

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-412-03-021

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.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This schedule is superseded by N1-412-07-068.

Date Reported: 08/31/2020

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

(See Instructions on reverse)

5. TELEPHONE
202-566-1669

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

3-24-04

John W. Carl

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 4 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,

X

is not required;

is attached; or

has been requested.

TITLE

Agency Records Officer

7.
ITEM
NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

9. GRS OR
SUPERSEDED
JOB CITATION

10. ACTION
TAKEN (NARA
USE ONLY)

See attached U. S. EPA 497 - Discrimination Complaints - External

CC Agency, NR, NW, MW

This schedule is under development and MAY NOT be used to retire or destroy records. If you have any questions, please contact the Records Help Desk.

EPA Records Schedule 497

Development: 12/15/2003

Title: Discrimination Complaints - External

Program: Civil Rights

Applicability: Agency-wide

Agency File Code: CIVL 497

NARA Disposal Authority:

- Pending

Description:

Records relate to the civil rights violations filed by individuals or groups who allege that their civil rights have been violated by EPA-funded entities. The records include complaints, correspondence, reports, exhibits, notices, depositions, transcripts, and other related documents.

Disposition Instructions:

Item a: Record copy

- Disposable
- Break file when final decision is written. Keep inactive materials in office one year after file break, then retire to FRC. Destroy 10 years after file break.

Item b: Electronic copies created with word processing and electronic mail applications

- Disposable
- Delete when record copy is generated.

Arrangement: Arranged numerically by control number.

Type of Records: Case files

Format: Electronic, Paper

Functions Supported: Civil Rights

Specific Restrictions:

- None

Specific Legal Requirements:

- Civil Rights Act of 1964, amended, 42 U.S.C. 2000d et seq.
- Rehabilitation Act of 1973, as amended, Section 504
- Federal Water Pollution Control Act Amendments of 1972, Public Law 92-500 40 CFR Part 7

Reasons for Disposition:

This is a new series of records for environmental justice cases created as a consequence of the new application of environmental/civil rights law. The 10 year retention is adequate for EPA's administrative needs.

Agency-wide Guidance:

Environmental Appeals Board Case Files are covered under EPA 083.

Program Office Guidance:**Custodians:**

Multiple units

Related Schedules:

EPA 083

Previous NARA Disposal Authority:

EPA Approval Date: Pending

NARA Approval Date: Pending

Entry Date: 03/26/1997

Last Modified Date: 12/15/2003