

## Request for Records Disposition Authority

Records Schedule Number **DAA-0412-2013-0010**

Schedule Status **Approved**

Agency or Establishment **Environmental Protection Agency**

Record Group / Scheduling Group **Records of the Environmental Protection Agency**

Records Schedule applies to **Agency-wide**

Schedule Subject **Regulatory Development and Implementation, and Dockets**

Internal agency concurrences will be provided **No**

Background Information **This schedule covers records related to the activities associated with developing, amending, or repealing regulations, policies, and guidance to implement law. This includes, but is not limited to: rulemaking, policy and guidance development to assist in the interpretation and implementation of regulations; public comments regarding proposed and final rules; rule publication of proposed and final rules in the Federal Register and Code of Federal Regulations. It also covers general, nonrulemaking dockets and Federal Register notices used to provide information to and ask for comments from the public for nonrulemaking activities.**

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
<b>4</b>	<b>1</b>	<b>3</b>	<b>0</b>

GAO Approval

## Outline of Records Schedule Items for DAA-0412-2013-0010

Sequence Number	
1	Regulatory Development and Implementation, and Dockets
1.1	Final substantial rulemakings and related development and implementation records Disposition Authority Number: DAA-0412-2013-0010-0001
1.2	General dockets and nonsubstantial rulemaking records Disposition Authority Number: DAA-0412-2013-0010-0002
1.3	Nonfinal rulemakings and state standards records Disposition Authority Number: DAA-0412-2013-0010-0003
1.4	Other regulatory development and implementation records Disposition Authority Number: DAA-0412-2013-0010-0004

## Records Schedule Items

Sequence Number	
1	Regulatory Development and Implementation, and Dockets
1 1	<p data-bbox="367 474 1498 506">Final substantial rulemakings and related development and implementation records</p> <p data-bbox="367 527 1498 559">Disposition Authority Number      DAA-0412-2013-0010-0001</p> <p data-bbox="367 580 1498 1919">Includes, but is not limited to: Substantial rulemaking records that receive intense public or media attention or congressional scrutiny, set legal precedents, relate to major historical events, or are involved in extensive litigation, including published, or to be published, regulations, standards, and guidelines, including public and internal comments, Office of Management and Budget (OMB) comments, hearing transcripts, meeting minutes, workgroup records, background documents, regulatory impact analyses under Executive Order 12866, and other technical support material (e.g., risk assessments, scientific reports) generated during the process to develop and approve the regulation, standard, or guideline, including all documents that make up the final regulatory docket and administrative record; Designation petitions for sole source aquifers as authorized by section 1424(e) of the Safe Drinking Water Act of 1974, consisting of petitions, information related to the public, public notices, hearing documentation, correspondence, memoranda of understanding, narratives, maps, engineering reports, comments from the public, and related records; Directives and policy guidance documents issued by programs and regions to assist with the implementation of regulations, including official policy decisions, delegations of authority, memos setting policy or issuing guidance, operating guidance, procedures manuals, technical resource documents, related background materials, and similar records that may be in the form of a program directives system or a program compendium; Petitions to issue, amend, or repeal a rule (e.g., Toxic Substances Control Act, as amended, Section 21 citizens petitions) or an order, consisting of records of EPA action taken in response to a petition, determinations to grant or deny the petition and substantiate the decision, which could result in an issuance of a new rule, amendment to an existing rule, or repeal of an existing rule; State and other entity program authorization and approval files, consisting of records that document the process for authorizing operation of a program by states and other entities in lieu of a federal program, including applications with background and supporting documentation, correspondence, copies of statutes and regulations, interim authorizations, documentation of public participation activities, documents related to EPA's review and determination of the program, development of enforcement and environmental standards, as well as authorization withdrawals as they apply to the initial program authorization and subsequent revisions; and State, tribal, and federal implementation plans (SIPs, TIPs, and FIPs), consisting of records documenting the process for applying plans for the attainment and maintenance of national ambient air quality standards for certain criteria pollutants in a given area under section 110 of the Clean Air Act (CAA), including plans establishing</p>

emission standards to control designated pollutants upon EPA publication of final emission guidelines for designated facilities in accordance with section 111(d) of the CAA, amendments, correspondence, copies of statutes and regulations, documentation of public participation activities, EPA's review and determination of the program, technical support documents, Federal Register notices, action memoranda, communications strategies, public comments, review forms, records related to the inspection and maintenance programs required by implementation plans, and related records.

