

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-412-03-021

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.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This schedule is superseded by N1-412-07-068.

Date Reported: 08/31/2020

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE



**This schedule is under development and MAY NOT be used to retire or destroy records. If you have any questions, please contact the Records Help Desk.**

## **EPA Records Schedule 497**

**Development:** 12/15/2003

**Title:** Discrimination Complaints - External

**Program:** Civil Rights

**Applicability:** Agency-wide

**Agency File Code:** CIVL 497

**NARA Disposal Authority:**

- Pending

**Description:**

Records relate to the civil rights violations filed by individuals or groups who allege that their civil rights have been violated by EPA-funded entities. The records include complaints, correspondence, reports, exhibits, notices, depositions, transcripts, and other related documents.

**Disposition Instructions:**

**Item a:** Record copy

- Disposable
- Break file when final decision is written. Keep inactive materials in office one year after file break, then retire to FRC. Destroy 10 years after file break.

**Item b:** Electronic copies created with word processing and electronic mail applications

- Disposable
- Delete when record copy is generated.

**Arrangement:** Arranged numerically by control number.

**Type of Records:** Case files

**Format:** Electronic, Paper

**Functions Supported:** Civil Rights

**Specific Restrictions:**

- None

**Specific Legal Requirements:**

- Civil Rights Act of 1964, amended, 42 U.S.C. 2000d et seq.
- Rehabilitation Act of 1973, as amended, Section 504
- Federal Water Pollution Control Act Amendments of 1972, Public Law 92-500 40 CFR Part 7

**Reasons for Disposition:**

This is a new series of records for environmental justice cases created as a consequence of the new application of environmental/civil rights law. The 10 year retention is adequate for EPA's administrative needs.

**Agency-wide Guidance:**

Environmental Appeals Board Case Files are covered under EPA 083.

**Program Office Guidance:****Custodians:**

Multiple units

**Related Schedules:**

EPA 083

**Previous NARA Disposal Authority:**

**EPA Approval Date:** Pending

**NARA Approval Date:** Pending

**Entry Date:** 03/26/1997

**Last Modified Date:** 12/15/2003