

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-412-92-001

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.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This schedule is superseded by N1-412-00-007.

Date Reported: 08/31/2020

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO.	N1-412-92-1
1. FROM (Agency or establishment) Environmental Protection Agency		DATE RECEIVED	10-7-91
2. MAJOR SUBDIVISION Office of Air and Radiation		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION Office of Air Programs		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
4. NAME OF PERSON WITH WHOM TO CONFER Michael L. Miller	5. TELEPHONE EXT. 260-5911	DATE 10/18/91	ARCHIVIST OF THE UNITED STATES James M. Moore
6. CERTIFICATE OF AGENCY REPRESENTATIVE			

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 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 the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: ☐ is attached; or ☒ is unnecessary.

B. DATE 9/5/91	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Michael L. Miller</i> Michael L. Miller	D. TITLE Agency Records Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
1	Imported Nonconforming Motor Vehicle Case Files See Attached Sheet	NC1/412-85-13/13d	

ITEM 1

U.S. EPA RECORDS CONTROL SCHEDULE

PROGRAM: Air

EPA SERIES NO: 101

NARA SCHEDULE NO. Pending
(Use this number to retire records to the FRC)

APPLICABILITY: Can be applied to Air Program records at Headquarters only.

IDENTIFYING INFORMATION:

SERIES TITLE: Imported Nonconforming Motor Vehicle Case Files

DESCRIPTION:

Forms 3520-1, -8, -9, -14, and -15 and related letters, entry documents, affidavits, invoices, photographs, records describing modifications to vehicles/engine, and certifying conformity to EPA standards, and Agency decisions.

ARRANGEMENT:

Arranged numerically by vehicle case number.

TYPE OF RECORDS:

Case Files

RESTRICTIONS:

Privacy Act

MEDIUM:

Paper, photographs, microform

FUNCTIONS SUPPORTED:

Records support the work of the Investigation / Imports Section, Manufacturers Operations Division, OAR. Records relate to the importation and compliance with EPA requirements of nonconforming vehicles entering the United States. Records are used to respond to inquiries from the U.S. Customs Service, State officials, vehicle owners, and purchasers concerning the compliance status of particular vehicles. Records may be used to support civil and / or criminal cases.

LEGAL REQUIREMENTS:

Clean Air Act as amended Sections 203 - 208 and 301
42 U.S.C. 7522, 7525, 7542, 7601

ITEM 1

DISPOSITION INFORMATION:

FINAL DISPOSITION: **TRANSFER TO FRC PERMITTED:**
 Destroy when 10 years old No

FILE BREAK INSTRUCTIONS:

Break file following Agency decision.

DISPOSITION INSTRUCTIONS:

DISPOSABLE. Destroy when 10 years old. Files may be converted to microform. If so, paper copies should be destroyed upon verification of microform, and microform copies retained for 10 years, and then destroyed.

APPLICATION GUIDANCE:**REASONS FOR DISPOSITION:**

Retention has been extended years because import vehicle owners need to be able to obtain copies of the certifications and Agency decisions to transfer title. A 10 year retention has been chosen because 1) the warranty for trucks is currently 10 years and will soon be extended to 10 years for cars, and 2) it fits the pattern of requests for copies of the files.

AGENCYWIDE GUIDANCE:

Files used to support litigation will be incorporated into the litigation files and will be covered by the retention period for those files.

PROGRAM OFFICE GUIDANCE/ DESCRIPTIVE INFORMATION:**CUSTODIAL INFORMATION:****CREATING UNIT:**

Name: Manufacturers Operation Div.

Location: Fairchild

Inclusive Dates: 1980 -

Volume on Hand (Feet): ca 400 cu.ft

Annual Accumulation: 20 cu.ft.
(feet or inches)

CONTACT POINT:

Name: James Davis

Mail Code: EN-340F

Telephone: 260-6183

Office: Investigation/Imports
Sec.

Room:

CONTROL INFORMATION:**RELATED ITEMS:****PREVIOUSLY APPROVED**

NARA SCHEDULE NOS: NC1-412-85-13/13d

Approval
Date EPA

Approval
Date NARA

Entry
Date
8/1/91

Last
Modified
9/6/91