Final Disposition Permanent

Item Status Active

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

Manual Citation	Manual Title
EPA 1023 item a	

GRS or Superseded Authority Citation

N1-412-06-7a(1)  
N1-412-06-7a(2)  
N1-412-07-2/6a(1)  
N1-412-07-2/6a(2)  
N1-412-04-4a  
N1-412-07-2/8a(1)  
N1-412-07-2/8a(2)  
NC1-412-85-17/23a(1)  
NC1-412-85-17/23a(2)  
N1-412-07-59/3a(1)  
N1-412-07-59/3a(2)  
N1-412-07-30a(1)  
N1-412-07-30a(2)  
N1-412-07-2/10a(1)  
N1-412-07-2/10a(2)  
N1-412-07-27a(1)  
N1-412-07-27a(2)  
N1-412-007-27b(1)  
N1-412-007-27b(2)  
N1-412-07-11a(1)  
N1-412-07-11a(2)  
N1-412-07-59/10a(1)  
N1-412-07-59/10a(2)

N1-412-07-2/13a(1)

N1-412-07-2/13a(2)

**Disposition Instruction**

Cutoff Instruction

Close at end of calendar year or upon completion of action.

Transfer to the National Archives  
for Accessioning

Transfer to the National Archives 15 years after file closure.

**Additional Information**

What will be the date span of the  
initial transfer of records to the  
National Archives?

Unknown  
Transfer of these records is ongoing.

How frequently will your agency  
transfer these records to the  
National Archives?

Unknown  
Transfer of these records is ongoing.

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**General dockets and nonsubstantial rulemaking records**

Disposition Authority Number

DAA-0412-2013-0010-0002

**Includes:** Nonsubstantial rulemaking records that have not met the threshold for substantial rulemaking records covered in item a; and General dockets containing documents not directly related to EPA's regulations that are made available for public review, and often, associated public comments.

Final Disposition

Temporary

Item Status

Active

Is this item media neutral?

Yes

Do any of the records covered  
by this item currently exist in  
electronic format(s) other than e-  
mail and word processing?

Yes

Do any of the records covered  
by this item exist as structured  
electronic data?

Yes

Manual Citation	Manual Title
EPA 1023 item b	

GRS or Superseded Authority  
Citation

N1-412-04-4a

**Disposition Instruction**

1.3

Cutoff Instruction Close at end of calendar yer or upon completion of action.

Retention Period Destroy 20 year(s) after file closure.

Additional Information

GAO Approval Not Required

Nonfinal rulemakings and state standards records

Disposition Authority Number DAA-0412-2013-0010-0003

Includes, but is not limited to: Directives and policy guidance documents that are not issued or released to the public; Nonfinal regulations, standards, and guidelines, including public and internal comments, OMB comments, hearing transcripts, meeting minutes, background documents, and other technical support material generated during the development and approval process; Records related to the development of enforcement and environmental standards by states and territories and submitted to EPA for review and approval, consisting of letters requesting legal interpretation and opinions, copies of state acts or programs, regional office reviews and comments, technical reviews, and related records; and Rulemaking committees and workgroup materials for nonfinal regulations, including meeting records, organizing charters, reports, and related records.

Final Disposition Temporary

Item Status Active

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

Manual Citation	Manual Title
EPA 1023 item c	

GRS or Superseded Authority Citation  
N1-412-06-7b  
N1-412-07-2/6b  
N1-412-04-4b  
N1-412-07-58/3b  
N1-412-07-2/13b  
N1-412-07-53/5a

Disposition Instruction

1.4

Cutoff Instruction	Close at end of calendar year or upon completion of action.
Retention Period	Destroy 10 year(s) after file closure.
Additional Information	
GAO Approval	Not Required
Other regulatory development and implementation records	
Disposition Authority Number	DAA-0412-2013-0010-0004
Includes, but is not limited to: Federal Register notices that are not maintained in a docket; Information Collection Requests (ICR) and Information Collection Budgets (ICB) submitted to OMB and Congress, including reports, responses to OMB's request for information, supporting statements, OMB forms, correspondence, statistics, comments, and other records relating to the justification of the information collection and its approval by EPA and OMB; and Transportation plans developed to achieve national ambient air quality, consisting of transportation control plans that become part of SIPs, conformity determinations, studies, and related records.	
Final Disposition	Temporary
Item Status	Active
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
Do any of the records covered by this item exist as structured electronic data?	Yes

