

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>NI-412-09-4</i>	
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED <i>2/5/09</i>	
1. FROM (Agency or establishment) U.S. Environmental Protection Agency		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 Adisposition not approved≡ or Awithdrawn≡ in column 10.	
2. MAJOR SUBDIVISION Air			
3. MINOR SUBDIVISION Headquarters			
4. NAME OF PERSON WITH WHOM TO CONFER John B. Ellis	5. TELEPHONE 202-566-1643	DATE <i>2/5/09</i>	ARCHIVIST OF THE UNITED STATES <i>Adrienne Thomas</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 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, <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE <i>1/29/09</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>John B. Ellis</i>	TITLE 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 GRS OR SUPERSEDED JOB CITATION	10.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 158 - Fuel Reporting System (DCFuels)		

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 158

Status: Development, 01/31/2009

Title: Fuel Reporting System (DCFuels)

Program: Air

Applicability: Headquarters

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:

The Fuel Reporting System (DCFuels) includes compliance data related to gasoline, diesel fuel and a variety of fuels and fuel additives. The data are collected from refiners, importers, independent laboratories, and fuel and fuel additive manufacturers. DCFuels includes two types of data: (1) Fuel and Fuel Additive Registration (DCFFARS) for registration of companies and products; and (2) Reformulated Gasoline and Anti-Dumping Database (RFG/AD) for compliance reporting.

DCFFARS data supports the registration of fuels and fuel additive products prior to their introduction into commerce and provides information which protects the public from motor fuel/additives which may produce environmental harm.

RFG/AD collects data for a variety of activities including averaging, banking and trading programs, quarterly and annual compliance demonstration, and product quality parameters from a variety of submitters. Reporting programs under RFG/AD include: Reformulated Gasoline and Anti-Dumping, Tier 2 Gasoline Sulfur, Ultra Low Sulfur Diesel, MSAT Gasoline Toxics, RFS, and MSAT-2 Gasoline Benzene. The compliance information provides a picture of fuel production and characteristics useful in developing air pollution control strategies and is used to pursue alleged civil and criminal violations.

Submissions are currently in paper and electronic; electronic submissions are done through EPA's Central Data Exchange (CDX) which is scheduled separately (EPA 097).

Disposition Instructions:

Item a: Electronic software program

The Office of Air and Radiation, Transportation and Regional Program Division is responsible for the disposition of this item.

~~Disposable~~

Non record

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

Item b: Input

- ~~Various~~
- Follow instructions for EPA 171.

Item c: Electronic data - registration

The Office of Air and Radiation, Transportation and Regional Program Division is responsible for the disposition of this item.

- **Disposable**
- Delete when no longer needed to ensure compliance.

Item d: Electronic data - compliance reporting

The Office of Air and Radiation, Transportation and Regional Program Division is responsible for the disposition of this item.

- **Disposable**
- Delete 10 years after submission year.

Item e: Output and reports

- ~~Various~~
- File with the related records and follow instructions for the related records.

Item f: System documentation

The Office of Air and Radiation, Transportation and Regional Program Division is responsible for the disposition of this item.

- ~~Disposable~~
- Follow the instructions for EPA 304, item a(1).

Guidance:

See EPA 097 for CDX.

Reasons for Disposition:

DCFuels supports EPA's efforts to register fuel and fuel additives and ensure compliance with regulations. The retention meets program needs.

The following change was made in the 01/31/2009 version:

- Revised minor wording and added cross reference in description.

The following change was made in the 07/31/2008 version:

- Revised description.

The following changes were made in the 05/31/2008 version:

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

Custodians:

Office of Air and Radiation, Transportation and Regional Program Division

- **Contact:** John Weihrauch
- **Telephone:** 202-343-9477

Related Schedules:

EPA 097, EPA 170, EPA 171, EPA 304

Previous NARA Disposal Authority:

Entry: 10/25/2007

EPA Approval: Pending

NARA Approval: Pending