

Request for Records Disposition Authority

Records Schedule Number **DAA-0412-2013-0010**

Schedule Status **Approved**

Agency or Establishment **Environmental Protection Agency**

Record Group / Scheduling Group **Records of the Environmental Protection Agency**

Records Schedule applies to **Agency-wide**

Schedule Subject **Regulatory Development and Implementation, and Dockets**

Internal agency concurrences will be provided **No**

Background Information **This schedule covers records related to the activities associated with developing, amending, or repealing regulations, policies, and guidance to implement law. This includes, but is not limited to: rulemaking, policy and guidance development to assist in the interpretation and implementation of regulations; public comments regarding proposed and final rules; rule publication of proposed and final rules in the Federal Register and Code of Federal Regulations. It also covers general, nonrulemaking dockets and Federal Register notices used to provide information to and ask for comments from the public for nonrulemaking activities.**

Item Count

| Number of Total Disposition Items | Number of Permanent Disposition Items | Number of Temporary Disposition Items | Number of Withdrawn Disposition Items |
|-----------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|
| 4 | 1 | 3 | 0 |

GAO Approval

Outline of Records Schedule Items for DAA-0412-2013-0010

| Sequence Number | |
|-----------------|--|
| 1 | Regulatory Development and Implementation, and Dockets |
| 1.1 | Final substantial rulemakings and related development and implementation records Disposition Authority Number: DAA-0412-2013-0010-0001 |
| 1.2 | General dockets and nonsubstantial rulemaking records Disposition Authority Number: DAA-0412-2013-0010-0002 |
| 1.3 | Nonfinal rulemakings and state standards records Disposition Authority Number: DAA-0412-2013-0010-0003 |
| 1.4 | Other regulatory development and implementation records Disposition Authority Number: DAA-0412-2013-0010-0004 |

Records Schedule Items

| Sequence Number | |
|-----------------|--|
| 1 | Regulatory Development and Implementation, and Dockets |
| 1 1 | Final substantial rulemakings and related development and implementation records Disposition Authority Number DAA-0412-2013-0010-0001 Includes, but is not limited to: Substantial rulemaking records that receive intense public or media attention or congressional scrutiny, set legal precedents, relate to major historical events, or are involved in extensive litigation, including published, or to be published, regulations, standards, and guidelines, including public and internal comments, Office of Management and Budget (OMB) comments, hearing transcripts, meeting minutes, workgroup records, background documents, regulatory impact analyses under Executive Order 12866, and other technical support material (e.g., risk assessments, scientific reports) generated during the process to develop and approve the regulation, standard, or guideline, including all documents that make up the final regulatory docket and administrative record; Designation petitions for sole source aquifers as authorized by section 1424(e) of the Safe Drinking Water Act of 1974, consisting of petitions, information related to the public, public notices, hearing documentation, correspondence, memoranda of understanding, narratives, maps, engineering reports, comments from the public, and related records; Directives and policy guidance documents issued by programs and regions to assist with the implementation of regulations, including official policy decisions, delegations of authority, memos setting policy or issuing guidance, operating guidance, procedures manuals, technical resource documents, related background materials, and similar records that may be in the form of a program directives system or a program compendium; Petitions to issue, amend, or repeal a rule (e.g., Toxic Substances Control Act, as amended, Section 21 citizens petitions) or an order, consisting of records of EPA action taken in response to a petition, determinations to grant or deny the petition and substantiate the decision, which could result in an issuance of a new rule, amendment to an existing rule, or repeal of an existing rule; State and other entity program authorization and approval files, consisting of records that document the process for authorizing operation of a program by states and other entities in lieu of a federal program, including applications with background and supporting documentation, correspondence, copies of statutes and regulations, interim authorizations, documentation of public participation activities, documents related to EPA's review and determination of the program, development of enforcement and environmental standards, as well as authorization withdrawals as they apply to the initial program authorization and subsequent revisions; and State, tribal, and federal implementation plans (SIPs, TIPs, and FIPs), consisting of records documenting the process for applying plans for the attainment and maintenance of national ambient air quality standards for certain criteria pollutants in a given area under section 110 of the Clean Air Act (CAA), including plans establishing |

emission standards to control designated pollutants upon EPA publication of final emission guidelines for designated facilities in accordance with section 111(d) of the CAA, amendments, correspondence, copies of statutes and regulations, documentation of public participation activities, EPA's review and determination of the program, technical support documents, Federal Register notices, action memoranda, communications strategies, public comments, review forms, records related to the inspection and maintenance programs required by implementation plans, and related records.

