

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408	
1 FROM (Agency or establishment) Environmental Protection Agency	
2 MAJOR SUBDIVISION Office of Prevention, Pesticides, and Toxic Substances	
3 MINOR SUBDIVISION Office of Pollution Prevention and Toxic, Information Management	
4 NAME OF PERSON WITH WHOM TO CONFER Chris O'Donnell <i>Chris O'Donnell</i>	5 TELEPHONE 202-566-1669

LEAVE BLANK (NARA use only)	
JOB NUMBER <i>71-412-03-14</i>	
DATE RECEIVED <i>8-26-2003</i>	
NOTIFICATION TO AGENCY	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
DATE <i>March 2004</i>	ARCHIVIST OF THE UNITED STATES <i>Luis J. Bellardo Acting Archivist of the U.S.</i>

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 6 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 <i>8/04/03</i>	SIGNATURE OF AGENCY REPRESENTATIVE Chris O' Donnell	TITLE <i>Chris O'Donnell</i> Agency Records Officer
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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	See attached U.S. EPA 373 - Toxic Substances Control Act Test Submissions (TSCATS)		
<i>cc Agency, NR, NWMD, NWME, NWMW, NWCT</i>			

**RECOMMENDATION TO THE ARCHIVIST ON
RECORDS DISPOSITION REQUEST**

Job No. N1-412-03-14
Item Count: 2

SUMMARY

The Environmental Protection Agency (EPA), Office of Prevention, Pesticides, and Toxic Substances submit NARA Job No N1-412-03-14 to provide disposition authorization for the electronic data of the Toxic Substances Control Act Test Submissions (TSCATS) system. This electronic system does not contain word processing and electronic mail records.

Toxic Substances Control Act Test Submissions (TSCATS) is an index to unpublished, non-confidential studies covering chemical testing results and adverse effects of chemicals on human and/or environmental health and ecological systems. TSCATS contains information that is pertinent to the risk assessment and hazard evaluation processes. The information can be used in conjunction with published material and is a valuable source along with or in the absence of published data. A TSCATS record also includes the chemical name, CAS (Chemical Abstracts Service) Registry Number; Section of TSCA, title, document number; microfiche number, submitting organization, and performing organization. A select number of studies also have abstracts.

I recommend NARA's approval of this schedule. TSCATS is an index to unpublished, non-confidential studies pertaining to Toxic Substance Control Act (TSCA) Section 8, information and reporting files (N1-412-01-5) and Section 4, chemical test program results (N1-412-01-8). The record copies of those series are approved for permanent retention by the National Archives and Records Administration (NARA). TSCATS electronic data and supporting documentation protects the rights of citizens and ensures government accountability by assisting access to permanently valuable records pertaining to the EPA's mission. A Federal Register notice was published and no requests for copies or comments were received.

RECOMMENDATION

- 1 **APPROVED FOR DISPOSAL**. The records described under all items of the schedule, except those that may be listed in blocks 2, 3, and 4 of this section, are disposable because they do not, or will not after the lapse of the period specified, have sufficient administrative, legal, research or other value to warrant their continued preservation by the Government.
- 2 **APPROVED FOR PERMANENT RETENTION**. The records described under the following item or items have been appraised by the National Archives and Records Administration (NARA) and are determined to have sufficient historical or other value to warrant their continued preservation by the United States Government. The agency will transfer these records to the National Archives as specified. **Items** 1c and 1e.
- 3 **DISPOSITION NOT APPROVED**. The records described under the following item or items are not approved for disposition.
- 4 **WITHDRAWN**. The records described under the following item or items have been withdrawn at the request of the agency and/or NARA.

FEDERAL REGISTER NOTICE

Not required.

