# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-412-02-009

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.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This schedule is superseded by N1-412-07-059.

Date Reported: 08/31/2020

REQUEST FOR RECORDS DISPOSITION AUTHORITY			LEAVE BLANK (NARA use only)	
1	(See Instructions on reverse)	JOB NUMBER 711-412-02-9		
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)			DATE RECEIVED	
WASHINGTON, DC 20408			2-22-2002	
FROM (Agency or establishment)     Environmental Protection Agency			NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION				
Office of Air and Radiation			In accordance with the p U.S.C. 3303a the dispo	orovisions of 44 distinguished request,
3. MINOR SUBDIVISION			including amendments, is a for items that may be mark not approved" or "withdraw	red "disposition
Vehicle Programs and Compliance Division			not approved or withdraw	m in column 10.
4. NAME OF PERSON WITH WHOM TO CONFER		5 TELEPHONE	DATE ARCHIVIST OF THE UNITED STATES	
Chris O'Donnell		202-260-1324	9-2402 ADAW tal	
6 AGENCY CERTIFICATION  I have by control that I am outhoused to get for this agency in most are neglected as the disposition of its records				
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 3 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				
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 Feder				rence from
Agencies,				
is not required; is attached; or			has been requested.	
DATE SIGNATURE OF AGENCY REPRESENTATIVE TITLE				
2/8/2002 Chris O' Donnell (Mis D'Appell Age			ency Records Officer	
	Chirs o Bonnen CV - De	Sance		**
7 ITEM NO.	8. DESCRIPTION OF ITEM AND PROPO	SED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
			-	
See attached U. S. EPA 482 - Certification Records				
See attached S. S. El 11 402 Certification records				
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			].	

115-109

NSN 7540-00-634-4064 PREVIOUS EDITION NOT USABLE STANDARD FORM 115 (REV. 3-91) Prescribed by NARA 36 CFR 1228

#### **DRAFT OF 6/5/02**

# U.S. EPA RECORDS SCHEDULE

**SERIES TITLE:** Certification Records

PROGRAM: Air

**EPA SERIES NO: 482** 

**AGENCY FILE CODE: AIRP 482** 

NARA DISPOSAL AUTHORITY: N1-412-02-9 (Use this number to retire records to the FRC)

APPLICABILITY: National Vehicle and Fuel Emissions Laboratory (NVFEL)

## **IDENTIFYING INFORMATION:**

**DESCRIPTION:** Contains documents related to manufacturers applications and EPA actions for emission certification under the Clean Air Act for motor vehicles, locomotives, and non-road mobile sources includes technical product descriptions, test results, copies of the certificate of conformity, notices of violations, and other related documents

- a Record copy
- b. Electronic versions created with word processing and electronic mail applications

ARRANGEMENT: Arrangement varies.

**TYPE OF RECORDS:** 

**SPECIFIC RESTRICTIONS:** 

Case files

Confidential Business Information Enforcement Sensitive Information

MEDIUM:

**VITAL RECORD:** 

Paper, electronic

Yes

# **FUNCTIONS SUPPORTED:**

Program operations

## **SPECIFIC LEGAL REQUIREMENTS:**

Clean Air Act, 42 U.S C. 7521, § 202, 206, 301(a)(1) 40 CFR 86

## **EPA SERIES NO. 482**

**DISPOSITION INFORMATION:** 

**FINAL DISPOSITION:** 

TRANSFER TO FRC PERMITTED:

a. Disposable

Yes

b Disposable

No

#### **FILE BREAK INSTRUCTIONS:**

- a. Break file 1 year after certification action has been completed for the model year.
- b See disposition instructions.

#### **DISPOSITION INSTRUCTIONS:**

- a Keep inactive materials in office 5 years after file break, then retire to FRC Destroy when 20 years old
- b Delete when record copy is generated or when no longer needed for reference or updating.

## **APPLICATION GUIDANCE:**

REASONS FOR DISPOSITION: Previously approved items 10 and 11 of NC1-412-85-14 have been combined into one item to reflect the way the records are maintained by the program office. Item 10, record copy of certification records, was previously approved by the National Archives as permanent Proposed retention is based on the manufacturers' responsibility to recall and repair defective vehicles during their useful lives as defined by statute and regulations. The longest useful life is 11 years, therefore a 20-year retention is adequate for EPA's needs.

AGENCY-WIDE GUIDANCE: Electronic manufacturer submissions are covered by the Certification and Fuel Economy Information System (CFEIS) which is scheduled as EPA 485

#### PROGRAM OFFICE GUIDANCE/DESCRIPTIVE INFORMATION:

**CUSTODIAL INFORMATION:** 

**CONTROLLING UNIT:** 

**CONTACT POINT:** 

Name: Air and Radiation

Name: Fred Hart

Location: Ann Arbor

Mail Code: VPG

Inclusive Dates: 1978-present Telephone: 734-214-4877

Volume on Hand (Feet):

Office: Certification & Compliance Div

Annual Accumulation: 50 cu ft

Room:

(feet or inches)

**CONTROL INFORMATION: RELATED ITEMS: EPA 485** 

PREVIOUSLY APPROVED BY

NARA SCHEDULE NOS: NC1-412-85-14/10 and 11

Approval **Date EPA**  Approval

Entry

Date

Last

Date NARA

Modified

2/8/02

6/4/93 6/5/02