Manual Citation	Manual Title
EPA 1023 item d	

GRS or Superseded Authority Citation	N1-412-07-24a N1-412-07-24b N1-412-08-13a N1-412-08-13b N1-412-07-1/12a N1-412-07-68/4a
Disposition Instruction	
Cutoff Instruction	Close at end of the calendar year or upon completion of action.

Retention Period	Destroy 5 year(s) after file closure.
Additional Information	
GAO Approval	Not Required



## 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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

## Signatory Information

Date	Action	By	Title	Organization
07/02/2013	Certify	John Ellis	Agency Records Officer	Office of Environmental Information - Office of Information Collection
07/09/2013	Return for Revision	Henry Wolfinger	Appraiser	National Archives and Records Administration - Records Management Services
08/09/2013	Submit For Certification	Sandy York	Records Information Manager V	Office of Environmental Information - records and Content Management Branch
08/20/2013	Certify	John Ellis	Agency Records Officer	Office of Environmental Information - Office of Information Collection
10/15/2015	Return for Revision	Jessica Blessman	Appraisal Archivist	National Archives and Records Administration - Records Management Services
11/03/2015	Submit For Certification	Sandy York	Records Information Manager V	Office of Environmental Information - records and Content Management Branch
11/09/2015	Certify	John Ellis	Agency Records Officer	Office of Environmental Information - Office of Information Collection
02/01/2016	Return for Revision	Jessica Blessman	Appraisal Archivist	National Archives and Records Administration - Records Management Services
02/02/2016	Submit For Certification	Sandy York	Records Information Manager V	Office of Environmental Information - records and Content Management Branch

02/03/2016	Certify	John Ellis	Agency Records Officer	Office of Environmental Information - Office of Information Collection
03/01/2016	Submit for Concurrence	Kate Flaherty	Appraiser	National Archives and Records Administration - Records Management Services
03/01/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/01/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/02/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist

**Business Reference Model (BRM) Category – 306 Regulatory Development**

Activities associated with developing regulations, policies, and guidance to implement laws. This includes, but is not limited to: rulemaking, policy and guidance development to assist in the interpretation and implementation of regulations; public comments regarding proposed and final rules; and rule publication of proposed and final rules in the Federal Register and Code of Federal Regulations. It also covers general, nonrulemaking dockets and Federal Register notices used to provide information to and ask for comments from the public for nonrulemaking activities.

<b>Previous Schedule</b>	<b>Previous Title</b>	<b>Previous Retention</b>	<b>New Schedule</b>
007a(1) N1-412-06-7a(1)	Directives and Policy Guidance Documents Issued by Specific Programs and Regions – Published or released to the public and related background materials – Nonelectronic	Close inactive records upon issuance or publication or when superseded. Transfer to the National Archives in 5 year blocks, 20 years after file closure.	1023a
007a(2) N1-412-06-7a(2)	Directives and Policy Guidance Documents Issued by Specific Programs and Regions – Published or released to the public and related background materials – Electronic	Close inactive records upon issuance or publication or when superseded. Transfer to the National Archives 5 years after file closure, with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.	1023a
007a(3) N1-412-06-7a(3)	Directives and Policy Guidance Documents Issued by Specific Programs and Regions – Published or released to the public and related background materials – Electronic copy of records transferred to the National Archives	Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives.	1023 guidance 008a
007b N1-412-06-7b	Directives and Policy Guidance Documents Issued by Specific Programs and Regions – Unpublished or not released to the public and related background materials	Close inactive records upon decision to not publish or issue. Destroy 10 years after file closure.	1023c
149a(1) N1-412-07-2/6a(1)	Regulations, Standards, and Guidelines – Published regulations, standards, and guidelines – Nonelectronic	Close inactive records upon promulgation of rule or approval of guideline. Transfer to the National Archives 20 years after file closure. If record is microform, destroy paper after quality assurance is completed.	1023a
149a(2) N1-412-07-2/6a(2)	Regulations, Standards, and Guidelines – Published regulations, standards, and	Close inactive records upon promulgation of rule or approval of guideline.	1023a

