DISPOSITION:                      Destroy when 3 years old. (Authority: HRSD Regs)</p>	<p>WITHDRAWN</p>	

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3	<p><u>CONTINUED:</u></p> <p>d. Toxic Management Program Records:</p> <p>DISPOSITION:</p> <p>Destroy when 3 years old.</p> <p>e. Permits from the Virginia Pollution Discharge Elimination System (VPDES) and HRSD (LaRC Only):</p> <p>DISPOSITION:</p> <p>Destroy when 5 years old.</p>		
4	<p><u>CLEAN AIR ACT (LaRC ONLY)</u></p> <p>Records include correspondence concerning all air pollution activities including air source registrations and permits; "non-criteria" pollutants; inspections; notices of violation and corrective actions; and, general correspondence about air resources.</p> <p>DISPOSITION:</p> <p>Destroy records when 2 years old. (Authority: State Department of Air Pollution Control, Virginia)</p>	WITHDRAWN	
5	<p><u>SUPERFUND AMENDMENTS AND REAUTHORIZATION ACT (SARA)</u></p> <p>Records include correspondence concerning Tier II Reports and Community-Right-to-Know activities; inspections; notices of violation and corrective actions; and, general correspondence about storage of hazardous materials.</p> <p>DISPOSITION:</p> <p>Destroy when 3 years old. (Authority: 40 CFR)</p>	WITHDRAWN	
6	<p><u>COMPREHENSIVE ENVIRONMENTAL RESPONSE, COMPENSATION, AND LIABILITY ACT (CERCLA)</u></p> <p>Records include correspondence concerning contaminated site activities including Preliminary Assessments and Remedial Investigations/Feasibility studies; clean-up and remediation activities; site closure plans and activities; inspections; notices of violation and corrective actions; and, general correspondence about such activities.</p> <p>DISPOSITION:</p> <p>Destroy when 5 years old. (Authority: 40 CFR)</p>	WITHDRAWN	

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7	<p><u>NATIONAL ENVIRONMENTAL POLICY ACT</u></p> <p>Records include correspondence concerning Federal environmental assessment issues including environmental assessments; environmental analyses; environmental impact statements; press releases and public comments on impact statements; environmental consideration records; and, general correspondence about such activities.</p> <p>DISPOSITION:</p> <p>Destroy records when 5 years old. (Authority: Council on Environmental Quality (CEQ).)</p>	WITHDRAWN	
8	<p><u>SPECIAL AGREEMENTS</u></p> <p>Records include correspondence concerning special agreements or actions with Federal, State, and local regulatory agencies including Federal Facility Compliance Agreements (FFCA); Consent Agreements; Interagency Agreements; notices of non-compliance with such agreements; corrective actions; and, general correspondence about such activities.</p> <p>DISPOSITION:</p> <p>Destroy 7 years after completion of existing Federal Facilities Compliance Agreement with EPA approval. (Authority: FFCA)</p>	WITHDRAWN	
9	<p><u>ROUTINE CORRESPONDENCE - ENVIRONMENTAL ENGINEERING (LaRC)</u></p> <p>Records include routine correspondence with other NASA centers, Headquarters, and regulatory agencies such as US Environmental Protection Agency; State Water Control Board; Hampton Roads Sanitation District; Virginia Department of Waste Management; Fish and Wildlife; and, the Virginia Department of Health.</p> <p>DISPOSITION:</p> <p>Destroy records when 3 years old unless otherwise dictated or specified by Federal, State, or local regulatory agency, whichever is longer.</p>	WITHDRAWN	