

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)
Environmental Protection Agency

2. MAJOR SUBDIVISION
Superfund

3. MINOR SUBDIVISION
Agency - Wide

4. NAME OF PERSON WITH WHOM TO CONFER
Chris O'Donnell *Chris O'Donnell*

5. TELEPHONE
202-566-1669

LEAVE BLANK (NARA use only)

JOB NUMBER
71-412-04-3

DATE RECEIVED
1-7-2004

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 ARCHIVIST OF THE UNITED STATES
11-10-04 John W. Paul

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 4 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	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
	<i>Chris O'Donnell</i>	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 GRS OR SUPERSEDED JOB CITATION	10.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)
	EPA 015 - Formerly Used Defense Sites (FUDS)		

cc Agency NR

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 015

Development: 04/13/2004

Title: Formerly Used Defense Sites (FUDS)

Program: Superfund

Applicability: Agency-wide

Agency File Code: SUPR 015

NARA Disposal Authority:

- Pending

Description:

Includes documents related to investigation and clean up activities of hazardous waste at formerly used defense sites (FUDS), also known as the Formerly Utilized Sites Remedial Action Program, carried out by the Army Corps of Engineers, in cooperation with EPA. Documentation may include sampling and assessment of contaminated areas, characterization of site conditions, determination of the nature and extent of contamination, selection of response actions, cleanup and closeout of sites, and correspondence with EPA, other federal, state, or Tribal agencies.

Disposition Instructions:

Item a: Record copy - except sites on Tribal lands

- Disposable
- Break file when EPA concurs with notification of no further action from Corps of Engineers. If paper, keep inactive records in office 1 year after file break, then retire to certified records center and destroy 20 years after file break. If electronic, delete 20 years after file break.

Item b: Record copy - sites on Tribal lands

- Permanent
- Break file when EPA concurs with notification of no further action from Corps of Engineers. If paper, keep inactive records in office 1 year after file break, then retire to certified records center and transfer to NARA 20 years after file break. If electronic, transfer to NARA 20 years after file break in a format as specified in 36 CFR 1228.270 or standards applicable at the time.

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

- Disposable
- Delete when record copy is generated.

Arrangement: Arranged by site.

Type of Records: Architectural and engineering, Audiovisual, Cartographic, Case files, Forms, Publications

Format: Electronic, Paper, Photographic

Functions Supported: Superfund Program

Specific Restrictions:

- None

Specific Legal Requirements:

- Superfund Amendments and Reauthorization Act of 1986, Section 211
- Comprehensive Environmental Response, Compensation, and Liability Act, Sections 104 and 106 (42 U.S.C. sections 9604 and 9606)
- Resource Conservation and Recovery Act, as amended, 3008, 3013, 7003, 9003, 9006, 9007 (42 U.S.C. sections 6928, 6934, 6973, 6991b, 6991e, 6991f)
- Safe Drinking Water Act, as amended, Section 1431 (42 U.S.C. section 300i)
- 40 CFR 141-146
- 40 CFR 271, 281
- 40 CFR 300, 302
- Executive Order 12580

Reasons for Disposition:

The Corps of Engineers is the lead agency for FUDS, but they are required to coordinate with EPA according to 10 U.S.C. Sec. 2701. The retention for the record copy (for sites not on Tribal lands) maintained by EPA is consistent with the retention for enforcement case files, EPA 207 (N1-412-95-7/5). NARA has determined that records for sites on Tribal lands are permanent.

Agency-wide Guidance:

Records for FUDS placed on the NPL become part of the remedial site file and are covered by EPA 014. Records for EPA removal actions are covered by EPA 013. Records for program enforcement actions other than Superfund are covered by EPA 207.

Program Office Guidance:

Custodians:

Multiple units

Related Schedules:

EPA 013, EPA 014, EPA 207

Previous NARA Disposal Authority:

EPA Approval Date: Pending

NARA Approval Date: Pending

Entry Date: 06/18/2001

Last Modified Date: 04/13/2004

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EPA Records Schedule 015

Development: 12/19/2003

Title: Formerly Used Defense Sites (FUDS)

Program: Superfund

Applicability: Agency-wide

Agency File Code: SUPR 015

NARA Disposal Authority:

- Pending

Description:

Includes documents related to investigation and clean up activities of hazardous waste at formerly used defense sites (FUDS), also known as the Formerly Utilized Sites Remedial Action Program, carried out by the Army Corps of Engineers, in cooperation with EPA. Documentation may include sampling and assessment of contaminated areas, characterization of site conditions, determination of the nature and extent of contamination, selection of response actions, cleanup and closeout of sites, and correspondence with EPA, other federal or state agencies.

Disposition Instructions:

Item a: Record copy

- Disposable
- Break file when EPA concurs with notification of no further action from Corps of Engineers. Keep inactive records in office 1 year after file break, then retire to FRC. Destroy 20 years after file break.

Item b: Copies on optical disks and CD-ROMs

- Disposable
- Destroy when no longer needed for reference, retention not to exceed 20 years after file break.

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

- Disposable
- Delete when record copy is generated.

Arrangement: Arranged by site.

Type of Records: Architectural and engineering, Audiovisual, Cartographic, Case files, Forms, Publications

Format: Electronic, Paper, Photographic

Functions Supported: Superfund Program

Specific Restrictions:

- None

Specific Legal Requirements:

- Superfund Amendments and Reauthorization Act of 1986, Section 211
- Comprehensive Environmental Response, Compensation, and Liability Act, Sections 104 and 106 (42 U.S.C. sections 9604 and 9606)
- Resource Conservation and Recovery Act, as amended, 3008, 3013, 7003, 9003, 9006, 9007 (42 U.S.C. sections 6928, 6934, 6973, 6991b, 6991e, 6991f)
- Safe Drinking Water Act, as amended, Section 1431 (42 U.S.C. section 300i)
- 40 CFR 141-146
- 40 CFR 271, 281
- 40 CFR 300, 302
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Agency-wide Guidance:

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Program Office Guidance:

Custodians:

- **Contact:** Nancy Yarberry
- **Mail Code:**
- **Telephone:** 214-665-6537
- **Location:** Dallas, Texas
- **Inclusive Dates:**
- **Volume on Hand:**
- **Annual Accumulation:**

Related Schedules:

EPA 013, EPA 014, EPA 207

Previous NARA Disposal Authority:

EPA Approval Date: Pending

NARA Approval Date: Pending

Entry Date: 06/18/2001

Last Modified Date: 12/19/2003