# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-412-01-004

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

This schedule is superseded by N1-412-06-004.

Date Reported: 08/31/2020

REQUEST FOR RECORDS DISPOSITION AUTHORITY					LEAVE BLANK (NARA use only)	
(See Instructions on reverse)					JOB NUMBER カノー 412-01-4	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408					DATE RECEIVED  10-27-00	
1. FROM (Agency or establishment)					NOTIFICATION TO AGENCY	
Environmental Protection Agency					NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION					In accordance with the p	rovisions of 44
Office of Research and Development					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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION					for items that may be mark not approved" or "withdraw	ked "disposition vn" in column 10.
4. NAM	E OF PE	RSON WITH WHOM TO CONFER	5. TELEPHONE		DATE ARCHIVIST OF TI-	IE UMITED STATES
Chri	s O'Do	nnell, Agency Records Officer	202-260-1324	]	48-03 KHASI).	The
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		RTIFICATION				,
and the	nat the residency eneral	ify that I am authorized to act for the records proposed for disposal on the y or will not be needed after the reaccounting Office, under the provision	attached 3 periods specified	age(s) secifie	are not now needed for the care and that written concur	e business rence from
X			is attached; or		has been reque	sted.
DATE		SIGNATURE OF AGENCY REPRESEN	TATIVE	TITLE		
10/25/00 Chris D Double Ag				ency Records Officer		
7					9. GRS OR	10 ACTION
ITEM NO.		8. DESCRIPTION OF ITEM AND PROPO	DSED DISPOSITION		SUPERSEDED JOB CITATION	TAKEN (NARA USE ONLY)
110.			1181		- COB CHIATION	OGE CHETY
	Sec	e attached U.S. EPA Records Scheo	dule 720.			
	e c	nwcs Agency				

## DRAFT OF 12/1/00

## U.S. EPA RECORDS SCHEDULE

SERIES TITLE: Aerial Photographs

PROGRAM: Research and Development

EPA SERIES NO: 720

AGENCY FILE CODE: AUDV 720

NARA DISPOSAL AUTHORITY: N1-412-01-4

(Use this number to retire records to the FRC)

APPLICABILITY: Environmental Photographic Interpretation Center

## IDENTIFYING INFORMATION:

**DESCRIPTION:** The aerial photographic collection consists of:

- a. Photographs acquired from various sources such as NOAA and USGS, as well as those taken for EPA as part of overflight of sites being studied. Photographs are in roll and cut frames. The collection consists of over 150,000 frames of imagery dated from 1930 to the present.
- b. Analytical reports consisting of approximately 6,000 photo analysis reports, including aerial prints as well as overlays.
- c. Indexes.

ARRANGEMENT: Arranged numerically by project number.

TYPE OF RECORDS:

SPECIFIC RESTRICTIONS:

Photographs, reports, data

MEDIUM:

VITAL RECORD:

Paper, photographs, electronic

FUNCTIONS SUPPORTED:

Program operations

SPECIFIC LEGAL REOUIREMENTS:

None

#### EPA SERIES NO. 720

### **DISPOSITION INFORMATION:**

FINAL DISPOSITION: TRANSFER TO FRC PERMITTED:

a. Permanent Yes

b(1). Record copy: Permanent Yes

(2). Electronic version created with electronic mail and word processing systems: Disposable

c(1) Record copy: Permanent Yes

(2). Electronic version created with electronic mail and word processing systems: Disposable No

FILE BREAK INSTRUCTIONS: Break file at the end of the project.

#### **DISPOSITION INSTRUCTIONS:**

a. Keep inactive materials in office 5 years after file break, then retire to FRC. Transfer to the National Archives 30 years after file break.

No

- b(1). Keep inactive materials in office 5 years after file break, then retire to FRC with item a. Transfer to the National Archives 30 years after file break.
- (2). Delete when record copy is generated or when no longer needed for reference or updating.
- c(1). Keep inactive materials in office 5 years after file break, then retire to FRC with item a. Transfer to the National Archives 30 years after file break.
- (2). Delete when record copy is generated or when no longer needed for reference or updating.

# APPLICATION GUIDANCE:

**REASONS FOR DISPOSITION:** Records are used to support all EPA programs. Photographs are visual images of the surface of the earth which may have enduring historical value.

AGENCY-WIDE GUIDANCE: Copies of aerial photographs maintained in other offices as part of a related series (e.g., Superfund remedial site files), are to be retired according to the disposition requirements of the related series. Reference copies may be destroyed when no longer needed to support current activities.

PROGRAM OFFICE GUIDANCE/ DESCRIPTIVE INFORMATION:

#### CUSTODIAL INFORMATION:

EPA SERIES NO. 720

CONTROLLING UNIT:

CONTACT POINT:

Name: Office of Research and Name: Donald Garofalo

Development

Location: Reston, VA

Mail Code: 555

Inclusive Dates: 1930 - present Telephone: 703-648-4285

Volume on Hand (Feet): Annual Accumulation:

Office: National Exposure Research Lab.

Room:

(feet or inches)

CONTROL INFORMATION:

RELATED ITEMS:

PREVIOUSLY APPROVED BY NARA SCHEDULE NOS:

Approval	Approval	Entry	Last
Date EPA	Date NARA	Date	Modified
10/25/00		5/9/97	12/1/00