Schedule Number: NC1-412-81-09

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

  Item 1 was superseded by N1-412-99-002 item 3 and N1-412-07-002 item 5
  Item 2 was superseded by N1-412-99-002 item 2
**REQUEST FOR RECORDS DISPOSITION AUTHORITY**
(See Instructions on reverse)

**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 3 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.
   - [x] B Request for disposal after a specified period of time or request for permanent retention.

7. **DATE:**
   3-31-81

8. **DESCRIPTION OF ITEM**
   (With Inclusive Dates or Retention Periods)
   1-2 The attached records control schedules provide series descriptions and retention and disposition provisions for the Environmental Review Machine-readable records.

9. **SAMPLE OR JOB NO.:**

10. **ACTION TAKEN:**

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*STANDARD FORM 115*
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4
### 109 Review System

**PURPOSE** - The system is used to review all major Federal actions impacting the Environment. The system is primarily a tracking system to assure timely review, regional coordination, and categorization of EPA comments and public availability of EPA comments.

**SCOPE** - The system maintains one record for each document reviewed (type, status, date received, name, date due, comment date & code).

<table>
<thead>
<tr>
<th>NAME AND DESCRIPTION OF RECORD/FILE</th>
<th>RETENTION PERIOD AND DISPOSITION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PERMANENT</strong></td>
<td>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.</td>
</tr>
</tbody>
</table>
## National Environmental Policy Act (NEPA) Filing System

**PURPOSE** - The NEPA System is used to record the official filing of EIS's by Federal agencies and to provide a report to be published in the Federal Register each week of EIS availability.

**SCOPE** - The system maintains one record for each project which is the subject of an EIS. The record includes: lead agency, status, previous status, date filed, location, brief abstract of proposal, and control number.

**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.