Final Disposition Permanent
 Item Status Active
 Is this item media neutral? Yes
 Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes
 Do any of the records covered by this item exist as structured electronic data? Yes

| Manual Citation | Manual Title |
|-----------------|--------------|
| EPA 1023 item a | |

GRS or Superseded Authority Citation
 N1-412-06-7a(1)
 N1-412-06-7a(2)
 N1-412-07-2/6a(1)
 N1-412-07-2/6a(2)
 N1-412-04-4a
 N1-412-07-2/8a(1)
 N1-412-07-2/8a(2)
 NC1-412-85-17/23a(1)
 NC1-412-85-17/23a(2)
 N1-412-07-59/3a(1)
 N1-412-07-59/3a(2)
 N1-412-07-30a(1)
 N1-412-07-30a(2)
 N1-412-07-2/10a(1)
 N1-412-07-2/10a(2)
 N1-412-07-27a(1)
 N1-412-07-27a(2)
 N1-412-007-27b(1)
 N1-412-007-27b(2)
 N1-412-07-11a(1)
 N1-412-07-11a(2)
 N1-412-07-59/10a(1)
 N1-412-07-59/10a(2)

N1-412-07-2/13a(1)
N1-412-07-2/13a(2)

Disposition Instruction

Cutoff Instruction Close at end of calendar year or upon completion of action.

Transfer to the National Archives for Accessioning Transfer to the National Archives 15 years after file closure.

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
Transfer of these records is ongoing.

How frequently will your agency transfer these records to the National Archives? Unknown
Transfer of these records is ongoing.

12

General dockets and nonsubstantial rulemaking records

Disposition Authority Number DAA-0412-2013-0010-0002

Includes: Nonsubstantial rulemaking records that have not met the threshold for substantial rulemaking records covered in item a; and General dockets containing documents not directly related to EPA's regulations that are made available for public review, and often, associated public comments.

Final Disposition Temporary

Item Status Active

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

| Manual Citation | Manual Title |
|-----------------|--------------|
| EPA 1023 item b | |

GRS or Superseded Authority Citation N1-412-04-4a

Disposition Instruction

1.3

Cutoff Instruction Close at end of calendar yer or upon completion of action.

Retention Period Destroy 20 year(s) after file closure.

Additional Information

GAO Approval Not Required

Nonfinal rulemakings and state standards records

Disposition Authority Number DAA-0412-2013-0010-0003

Includes, but is not limited to: Directives and policy guidance documents that are not issued or released to the public; Nonfinal regulations, standards, and guidelines, including public and internal comments, OMB comments, hearing transcripts, meeting minutes, background documents, and other technical support material generated during the development and approval process; Records related to the development of enforcement and environmental standards by states and territories and submitted to EPA for review and approval, consisting of letters requesting legal interpretation and opinions, copies of state acts or programs, regional office reviews and comments, technical reviews, and related records; and Rulemaking committees and workgroup materials for nonfinal regulations, including meeting records, organizing charters, reports, and related records.

Final Disposition Temporary

Item Status Active

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

| Manual Citation | Manual Title |
|-----------------|--------------|
| EPA 1023 item c | |

GRS or Superseded Authority Citation
 N1-412-06-7b
 N1-412-07-2/6b
 N1-412-04-4b
 N1-412-07-58/3b
 N1-412-07-2/13b
 N1-412-07-53/5a

Disposition Instruction

1.4

Cutoff Instruction Close at end of calendar year or upon completion of action.

Retention Period Destroy 10 year(s) after file closure.

Additional Information

GAO Approval Not Required

Other regulatory development and implementation records

Disposition Authority Number DAA-0412-2013-0010-0004

Includes, but is not limited to: Federal Register notices that are not maintained in a docket; Information Collection Requests (ICR) and Information Collection Budgets (ICB) submitted to OMB and Congress, including reports, responses to OMB's request for information, supporting statements, OMB forms, correspondence, statistics, comments, and other records relating to the justification of the information collection and its approval by EPA and OMB; and Transportation plans developed to achieve national ambient air quality, consisting of transportation control plans that become part of SIPs, conformity determinations, studies, and related records.

