

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-412-07-046

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.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This schedule is superseded by DAA-0412-2013-0021.

Date Reported: 08/31/2020

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

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| REQUEST FOR RECORDS DISPOSITION AUTHORITY | | JOB NUMBER NI-412-07-46 | |
| To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408 | | DATE RECEIVED 1-11-2007 | |
| 1. FROM (Agency or establishment) U.S. Environmental Protection Agency | | 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 Adisposition not approved or Awithdrawn in column 10. | |
| 2. MAJOR SUBDIVISION Pesticides | | | |
| 3. MINOR SUBDIVISION Headquarters | | | |
| 4. NAME OF PERSON WITH WHOM TO CONFER John B. Ellis | 5. TELEPHONE 202-566-1643 | DATE 1/2/07 | ARCHIVIST OF THE UNITED STATES <i>[Signature]</i> |
| 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 1-8-07 | SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> John B. Ellis | | 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 GRS OR SUPERSEDED JOB CITATION | 10.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) |

EPA 361 Scientific Data Reviews

NC1-412-85-24/54

EPA Records Schedule 361

Status: Final, 02/29/2008

Title: Scientific Data Reviews

Program: Pesticides

Applicability: Headquarters

Function: 108-025-06-01 - Ensure Safe Use of Pesticides

NARA Disposal Authority:

This schedule authorizes the disposition of the record copy in any media (media neutral), excluding any records already in electronic form. Records designated for permanent retention must be transferred to the National Archives in accordance with NARA standards at the time of transfer.

- N1-412-07-46

Description:

Records consist of reviews of scientific data to determine the potential hazards of pesticide chemicals. Data may pertain to toxicology, residue chemistry, ecological effects, exposure assessment, etc.

Disposition Instructions:

Item a(1): Record copy - Nonelectronic

- **Permanent**
- Close inactive records upon completion of review.
- Transfer to the National Archives 20 years after file closure. If record is microform, destroy paper after quality assurance is completed.

Item a(2): Record copy - Electronic

- **Permanent**
- Close inactive records upon completion of review.

- Transfer to the National Archives 5 years after file closure, with any related documentation and external finding aids, as specified in 36 CFR 1228.270 or standards applicable at the time.

Item a(3): Electronic copy of records transferred to the National Archives

- **Disposable**
- Close file upon transfer to the National Archives.
- Delete after electronic record copy is successfully transferred to the National Archives.

Guidance:

Toxicology reviews are available from OPP Information Services Center, Document Services Area.

Microform copies are to be produced in accordance with the standards in 36 CFR 1230.10 and 1230.20.

Records containing sensitive information must be shredded or otherwise definitively destroyed to protect confidentiality.

Reasons for Disposition:

The disposition instructions have been rewritten to allow for maintaining the record copy in EPA's electronic recordkeeping system. The retention is unchanged.

The following changes were made in the 02/29/2008 version:

- Divided item a into three subitems, a(1)-(3).
- Revised the titles of disposition items a(1)-(3).
- Revised the disposition instruction for item a(3).

The following disposition items were changed in the 12/20/2006 version:

- Item a - Paper records changed to Record copy.
- Item b - Office microform copies deleted as nonrecords.
- Item c - Permanent microform copy deleted and combined with item a.

Item d for electronic copies created with word processing and electronic mail applications deleted 08/18/2006 pursuant to NARA Bulletin 2006-04.

Custodians:

Office of Prevention, Pesticides, and Toxic Substances, Office of Pesticide Programs, Health Effects Division

- **Contact:** Darlene Brennan
- **Telephone:** 703-305-7353

Related Schedules:**Previous NARA Disposal Authority:**

NC1-412-85-24/54

Entry: 10/08/1992

EPA Approval: 01/08/2007

NARA Approval: 08/07/2007