

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-412-01-012

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.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This schedule is superseded by N1-412-07-026.

Date Reported: 08/31/2020

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

## REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  
WASHINGTON, DC 204081 FROM (Agency or establishment)  
Environmental Protection Agency2 MAJOR SUBDIVISION  
Office of Prevention, Pesticides, and Toxic Substances3. MINOR SUBDIVISION  
Office of Pollution, Prevention and Toxics

4. NAME OF PERSON WITH WHOM TO CONFER

Chris O'Donnell

5 TELEPHONE

202-260-1324

## LEAVE BLANK (NARA use only)

JOB NUMBER

71-412-01-12

DATE RECEIVED

11-26-2000

NOTIFICATION TO AGENCY

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE

ARCHIVIST OF THE UNITED STATES

12-1-03

K. H. W. Carl

## 6. 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 on the attached 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

☒

is not required;

☐

is attached; or

☐

has been requested.

DATE

11/2/00

SIGNATURE OF AGENCY REPRESENTATIVE

Chris O'Donnell

TITLE

Agency Records Officer

7.  
ITEM  
NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

9. GRS OR  
SUPERSEDED  
JOB CITATION10. ACTION  
TAKEN (NARA  
USE ONLY)

See attached schedule U.S. EPA 248 - TSCA Section 13 Imports

cc Agency, NWML

EPA SERIES NO. 248

10/15/99

### U.S. EPA RECORDS SCHEDULE

**SERIES TITLE:** TSCA Section 13 Imports

**PROGRAM:** Toxic Substances

**EPA SERIES NO:** 248

**AGENCY FILE CODE:** TOXI 248

**NARA DISPOSAL AUTHORITY:** N1-412-96-3/2  
(Use this number to retire records to the FRC)

**APPLICABILITY:** Headquarters

**IDENTIFYING INFORMATION:**

**DESCRIPTION:** Records contain documents from various companies concerning the importation of a chemical substance or mixtures regulated under the Toxic Substances Control Act. Most of the current documents maintained by the EPA consist primarily of certification statements and correspondence from various companies documenting the receipt of shipment as well as certification of compliance.

**ARRANGEMENT:** Arranged numerically by document control number.

**TYPE OF RECORDS:**

Case files

**SPECIFIC RESTRICTIONS:**

Confidential Business Information  
Enforcement Sensitive Information

**MEDIUM:**

Paper, electronic

**VITAL RECORD:**

No

**FUNCTIONS SUPPORTED:**

Regulatory development and public awareness

**SPECIFIC LEGAL REQUIREMENTS:**

Toxic Substances Control Act, as amended, Section 13  
40 CFR 707

**DISPOSITION INFORMATION:**

**FINAL DISPOSITION:**

a. Record copy: Disposable

b. Electronic versions created  
with office automation  
applications: Disposable

**TRANSFER TO FRC PERMITTED:**

Yes

No

**FILE BREAK INSTRUCTIONS:**

a. Break file at end of each fiscal year.

b. See Disposition Instructions.

**DISPOSITION INSTRUCTIONS:**

a. Keep inactive materials in office up to 1 year after file break, then

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retire to FRC. Destroy 5 years after file break.

b. Delete when record copy is generated.

**APPLICATION GUIDANCE:**

**REASONS FOR DISPOSITION:** The records support program operations required by statute and regulations. The 5 year retention provides sufficient time for resolution of any issues associated with the importation of a chemical in question.

**AGENCY-WIDE GUIDANCE:** The offices of record for files governed by this schedule are the Non-Confidential Information Center (NCIC) and the Confidential Business Information Center (CBIC).

As required by 36 CFR 1228.58, records with special restrictions such as confidential business information (CBI) or those exempted from disclosure by statute such as the Privacy Act must be shredded or otherwise definitively destroyed with witnessed disposal for records destroyed by contractors.

**PROGRAM OFFICE GUIDANCE/DESCRIPTIVE INFORMATION:** The Secretary of the Treasury works in consultation with the EPA Administrator if a chemical substance, mixture, or article is refused entry into the customs territory of the United States.

Early records associated with Section 13 primarily document development of the rule. EPA 149 - Regulations, Standards, and Guidelines, and EPA 150 - Rulemaking Dockets can be used to disposition these types of records.

**CUSTODIAL INFORMATION:****CONTROLLING UNIT:**

**Name:** OPPTS/OPPT

**Location:** WSM/NCIC and CBIC

**Inclusive Dates:** 1979 -

**Volume on Hand (Feet):** 3 ft.

**Annual Accumulation:** 1 ft.  
(feet or inches)

**CONTACT POINT:**

**Name:** Vanessa Williams

**Mail Code:** 7407

**Telephone:** 202-260-3554

**Office:** IMD/RDMB

**Room:** 725 ET

**CONTROL INFORMATION:**

**RELATED ITEMS:** EPA 149, EPA 150

**PREVIOUSLY APPROVED BY**  
**NARA SCHEDULE NOS:**

<b>Approval</b>	<b>Approval</b>	<b>Entry</b>	<b>Last</b>
<b>Date EPA</b>	<b>Date NARA</b>	<b>Date</b>	<b>Modified</b>
1/26/96		4/25/95	10/15/99