Final Disposition Temporary

Item Status Active

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

| Manual Citation | Manual Title |
|-----------------|--------------|
| EPA 1023 item d | |

GRS or Superseded Authority Citation
 N1-412-07-24a
 N1-412-07-24b
 N1-412-08-13a
 N1-412-08-13b
 N1-412-07-1/12a
 N1-412-07-68/4a

Disposition Instruction

Cutoff Instruction Close at end of the calendar year or upon completion of action.

| | |
|------------------------|---------------------------------------|
| Retention Period | Destroy 5 year(s) after file closure. |
| Additional Information | |
| GAO Approval | Not Required |

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

| Date | Action | By | Title | Organization |
|------------|--------------------------|------------------|-------------------------------|---|
| 07/02/2013 | Certify | John Ellis | Agency Records Officer | Office of Environmental Information - Office of Information Collection |
| 07/09/2013 | Return for Revision | Henry Wolfinger | Appraiser | National Archives and Records Administration - Records Management Services |
| 08/09/2013 | Submit For Certification | Sandy York | Records Information Manager V | Office of Environmental Information - records and Content Management Branch |
| 08/20/2013 | Certify | John Ellis | Agency Records Officer | Office of Environmental Information - Office of Information Collection |
| 10/15/2015 | Return for Revision | Jessica Blessman | Appraisal Archivist | National Archives and Records Administration - Records Management Services |
| 11/03/2015 | Submit For Certification | Sandy York | Records Information Manager V | Office of Environmental Information - records and Content Management Branch |
| 11/09/2015 | Certify | John Ellis | Agency Records Officer | Office of Environmental Information - Office of Information Collection |
| 02/01/2016 | Return for Revision | Jessica Blessman | Appraisal Archivist | National Archives and Records Administration - Records Management Services |
| 02/02/2016 | Submit For Certification | Sandy York | Records Information Manager V | Office of Environmental Information - records and Content Management Branch |

| | | | | |
|------------|------------------------|------------------|---|--|
| 02/03/2016 | Certify | John Ellis | Agency Records Officer | Office of Environmental Information - Office of Information Collection |
| 03/01/2016 | Submit for Concurrence | Kate Flaherty | Appraiser | National Archives and Records Administration - Records Management Services |
| 03/01/2016 | Concur | Margaret Hawkins | Director of Records Management Services | National Records Management Program - ACNR Records Management Services |
| 03/01/2016 | Concur | Margaret Hawkins | Director of Records Management Services | National Records Management Program - ACNR Records Management Services |
| 03/02/2016 | Approve | David Ferriero | Archivist of the United States | Office of the Archivist - Office of the Archivist |

Business Reference Model (BRM) Category – 306 Regulatory Development

Activities associated with developing regulations, policies, and guidance to implement laws. This includes, but is not limited to: rulemaking, policy and guidance development to assist in the interpretation and implementation of regulations; public comments regarding proposed and final rules; and rule publication of proposed and final rules in the Federal Register and Code of Federal Regulations. It also covers general, nonrulemaking dockets and Federal Register notices used to provide information to and ask for comments from the public for nonrulemaking activities.

| Previous Schedule | Previous Title | Previous Retention | New Schedule |
|------------------------------|---|---|---------------------|
| 007a(1) N1-412-06-7a(1) | Directives and Policy Guidance Documents Issued by Specific Programs and Regions – Published or released to the public and related background materials – Nonelectronic | Close inactive records upon issuance or publication or when superseded. Transfer to the National Archives in 5 year blocks, 20 years after file closure. | 1023a |
| 007a(2) N1-412-06-7a(2) | Directives and Policy Guidance Documents Issued by Specific Programs and Regions – Published or released to the public and related background materials – Electronic | Close inactive records upon issuance or publication or when superseded. Transfer to the National Archives 5 years after file closure, with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. | 1023a |
| 007a(3) N1-412-06-7a(3) | Directives and Policy Guidance Documents Issued by Specific Programs and Regions – Published or released to the public and related background materials – Electronic copy of records transferred to the National Archives | Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives. | 1023 guidance 008a |
| 007b N1-412-06-7b | Directives and Policy Guidance Documents Issued by Specific Programs and Regions – Unpublished or not released to the public and related background materials | Close inactive records upon decision to not publish or issue. Destroy 10 years after file closure. | 1023c |
| 149a(1) N1-412-07-2/6a(1) | Regulations, Standards, and Guidelines – Published regulations, standards, and guidelines – Nonelectronic | Close inactive records upon promulgation of rule or approval of guideline. Transfer to the National Archives 20 years after file closure. If record is microform, destroy paper after quality assurance is completed. | 1023a |
| 149a(2) N1-412-07-2/6a(2) | Regulations, Standards, and Guidelines – Published regulations, standards, and | Close inactive records upon promulgation of rule or approval of guideline. | 1023a |

