

This schedule is in development. It may not be used to retire or destroy records. If you have any questions, please contact the [Records Help Desk](#).

EPA Records Schedule 218

Status: Development, 09/30/2007

Title: Transportation Plans

Program: Air

Applicability: Regions

Function: 108-025-01-01-02 - Manage Mobile Air Pollution Sources

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.

- Pending

Description:

Contains information used in developing plans to achieve national ambient air quality standards through a reduction of vehicle miles of travel. Records consist of transportation control plans, conformity determinations, studies, employer incentive plans, strategy papers, copies of emissions standards, meeting notices, concurrence requests, and other related records. Final transportation control plans become part of state implementation plans (SIPs); conformity determinations do not.

Disposition Instructions:

Item a: Transportation control plans

- **Disposable**
- Close inactive records upon completion of plans.
- Destroy 7 years after file closure.

Item b: Transportation conformity determinations

- **Disposable**
- Close inactive records upon amendment of plans.
- Destroy 4 years after file closure.

Guidance:

State Implementation Plans (SIPs) are scheduled as EPA 217. Other regional records relating to implementation and management of air quality standards are covered in EPA 216 for air quality management files.

Specific legal requirements include:

- Clean Air Act, as amended, Section 176(c)
- 40 CFR Part 51

Reasons for Disposition:

The disposition instructions have been rewritten as media neutral to allow for maintaining the record copy in EPA's electronic recordkeeping system. The title and description have been revised. Transportation conformity determinations have been added as item b. The retention for item a has not changed. The retention for item b is based on a 4-year cycle of amendments.

Item b for electronic copies created with word processing and electronic mail applications deleted 08/17/2006 pursuant to NARA Bulletin 2006-04.

Custodians:

Multiple units

Related Schedules:

EPA 216, EPA 217

Previous NARA Disposal Authority:

NC1-412-85-18/13

Entry: 04/20/1992

EPA Approval: Pending

NARA Approval: Pending