

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-412-02-009

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

This schedule is superseded by N1-412-07-059.

Date Reported: 08/31/2020

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

DRAFT OF 6/5/02

U.S. EPA RECORDS SCHEDULE

SERIES TITLE: Certification Records

PROGRAM: Air

EPA SERIES NO: 482

AGENCY FILE CODE: AIRP 482

NARA DISPOSAL AUTHORITY: N1-412-02-9
(Use this number to retire records to the FRC)

APPLICABILITY: National Vehicle and Fuel Emissions Laboratory (NVFEL)

IDENTIFYING INFORMATION:

DESCRIPTION: Contains documents related to manufacturers applications and EPA actions for emission certification under the Clean Air Act for motor vehicles, locomotives, and non-road mobile sources. Includes technical product descriptions, test results, copies of the certificate of conformity, notices of violations, and other related documents.

- a. Record copy
- b. Electronic versions created with word processing and electronic mail applications

ARRANGEMENT: Arrangement varies.

TYPE OF RECORDS:
Case files

SPECIFIC RESTRICTIONS:
Confidential Business Information
Enforcement Sensitive Information

MEDIUM:
Paper, electronic

VITAL RECORD:
Yes

FUNCTIONS SUPPORTED:
Program operations

SPECIFIC LEGAL REQUIREMENTS:
Clean Air Act, 42 U.S.C. 7521, § 202, 206, 301(a)(1)
40 CFR 86

EPA SERIES NO. 482

DISPOSITION INFORMATION:

FINAL DISPOSITION:

a. Disposable

b. Disposable

TRANSFER TO FRC PERMITTED:

Yes

No

FILE BREAK INSTRUCTIONS:

- a. Break file 1 year after certification action has been completed for the model year.
- b. See disposition instructions.

DISPOSITION INSTRUCTIONS:

- a. Keep inactive materials in office 5 years after file break, then retire to FRC Destroy when 20 years old
- b. Delete when record copy is generated or when no longer needed for reference or updating.

APPLICATION GUIDANCE:

REASONS FOR DISPOSITION: Previously approved items 10 and 11 of NC1-412-85-14 have been combined into one item to reflect the way the records are maintained by the program office. Item 10, record copy of certification records, was previously approved by the National Archives as permanent Proposed retention is based on the manufacturers' responsibility to recall and repair defective vehicles during their useful lives as defined by statute and regulations The longest useful life is 11 years, therefore a 20-year retention is adequate for EPA's needs.

AGENCY-WIDE GUIDANCE: Electronic manufacturer submissions are covered by the Certification and Fuel Economy Information System (CFEIS) which is scheduled as EPA 485

PROGRAM OFFICE GUIDANCE/DESCRIPTIVE INFORMATION:

CUSTODIAL INFORMATION:

CONTROLLING UNIT:

CONTACT POINT:

Name: Air and Radiation

Name: Fred Hart

Location: Ann Arbor

Mail Code: VPG

Inclusive Dates: 1978-present **Telephone:** 734-214-4877

Volume on Hand (Feet):

Office: Certification & Compliance Div

Annual Accumulation: 50 cu ft
(feet or inches)

Room:

CONTROL INFORMATION:

RELATED ITEMS: EPA 485

PREVIOUSLY APPROVED BY

NARA SCHEDULE NOS: NC1-412-85-14/10 and 11

Approval Date EPA	Approval Date NARA	Entry Date	Last Modified
2/8/02	6/4/93	6/5/02	