Required — Publication Date 01/02/04
Copies Requested 0
Comments Received 0

SIGNATURE	TITLE	SIGNATURE	DATE
Appraisal <i>JPB 2/23/2004</i>	Appraiser	<i>[Signature]</i>	02/17/04
	NWML	<i>Paul M. Whitely</i>	02.23.2004
Concurrences	NWM	<i>Howard Lowe</i>	2/23/2004
	NR	<i>Gregory A. Bennett</i>	2/24/04
	NW	<i>Michael J. Huff</i>	2.25-04

EPA Records Schedule 373

Status: Final, 10/31/2009

Title: Toxic Substances Control Act Test Submissions (TSCATS)

Program: Toxic Substances

Applicability: Agency-wide

Function: 108-025-06-02 - Manage Toxic Substances

NARA Disposal Authority:

This schedule authorizes the disposition of the record copy in any media (media neutral), excluding any records already in electronic form. Records designated for permanent retention must be transferred to the National Archives in accordance with NARA standards at the time of transfer.

- N1-412-03-14

Description:

The Toxic Substances Control Act Test Submissions (TSCATS) system is an electronic index to non-confidential, unpublished studies on chemical testing and adverse effects of chemicals on health and the environment. TSCATS was developed to make chemical testing studies available to the public, and includes chemical exposure studies, epidemiology, environmental fate, monitoring, episodic incidents, such as spills and case reports. The studies on unique chemical substances are submitted by U.S. industry under the Toxic Substances Control Act, section 4, chemical testing; section 8d, health and safety studies; section 8e, notices of substantial risk; and voluntarily submitted data on potentially hazardous chemicals

The studies are scheduled separately. Full-text documents of the studies are on microfiche and are available from the National Technical Information Service.

Disposition Instructions:

Item a: Electronic software system

This item is to be used only by the Office of Prevention, Pesticides and Toxic Substances, Office of Pollution Prevention and Toxics, Information Management Division at Headquarters.

- **Disposable**
- Destroy when no longer needed to ensure access to, and use of, the electronic records throughout the authorized retention period.

Item b: Input

- **Varies**

- Follow instructions for EPA 171.

Item c: Electronic data

This item is to be used only by the Office of Prevention, Pesticides and Toxic Substances, Office of Pollution Prevention and Toxics, Information Management Division at Headquarters

- **Permanent**
- Transfer data annually to the National Archives, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.

Item d: Output and reports

- **Varies**
- File with related records and follow instructions for the related records.

Item e: System documentation

This item is to be used only by the Office of Prevention, Pesticides and Toxic Substances, Office of Pollution Prevention and Toxics, Information Management Division at Headquarters.

- **Permanent**
- Transfer those records necessary to document how the system captures, manipulates, and outputs data to the National Archives, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time. Documentation is transferred with the electronic data (item c).

Guidance:

Index data or input is from the following series:

- EPA 262 - TSCA Section 4 Chemical Test Program Results
- EPA 372 - TSCA Section 8 Information and Reporting Files

The 8(e) Triage database, last updated September 1997, was integrated into TSCATS in 2001.

Reasons for Disposition:

The following changes were made in the 04/30/2008 version:

- Revised disposition instructions for items a and b.
- Added applicability to disposition items a, c and e.
- Revised title of disposition item e.

Data in this system are pertinent to the chemical risk assessment and hazard evaluation process and is available to the public through NTIS and online through the National Library of Medicine. The data are used by federal and state agencies, researchers, toxicologists, risk assessors, the regulated industry, attorneys, trade and professional associations. As of July, 2000, there were 106,063 studies on 8,304

unique chemical substances contained in 30,924 documents.

Custodians:

Office of Prevention, Pesticides, and Toxic Substances, Office of Pollution Prevention and Toxics,
Information Management Division

- **Contact:** John Leitzke
- **Telephone:** 202-564-8621

Related Schedules:

EPA 171, EPA 262, EPA 372

Previous NARA Disposal Authority:

Entry: 04/02/1996

EPA Approval: 08/04/2003

NARA Approval: 03/01/2004