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June 17, 2013

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|------------------------------|---|--|---------------------|
| | guidelines – Electronic | Transfer to the National Archives 5 years after file closure, with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. | |
| 149a(3) N1-412-07-2/6a(3) | Regulations, Standards, and Guidelines – Published regulations, standards, and guidelines – Electronic copy of records transferred to the National Archives | Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives. | 1023 guidance 008a |
| 149b N1-412-07-2/6b | Regulations, Standards, and Guidelines – Unpublished regulations, standards, and guidelines | Close inactive records upon decision to not publish the regulation, standard, or guideline. Destroy 10 years after file closure. If record is microform, destroy paper after quality assurance is completed. | 1023c |
| 150a N1-412-04-4a | Dockets – Final docket | Close inactive records after publication of rule or close of docket. Destroy 20 years after file closure. | 1023a and 1023b |
| 150b N1-412-04-4b | Dockets – Inactive, nonfinal docket, and documents of short-term value | Close inactive records 5 years after last activity. Destroy 5 years after file closure. | 1023c |
| 199a N1-412-07-24a | Information Collection Requests and Reports – Information collection budget reports submitted to OMB and Congress | Close inactive records after submission of annual report to OMB. Destroy 5 years after file closure. | 1023d |
| 199b N1-412-07-24b | Information Collection Requests and Reports – Information collection requests submitted to OMB for approval | Close inactive records on approval or disapproval of request. Destroy 7 years after file closure. | 1023d |
| 204a(1) N1-412-07-2/8a(1) | State and Other Entity Program Authorization and Approval Files – Record copy – Nonelectronic | Close inactive records at end of year or after new authorization is signed. Transfer to the National Archives in 5 year blocks 20 years after file closure. | 1023a |
| 204a(2) N1-412-07-2/8a(2) | State and Other Entity Program Authorization and Approval Files – Record copy – Electronic | Close inactive records at end of year or after new authorization is signed. Transfer to the National Archives 5 years after file closure, with any related documentation and external | 1023a |

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June 17, 2013

| Previous Schedule | Previous Title | Previous Retention | New Schedule |
|---------------------------------|---|---|---------------------|
| | | finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. | |
| 204a(3) N1-412-07-2/8a(3) | State and Other Entity Program Authorization and Approval Files – Electronic copy of records transferred to the National Archives | Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives. | 1023 guidance 008a |
| 212a(1) NC1-412-85-17/23a(1) | Sole Source Aquifer Files – Record copy – Nonelectronic | Close inactive records at end of year. Transfer to the National Archives 25 years after file closure. | 1023a |
| 212a(2) NC1-412-85-17/23a(2) | Sole Source Aquifer Files – Record copy – Electronic | Close inactive records at end of year. Transfer to the National Archives 5 years after file closure with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. | 1023a |
| 212a(3) NC1-412-85-17/23a(3) | Sole Source Aquifer Files – Electronic copy of records transferred to the National Archives | Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives. | 1023 guidance 008a |
| 217a(1) N1-412-07-59/3a(1) | State, Tribal and Federal Implementation Plans – Record copy – Nonelectronic | Close inactive records as plans are revised or superseded. Transfer to the National Archives in 5 year blocks 20 years after file closure. | 1023a |
| 217a(2) N1-412-07-59/3a(2) | State, Tribal and Federal Implementation Plans – Record copy – Electronic | Close inactive records as plans are revised or superseded. Transfer to the National Archives 5 years after file closure with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. | 1023a |
| 217a(3) N1-412-07-59/3a(3) | State, Tribal and Federal Implementation Plans – Electronic copy of records transferred to the National Archives | Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives. | 1023 guidance 008a |
| 218a N1-412-08-13a | Transportation Plans – Transportation control plans | Close inactive records upon completion of plans. Destroy 7 years after file closure. | 1023d |

