

NC 116 6 apr 81 147

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK.	
JOB NO NC1-412-81-8	
DATE RECEIVED April 6, 1981	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
10-28-81 Date	<i>[Signature]</i> Archivist of the United States

TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)
Environmental Protection Agency

2. MAJOR SUBDIVISION
Management and Organization Division

3. MINOR SUBDIVISION
Administrative Management Branch

4. NAME OF PERSON WITH WHOM TO CONFER
Thomas Tasker

5. TEL EXT
755-0840

6. CERTIFICATE OF AGENCY REPRESENTATIVE.

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 15 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE 3-31-81	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> Harold R. Masters	E. TITLE Chief, Admin. Management Branch (PM-213)
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1-14	The attached records control schedules provide series descriptions and retention and disposition provisions for the Air Machine-readable records.		

no mass data change required

14 items

*Closed Out: 12-30-81: X.T.D.
Copy to 4NC, 5NCD & NNB Agency*

U.S. ENVIRONMENTAL PROTECTION AGENCY—RECORDS CONTROL SCHEDULES

SCHED. NO.

TITLE OF SCHEDULE

COVERAGE OF SCHEDULE

ITEM NO.

NAME AND DESCRIPTION OF RECORD/FILE

RETENTION PERIOD AND DISPOSITION

1. Air Quality Analysis and Simulation Studies. PURPOSE - This system consists of miscellaneous programs that are used to perform various data analyses and air quality simulations. Examples of programs in this category include: photochemical model simulations with OZIPP, modified rollback simulations, calculations of emission factors using mobile 1, and retrieval and analysis of RAPS data. SCOPE - This system only consists of various FORTRAN and COBOL programs. Data bases accessed by these programs, e.g., RAPS, SAROAD, etc., are separate systems.

Retention: Retain 5 years after completion of project.

Disposition: Break file upon completion or termination. Store tapes at Data Center Tape Library for 2 years, then transfer to the FRC. Keep in FRC for 3 years, then destroy.

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2.

Emission Density Plotting Program. PURPOSE - The Emission Density Plotting Program is a data base used for plotting emission density maps of counties within the U.S. The emission data is derived from the National Emission Data System (NEDS). SCOPE - The system is used to plot emission densities for point sources, area sources or both for five pollutants stored in NEDS on a county selection basis.

Retention: Retain 10 years after completion of project.

Disposition: Break file upon completion or termination. Store tapes at Data Center Tape Library for 3 years, then transfer to the FRC. Keep in FRC for 7 years, then destroy.

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3.

Energy Data System. PURPOSE - The Energy Data System is used to maintain energy and environment data base for analysis of the impact of regulations on utility boilers and other fuel burning sources. SCOPE - It will integrate all energy-related data presently in EPA's data banks (e.g. SIPS, NEDS, SAROAD, FPE-67,) into one data file for quick-response, interactive access by the Strategies and Air Standards Division. The requested reports will contain a wide range of energy information and will cover such areas as:

- Fuel use summaries by geographical region and by fuel-consuming categories.
- Emission and Equipment installed at large fuel burning sources.
- Regulations applicable to large fuel burning sources.
- Compliance schedules and status.
- Modeling results for large power plants; and
- Air quality data in the vicinity of large power plants.

WITHDRAWN!

~~Retention: Permanent~~

~~Disposition: Transfer records to the National Archives and Records Service when the program is discontinued.~~

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4. Hazardous and Trace Emissions System. PURPOSE - HATREMS is designed to store, generate, retrieve, and report on all non NEDS pollutant emissions (such as lead). SCOPE - The HATREMS system provides storage of non criteria pollutant emissions information for facilities registered on the National Emissions Data System (NEDS).

Permanent.

Disposition: Transfer records to the National Archives and Records Service when the program is discontinued or when the records are 30 years old, whichever occurs first.

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Light Duty Emission Certification System. PURPOSE - The system is used to keep track of all light duty vehicles submitted for the purpose of emission certification or fuel economy labeling. It is used to associate the results of any tests with those vehicles tested, calculate deterioration factors, calculate emission levels from raw instrument readings, and calculate certification levels of emissions. SCOPE - This system contains vehicle emission test results, fuel economy data, manufacturer's test result and fuel economy data for a vehicle model years 1975 to present.

Retention: Retain 10 years after completion of project.

Disposition: Break file upon completion or termination. Store tapes at Data Center Tape Library for 3 years, then transfer to FARC. Maintain for 7 years then destroy.

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Meteorological Data Management. PURPOSE - The Meteorological Data System is used to update and maintain a set of meteorological data files in formats for statistical processing and air quality modeling. SCOPE - It contains over 13 million entries of WBAN Hourly Surface Observations, Form 144 collected from over 500 United States Weather Service Stations (NOAA, Air Force, Army, Navy).

Retention: Retain 10 years after completion of project.
Disposition: Break file upon completion or termination. Store tapes at Data Center Tape Library for 3 years, then transfer to FARC. Maintain for 7 years then destroy.