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June 17, 2013

<b>Previous Schedule</b>	<b>Previous Title</b>	<b>Previous Retention</b>	<b>New Schedule</b>
	guidelines – Electronic	Transfer to the National Archives 5 years after file closure, with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.	
149a(3) N1-412-07-2/6a(3)	Regulations, Standards, and Guidelines – Published regulations, standards, and guidelines – Electronic copy of records transferred to the National Archives	Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives.	1023 guidance 008a
149b N1-412-07-2/6b	Regulations, Standards, and Guidelines – Unpublished regulations, standards, and guidelines	Close inactive records upon decision to not publish the regulation, standard, or guideline. Destroy 10 years after file closure. If record is microform, destroy paper after quality assurance is completed.	1023c
150a N1-412-04-4a	Dockets – Final docket	Close inactive records after publication of rule or close of docket. Destroy 20 years after file closure.	1023a and 1023b
150b N1-412-04-4b	Dockets – Inactive, nonfinal docket, and documents of short-term value	Close inactive records 5 years after last activity. Destroy 5 years after file closure.	1023c
199a N1-412-07-24a	Information Collection Requests and Reports – Information collection budget reports submitted to OMB and Congress	Close inactive records after submission of annual report to OMB. Destroy 5 years after file closure.	1023d
199b N1-412-07-24b	Information Collection Requests and Reports – Information collection requests submitted to OMB for approval	Close inactive records on approval or disapproval of request. Destroy 7 years after file closure.	1023d
204a(1) N1-412-07-2/8a(1)	State and Other Entity Program Authorization and Approval Files – Record copy – Nonelectronic	Close inactive records at end of year or after new authorization is signed. Transfer to the National Archives in 5 year blocks 20 years after file closure.	1023a
204a(2) N1-412-07-2/8a(2)	State and Other Entity Program Authorization and Approval Files – Record copy – Electronic	Close inactive records at end of year or after new authorization is signed. Transfer to the National Archives 5 years after file closure, with any related documentation and external	1023a

Crosswalk for schedule 1023  
June 17, 2013

<b>Previous Schedule</b>	<b>Previous Title</b>	<b>Previous Retention</b>	<b>New Schedule</b>
		finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.	
204a(3) N1-412-07-2/8a(3)	State and Other Entity Program Authorization and Approval Files – Electronic copy of records transferred to the National Archives	Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives.	1023 guidance 008a
212a(1) NC1-412-85-17/23a(1)	Sole Source Aquifer Files – Record copy – Nonelectronic	Close inactive records at end of year. Transfer to the National Archives 25 years after file closure.	1023a
212a(2) NC1-412-85-17/23a(2)	Sole Source Aquifer Files – Record copy – Electronic	Close inactive records at end of year. Transfer to the National Archives 5 years after file closure with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.	1023a
212a(3) NC1-412-85-17/23a(3)	Sole Source Aquifer Files – Electronic copy of records transferred to the National Archives	Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives.	1023 guidance 008a
217a(1) N1-412-07-59/3a(1)	State, Tribal and Federal Implementation Plans – Record copy – Nonelectronic	Close inactive records as plans are revised or superseded. Transfer to the National Archives in 5 year blocks 20 years after file closure.	1023a
217a(2) N1-412-07-59/3a(2)	State, Tribal and Federal Implementation Plans – Record copy – Electronic	Close inactive records as plans are revised or superseded. Transfer to the National Archives 5 years after file closure with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.	1023a
217a(3) N1-412-07-59/3a(3)	State, Tribal and Federal Implementation Plans – Electronic copy of records transferred to the National Archives	Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives.	1023 guidance 008a
218a N1-412-08-13a	Transportation Plans – Transportation control plans	Close inactive records upon completion of plans. Destroy 7 years after file closure.	1023d