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|-------------------------------|---|--|---------------------|
| 218b N1-412-08-13b | Transportation Plans – Transportation conformity determinations | Close inactive records upon completion of plans. Destroy 4 years after file closure. | 1023d |
| 260a(1) N1-412-07-30a(1) | TSCA Section 21 Citizens Petitions – Record copy – Nonelectronic | Close inactive records 1 year following issuance of the Agency’s finding or decision. Transfer to the National Archives 20 years after file closure. | 1023a |
| 260a(2) N1-412-07-30a(2) | TSCA Section 21 Citizens Petitions – Record copy – Electronic | Close inactive records 1 year following issuance of the Agency’s finding or decision. Transfer to the National Archives 5 years after file closure with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. | 1023a |
| 260a(3) N1-412-07-30a(3) | TSCA Section 21 Citizens Petitions – Electronic copy of records transferred to the National Archives | Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives. | 1023 guidance 008a |
| 294a(1) N1-412-07-2/10a(1) | Administrative Records Pursuant to the Administrative Procedure Act – Record copy – Nonelectronic | Close inactive records at the conclusion of a significant action. Transfer to the National Archives 20 years after file closure. | 1023a |
| 294a(2) N1-412-07-2/10a(2) | Administrative Records Pursuant to the Administrative Procedure Act – Record copy – Electronic | Close inactive records at the conclusion of a significant action. Transfer to the National Archives 5 years after file closure with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. | 1023a |
| 294a(3) N1-412-07-2/10a(3) | Administrative Records Pursuant to the Administrative Procedure Act – Electronic copy of records transferred to the National Archives | Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives. | 1023 guidance 008a |
| 296a(1) N1-412-07-27a(1) | TSCA Section 5 Biotechnology Files – Promulgation of final rule – Nonelectronic | Close inactive records after mandated Agency review period or other decision. Transfer to the National Archives 20 years after file closure. | 1023a |

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June 17, 2013

| Previous Schedule | Previous Title | Previous Retention | New Schedule |
|-----------------------------|---|--|---------------------|
| 296a(2) N1-412-07-27a(2) | TSCA Section 5 Biotechnology Files – Promulgation of final rule – Electronic | Close inactive records after mandated Agency review period or other decision. Transfer to the National Archives 5 years after file closure with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. | 1023a |
| 296a(3) N1-412-07-27a(3) | TSCA Section 5 Biotechnology Files – Promulgation of final rule – Electronic copy of records transferred to the National Archives | Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives. | 1023 guidance 008a |
| 296b(1) N1-412-07-27b(1) | TSCA Section 5 Biotechnology Files – Pending promulgation of final rule – Nonelectronic | Close inactive records up to 1 year following promulgation of final rule. Transfer to the National Archives 20 years after file closure. | 1023a |
| 296b(2) N1-412-07-27b(2) | TSCA Section 5 Biotechnology Files – Pending promulgation of final rule – Electronic | Close inactive records up to 1 year following promulgation of final rule. Transfer to the National Archives 5 years after file closure with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. | 1023a |
| 296b(3) N1-412-07-27b(3) | TSCA Section 5 Biotechnology Files – Pending promulgation of final rule – Electronic copy of records transferred to the National Archives | Close file upon transfer to the National Archives. Delete after electronic copy is successfully transferred to the National Archives. | 1023 guidance 008a |
| 332a(1) N1-412-07-11a(1) | Regulatory Impact Analyses Under Executive Order 12866 – Record copy – Nonelectronic | Close inactive records at end of year. Transfer to the National Archives 15 years after file closure. | 1023a |
| 332a(2) N1-412-07-11a(2) | Regulatory Impact Analyses Under Executive Order 12866 – Record copy – Electronic | Close inactive records at end of year. Transfer to the National Archives 5 years after file closure with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. | 1023a |
| 332a(3) N1-412-07- | Regulatory Impact Analyses Under Executive Order 12866 | Close file upon transfer to the National Archives. Delete | 1023 guidance |

