


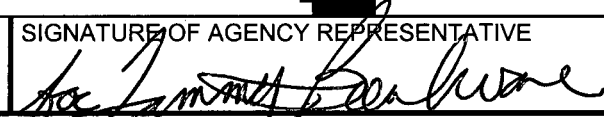
|  |                              |
|--|------------------------------|
| <b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b><br><i>(See Instructions on reverse)</i> |                              |
| TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)<br>WASHINGTON, DC 20408           |            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

|  |   |
|--|---|
| - LEAVE BLANK (NARA use only)  |   |
| JOB NUMBER<br>71-412-03-16   |   |
| DATE RECEIVED<br>9/4/2003  |   |
| NOTIFICATION TO AGENCY<br><br>In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except |   |
| DATE<br>2-3-04   | ARCHIVIST OF THE UNITED STATES<br> |

**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 5 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<br>8/26/03 | SIGNATURE OF AGENCY REPRESENTATIVE<br> | TITLE<br>Agency Records Officer |
|-----------------|--|---------------------------------|

| 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 GRS OR SUPERSEDED JOB CITATION | 10.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 079 - Facility Registry System (FRS) |                                   |                                  |

*Agency*

# EPA Records Schedule 079

**Status:** Final, 02/12/2007

**Title:** Facility Registry System (FRS)

**Program:** Environmental Information

**Applicability:** Agency-wide

**Function:** 404-142-02 - Data Collection

## **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.

- N1-412-03-16

## **Description:**

The Facility Registry System (FRS) is the central authoritative resource for facility identification information. The FRS creates a single, integrated set of facility identification information for each facility by assigning a facility registry identifier (FRI) to uniquely identify each facility. The FRS provides links to environmental data residing in other EPA systems (e.g., Permit Compliance System).

The FRS is currently being implemented in stages and replaces the Facilities Index System (FINDS).

## **Disposition Instructions:**

**Item a:** Electronic software program

- **Disposable**
- Delete when discontinued or when superseded by routine software updates.

**Item b:** Input

- **Disposable**
- Follow instructions for EPA 171 - Input and Source Records.

**Item c:** Electronic data

- **Disposable**
- Keep individual records up to 3 years after completion of action, then delete when no longer needed.

**Item d: Output and reports**

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

**Item e: Supporting documentation**

- **Disposable**
- Destroy when superseded or obsolete.

**Guidance:**

The Collection Strategies Division of the Office of Environmental Information is responsible for implementing the disposition for items a, c, and e. The offices responsible for the individual related systems (e.g., Permit Compliance System), are responsible for the disposition of their data in accordance with their specific schedules:

- EPA 050 - Comprehensive Environmental Response, Compensation, and Liability Information System (CERCLIS)
- EPA 058 - Federal Facility Information System (FFIS)
- EPA 251 - Biennial Reporting System (BRS)
- EPA 252 - Resource Conservation and Recovery Information System (RCRIS)
- EPA 413 - Safe Drinking Water Information System (SDWIS)
- EPA 419 - Permit Compliance System (PCS)
- EPA 496 - Aerometric Information Retrieval System (AIRS)

**Reasons for Disposition:**

FRS is the key component of EPA's Information Integration Initiative (I-3) and supports the Agency's data exchange network. It helps eliminate redundant reporting because cross-media programs can refer to this authoritative source for facility identification information.

**Custodians:**

Office of Environmental Information, Collection Strategies Division

- **Contact:** Pat Garvey
- **Telephone:** 202-566-1687

**Related Schedules:**

EPA 050, EPA 058, EPA 171, EPA 251, EPA 252, EPA 413, EPA 419, EPA 496

**Previous NARA Disposal Authority:**

**Entry:** 11/16/2001

**EPA Approval:** 08/26/2003

**NARA Approval: 02/03/2004**