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7. National Emissions Data Systems. PURPOSE - NEDS is a centralized data base which accepts, stores, and reports on information relating to sources of any of the five criteria pollutants (particulates, SoX, NoX, and Hydrocarbons). SCOPE - It contains approximately 80 items of technical data for more than 100,000 individual pollution sources throughout the nation. Approximately the same number of area-source data items are kept for each of the 3,200 counties or equivalents in the U.S. Annual emissions for each individual point source are automatically calculated from the source's operating characteristics and pollution control efficiencies. Thus the NEDS system provides both a source and emissions inventory and is organized in two major files (point and area) in which all data are organized for reporting purposes.

PERMANENT:

Disposition: Transfer records to the National Archives and Records Service when the program is discontinued or when the records are 30 years old, whichever occurs first.

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8.

Plans Review Management System. PURPOSE - The PRMS system assists in the analysis of the need for review of State Implementation Plans. This system also aids in the determination of possible nonattainment of the National Ambient Air Quality Standards by particular Air Quality Control Regions. SCOPE - There will be two principal outputs, from this system: (1) the Table of Air Quality Values and associated graphical displays for each monitoring site in the Air Quality Control Regions, and (2) a summary by Air Quality Regions of each monitoring site within the Region giving the latest available air quality data.

Retention: Retain 3 years after completion of project.

Disposition: Break file upon completion or termination. Store tapes at Data Center Tape Library for 3 years, then destroy.

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9. ~~Precision and Accuracy Reporting System (PARS). PURPOSE - The PARS system provides data management analysis and reporting capabilities for precision and accuracy of aerometric data collected by local, state, and regional offices. SCOPE - The data base contains statistical summary information which is updated quarterly. The data base is linked (although independent) to the SAROAD system.~~

~~WITHDRAWN
Retention: Permanent~~

~~Disposition: Transfer records to the National Archives and Records Service when the program is discontinued.~~

RECORDS MANAGEMENT MANUAL

U.S. ENVIRONMENTAL PROTECTION AGENCY—RECORDS CONTROL SCHEDULES

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SAI Airshed Model. PURPOSE - The SAI Airshed Model calculates concentrations of reactive and inert air pollutants through simulation of physical and chemical processes that take place in the atmosphere. The Model is a required tool in accessing the overall strategies for oxidant control. SCOPE - The SAI model is a photochemical dispersion model used to simulate photochemical pollutant concentrations in urban areas. The Model is presently in a research status.

Retention: Retain 20 years after completion of project.

Disposition: Break file upon completion or termination. Store tapes at Data Center Tape Library for 3 years, then transfer to the FRC. Keep in FRC for 17 years, then destroy.

RECORDS MANAGEMENT MANUAL

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Single Source Model. PURPOSE - The system is used to simulate atmospheric dispersion processes for calculating ambient concentration levels of atmospheric contaminants based on Gaussian assumptions and applicable to non-reactive pollutants emitted from well-defined point sources. SCOPE - This model produces maximum concentrations for certain averaging times between 1-hour and 24-hours, over a one year period due to a single point source of up to 19 stacks; it determines meteorological conditions which cause maximum concentrations and optionally produces raw concentrations useful in calculating frequency distributions for various averaging times.

Retention: Retain 8 years after completion of project.

Disposition: Break file upon completion or termination. Store tapes at Data Center Tape Library for 2 years, then transfer to the FRC. Keep in FRC for 6 years, then destroy.

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Source Test Data System. PURPOSE - SOTDAT provides an automated means of updating and improving emission factors for specific source classification codes. SCOPE - The SOTDAT system is designed to store and retrieve all of the relevant technical data collected during the measurement of pollutant emissions from point sources. Other applications of the system include equipment performance evaluations, cost analyses of pollution control equipment, and support to EPA surveillance and Enforcement Activities.

Retention: Retain 10 years after completion of project.

Disposition: Break file upon completion or termination. Store tapes at Data Center Tape Library for 3 years, then transfer to FARC. Maintain for 7 years then destroy.

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Storage and Retrieval of Aerometric Data (SAROAD). PURPOSE SAROAD is a centralized data bank used to identify levels of air pollution, analyze effects of implemented control strategies and evaluate trends of pollutant concentrations in the atmosphere. SCOPE - It contains over 300 million raw data values collected at more than 15,000 sites. Each value represents a discrete measurement of pollutant concentration in the atmosphere at a given monitoring site over a period of time.

PERMANENT:

Disposition: Transfer records to the National Archives and Records Service when program is discontinued or when the records are 30 years old, whichever occurs first.

RECORDS MANAGEMENT MANUAL

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Vehicle Fuels Evaluation Testing. PURPOSE - The data base consists of data collected in the evaluation of the effect of various fuels and fuel additives on vehicle emissions. The data consists of hydrocarbons, carbon monoxide, carbon dioxide, nitrous oxides, some particulate, and some evaporative emission data. SCOPE - Tests are conducted on vehicles and devices installed on vehicles to reduce emissions from the vehicles. Tests can range from 1 day to 6 months depending on the complexity of the tests.

Retention: Retain 10 years after completion of program.

Disposition: Break file upon completion or termination. Store tapes at Data Center Tape Library for 3 years, then transfer to the FRC. Keep in FRC for 7 years, then destroy.