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| 11a(3) | - Electronic copy of records transferred to the National Archives | after electronic copy is successfully transferred to the National Archives. | 008a |
| 356a N1-412-07-1/12a | Federal Register Notices - Record copy | Close inactive records at end of year. Destroy 5 years after file closure. | 1023d |
| 412a(1) N1-412-07-58/3a(1) | State Water Standards Files - Standards, initial development, 1965-1974 - Nonelectronic | Close file at end of 1974. Transfer to the National Archives 20 years after file closure. | NA (inactive) |
| 412a(2) N1-412-07-58/3a(2) | State Water Standards Files - Standards, initial development, 1965-1974 - Electronic | Close file at end of 1974. Transfer to the National Archives 20 years after file closure, with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. | NA (inactive) |
| 412a(3) N1-412-07-58/3a(3) | State Water Standards Files - Standards, initial development, 1965-1974 - Electronic copy of records transferred to the National Archives | Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives. | 1023 guidance 008a |
| 412b N1-412-07-58/3b | State Water Standards Files - Standards, continuation, 1974-forward | Close inactive records every 3 years. Destroy 10 years after file closure. | 1023c |
| 412c(1) N1-412-07-58/3c(1) | State Water Standards Files - History - Nonelectronic | Close file at end of 1977. Transfer to the National Archives 10 years after file closure. | NA (inactive) |
| 412c(2) N1-412-07-58/3c(2) | State Water Standards Files - History - Electronic | Close file at end of 1977. Transfer to the National Archives 20 years after file closure, with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. | NA (inactive) |
| 412c(3) N1-412-07-58/3c(3) | State Water Standards Files - History - Electronic copy of records transferred to the National Archives | Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives. | 1023 guidance 008a |
| 412d(1) N1-412-07-58/3d(1) | State Water Standards Files - Letters from state governors on development and adoption of water standards, 1967-1971 - Nonelectronic | Close file at end of 1975. Transfer to the National Archives 20 years after file closure. | NA (inactive) |
| 412d(2) | State Water Standards Files - | Close file at end of 1975. | NA |

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| N1-412-07-58/3d(2) | Letters from state governors on development and adoption of water standards, 1967-1971 – Electronic | Transfer to the National Archives 20 years after file closure, with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. | (inactive) |
| 412d(3) N1-412-07-58/3d(3) | State Water Standards Files – Letters from state governors on development and adoption of water standards, 1967-1971 – Electronic copy of records transferred to the National Archives | Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives. | 1023 guidance 008a |
| 486a(1) N1-412-07-59/10a(1) | Inspection and Maintenance – Record copy – Nonelectronic | Close inactive records when programs are revised. Transfer to the National Archives in 5 year blocks 20 years after file closure. | 1023a |
| 486a(2) N1-412-07-59/10a(2) | Inspection and Maintenance – Record copy – Electronic | Close inactive records when programs are revised. Transfer to the National Archives 5 years after file closure, with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. | 1023a |
| 486a(3) N1-412-07-59/10a(3) | Inspection and Maintenance – Electronic copy of records transferred to the National Archives | Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives. | 1023 guidance 008a |
| 518a(1) N1-412-07-2/13a(1) | Rulemaking Committees – Published regulations, standards, and guidelines – Nonelectronic | Close inactive records when committee superseded or canceled. Transfer to the National Archives 20 years after file closure. | 1023a |
| 518a(2) N1-412-07-2/13a(2) | Rulemaking Committees – Published regulations, standards, and guidelines – Electronic | Close inactive records when committee superseded or canceled. Transfer to the National Archives 5 years after file closure, with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. | 1023a |
| 518a(3) | Rulemaking Committees – | Close file upon transfer to the | 1023 |

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| Previous Schedule | Previous Title | Previous Retention | New Schedule |
|--------------------------|--|--|---------------------|
| N1-412-07-2/13a(3) | Published regulations, standards, and guidelines – Electronic copy of records transferred to the National Archives | National Archives. Delete after electronic record copy is successfully transferred to the National Archives. | guidance 008a |
| 518b N1-412-07-2/13b | Rulemaking Committees – Unpublished regulations, standards, and guidelines | Close inactive records when committee superseded or canceled. Destroy 10 years after file closure. | 1023c |
| 519a N1-412-07-68/4a | Federal Register Documents Signed by the Administrator or the Deputy Administrator – Record copy | Close inactive records at end of year. Destroy 7 years after file closure. | 1023d |
| 676a N1-412-07-53/5a | Development of Enforcement and Environmental Standards by States – Record copy | Close inactive records upon completion of program. Destroy 10 years after file closure. | 1023c |