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June 17, 2013

<b>Previous Schedule</b>	<b>Previous Title</b>	<b>Previous Retention</b>	<b>New Schedule</b>
218b N1-412-08-13b	Transportation Plans – Transportation conformity determinations	Close inactive records upon completion of plans. Destroy 4 years after file closure.	1023d
260a(1) N1-412-07-30a(1)	TSCA Section 21 Citizens Petitions – Record copy – Nonelectronic	Close inactive records 1 year following issuance of the Agency’s finding or decision. Transfer to the National Archives 20 years after file closure.	1023a
260a(2) N1-412-07-30a(2)	TSCA Section 21 Citizens Petitions – Record copy – Electronic	Close inactive records 1 year following issuance of the Agency’s finding or decision. Transfer to the National Archives 5 years after file closure with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.	1023a
260a(3) N1-412-07-30a(3)	TSCA Section 21 Citizens Petitions – Electronic copy of records transferred to the National Archives	Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives.	1023 guidance 008a
294a(1) N1-412-07-2/10a(1)	Administrative Records Pursuant to the Administrative Procedure Act – Record copy – Nonelectronic	Close inactive records at the conclusion of a significant action. Transfer to the National Archives 20 years after file closure.	1023a
294a(2) N1-412-07-2/10a(2)	Administrative Records Pursuant to the Administrative Procedure Act – Record copy – Electronic	Close inactive records at the conclusion of a significant action. Transfer to the National Archives 5 years after file closure with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.	1023a
294a(3) N1-412-07-2/10a(3)	Administrative Records Pursuant to the Administrative Procedure Act – Electronic copy of records transferred to the National Archives	Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives.	1023 guidance 008a
296a(1) N1-412-07-27a(1)	TSCA Section 5 Biotechnology Files – Promulgation of final rule – Nonelectronic	Close inactive records after mandated Agency review period or other decision. Transfer to the National Archives 20 years after file closure.	1023a

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June 17, 2013

<b>Previous Schedule</b>	<b>Previous Title</b>	<b>Previous Retention</b>	<b>New Schedule</b>
296a(2) N1-412-07-27a(2)	TSCA Section 5 Biotechnology Files – Promulgation of final rule – Electronic	Close inactive records after mandated Agency review period or other decision. Transfer to the National Archives 5 years after file closure with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.	1023a
296a(3) N1-412-07-27a(3)	TSCA Section 5 Biotechnology Files – Promulgation of final rule – Electronic copy of records transferred to the National Archives	Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives.	1023 guidance 008a
296b(1) N1-412-07-27b(1)	TSCA Section 5 Biotechnology Files – Pending promulgation of final rule – Nonelectronic	Close inactive records up to 1 year following promulgation of final rule. Transfer to the National Archives 20 years after file closure.	1023a
296b(2) N1-412-07-27b(2)	TSCA Section 5 Biotechnology Files – Pending promulgation of final rule – Electronic	Close inactive records up to 1 year following promulgation of final rule. Transfer to the National Archives 5 years after file closure with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.	1023a
296b(3) N1-412-07-27b(3)	TSCA Section 5 Biotechnology Files – Pending promulgation of final rule – Electronic copy of records transferred to the National Archives	Close file upon transfer to the National Archives. Delete after electronic copy is successfully transferred to the National Archives.	1023 guidance 008a
332a(1) N1-412-07-11a(1)	Regulatory Impact Analyses Under Executive Order 12866 – Record copy – Nonelectronic	Close inactive records at end of year. Transfer to the National Archives 15 years after file closure.	1023a
332a(2) N1-412-07-11a(2)	Regulatory Impact Analyses Under Executive Order 12866 – Record copy – Electronic	Close inactive records at end of year. Transfer to the National Archives 5 years after file closure with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.	1023a
332a(3) N1-412-07-	Regulatory Impact Analyses Under Executive Order 12866	Close file upon transfer to the National Archives. Delete	1023 guidance

