

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

**TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)
U.S. Environmental Protection Agency

2. MAJOR SUBDIVISION
Regional Offices

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
David O. Stephens

5. TEL. EXT.
755-0830

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED JAN 19 1976	JOB NO. NC1-412-76-1
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10.	
3-8-76 Date	<i>James B. Hoode</i> Archivist of the United States

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 37 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

1/14/76 (Date) *Harold R. Masters* (Signature of Agency Representative) Chief, Administrative Management Br. (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	The attached records control schedules for Regional Records are intended to provide records disposition authority for the program records in all ten EPA regional offices. Included are series descriptions and retention and disposition provisions for the following program areas:		
1-15	Records of the Regional Administrator, Staff Offices, and Ancillary Programs		
1-22	Air and Hazardous Materials Program Records		
1-28	Water Program Records		
1-11	Enforcement Program Records		
1-12	Surveillance and Analysis Program Records		
<i>Changes agreed to and approved by David O Stephens 2-20-76</i>			

Copy to Agency 3-12-76 (10)