<b>Previous Schedule</b>	<b>Previous Title</b>	<b>Previous Retention</b>	<b>New Schedule</b>
11a(3)	– Electronic copy of records transferred to the National Archives	after electronic copy is successfully transferred to the National Archives.	008a
356a N1-412-07-1/12a	Federal Register Notices – Record copy	Close inactive records at end of year. Destroy 5 years after file closure.	1023d
412a(1) N1-412-07-58/3a(1)	State Water Standards Files – Standards, initial development, 1965-1974 – Nonelectronic	Close file at end of 1974. Transfer to the National Archives 20 years after file closure.	NA (inactive)
412a(2) N1-412-07-58/3a(2)	State Water Standards Files – Standards, initial development, 1965-1974 – Electronic	Close file at end of 1974. Transfer to the National Archives 20 years after file closure, with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.	NA (inactive)
412a(3) N1-412-07-58/3a(3)	State Water Standards Files – Standards, initial development, 1965-1974 – Electronic copy of records transferred to the National Archives	Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives.	1023 guidance 008a
412b N1-412-07-58/3b	State Water Standards Files – Standards, continuation, 1974-forward	Close inactive records every 3 years. Destroy 10 years after file closure.	1023c
412c(1) N1-412-07-58/3c(1)	State Water Standards Files – History – Nonelectronic	Close file at end of 1977. Transfer to the National Archives 10 years after file closure.	NA (inactive)
412c(2) N1-412-07-58/3c(2)	State Water Standards Files – History – Electronic	Close file at end of 1977. Transfer to the National Archives 20 years after file closure, with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.	NA (inactive)
412c(3) N1-412-07-58/3c(3)	State Water Standards Files – History – Electronic copy of records transferred to the National Archives	Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives.	1023 guidance 008a
412d(1) N1-412-07-58/3d(1)	State Water Standards Files – Letters from state governors on development and adoption of water standards, 1967-1971 – Nonelectronic	Close file at end of 1975. Transfer to the National Archives 20 years after file closure.	NA (inactive)
412d(2)	State Water Standards Files –	Close file at end of 1975.	NA



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June 17, 2013

<b>Previous Schedule</b>	<b>Previous Title</b>	<b>Previous Retention</b>	<b>New Schedule</b>
N1-412-07-58/3d(2)	Letters from state governors on development and adoption of water standards, 1967-1971 – Electronic	Transfer to the National Archives 20 years after file closure, with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.	(Inactive)
412d(3) N1-412-07-58/3d(3)	State Water Standards Files – Letters from state governors on development and adoption of water standards, 1967-1971 – Electronic copy of records transferred to the National Archives	Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives.	1023 guidance 008a
486a(1) N1-412-07-59/10a(1)	Inspection and Maintenance – Record copy – Nonelectronic	Close inactive records when programs are revised. Transfer to the National Archives in 5 year blocks 20 years after file closure.	1023a
486a(2) N1-412-07-59/10a(2)	Inspection and Maintenance – Record copy – Electronic	Close inactive records when programs are revised. Transfer to the National Archives 5 years after file closure, with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.	1023a
486a(3) N1-412-07-59/10a(3)	Inspection and Maintenance – Electronic copy of records transferred to the National Archives	Close file upon transfer to the National Archives. Delete after electronic record copy is successfully transferred to the National Archives.	1023 guidance 008a
518a(1) N1-412-07-2/13a(1)	Rulemaking Committees – Published regulations, standards, and guidelines – Nonelectronic	Close inactive records when committee superseded or canceled. Transfer to the National Archives 20 years after file closure.	1023a
518a(2) N1-412-07-2/13a(2)	Rulemaking Committees – Published regulations, standards, and guidelines – Electronic	Close inactive records when committee superseded or canceled. Transfer to the National Archives 5 years after file closure, with any related documentation and external finding aids, as specified in 36 CFR 1235.44-1235.50 or standards applicable at the time.	1023a
518a(3)	Rulemaking Committees –	Close file upon transfer to the	1023

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<b>Previous Schedule</b>	<b>Previous Title</b>	<b>Previous Retention</b>	<b>New Schedule</b>
N1-412-07-2/13a(3)	Published regulations, standards, and guidelines – Electronic copy of records transferred to the National Archives	National Archives. Delete after electronic record copy is successfully transferred to the National Archives.	guidance 008a
518b N1-412-07-2/13b	Rulemaking Committees – Unpublished regulations, standards, and guidelines	Close inactive records when committee superseded or canceled. Destroy 10 years after file closure.	1023c
519a N1-412-07-68/4a	Federal Register Documents Signed by the Administrator or the Deputy Administrator – Record copy	Close inactive records at end of year. Destroy 7 years after file closure.	1023d
676a N1-412-07-53/5a	Development of Enforcement and Environmental Standards by States – Record copy	Close inactive records upon completion of program. Destroy 10 years after file closure.	1023c