

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-412-81-09

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Item 1 was superseded by N1-412-99-002 item 3 and N1-412-07-002 item 5

Item 2 was superseded by N1-412-99-002 item 2

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

NC 69218144

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

Environmental Protection Agency

2. MAJOR SUBDIVISION

Management and Organization Division

3. MINOR SUBDIVISION

Administrative Management Branch

4. NAME OF PERSON WITH WHOM TO CONFER

Thomas Tasker

5. TEL. EXT.

755-0840

LEAVE BLANK

JOB NO.

NC1-412-81-9

DATE RECEIVED

April 6, 1981

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

SIGNATURE OF THE ARCHIVIST IS

NOT REQUIRED FOR APPROVAL OF

PERMANENT RETENTION OF RECORDS

Date

Archivist of the United States

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.

☐ **A Request for immediate disposal.**

☒ **B Request for disposal after a specified period of time or request for permanent retention.**

C. DATE <u>3-31-81</u>	D. SIGNATURE OF AGENCY REPRESENTATIVE <u>Harold R. Masters</u> Harold R. Masters	E. TITLE Chief, Admin. Management Branch (PM-213)	
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1-2	The attached records control schedules provide series descriptions and retention and disposition provisions for the Environmental Review Machine-readable records.		

No mass data range required.

2 items

*Closed Out: 12-30-81: K.T.D.
Copy to NCW & NNB*

U.S. ENVIRONMENTAL PROTECTION AGENCY—RECORDS CONTROL SCHEDULES

SCHED. NO.

TITLE OF SCHEDULE

COVERAGE OF SCHEDULE

ITEM
NO.

NAME AND DESCRIPTION OF RECORD/FILE

RETENTION PERIOD AND DISPOSITION

1.

309 Review System. PURPOSE - The system is used to review all major Federal actions impacting the Environment. The system is primarily a tracking system to assure timely review, regional coordination, and categorization of EPA comments and public availability of EPA comments. SCOPE - The system maintains one record for each document reviewed (type, status, date received, name, date due, comment date & code).

PERMANENT

Disposition: Transfer records to the National Archives and Records Service when the program is discontinued or when the records are 30 years old, whichever occurs first.

U.S. ENVIRONMENTAL PROTECTION AGENCY—RECORDS CONTROL SCHEDULES

2010-01-01

TITLE OF SCHEDULE

COVERAGE OF SCHEDULE

ITEM
NO.

NAME AND DESCRIPTION OF RECORD/FILE

RETENTION PERIOD AND DISPOSITION

2.

National Environmental Policy Act (NEPA) Filing System. PURPOSE - The NEPA System is used to record the official filing of EIS's by Federal agencies and to provide a report to be published in the Federal Register each week of EIS availability. SCOPE - The system maintains one record for each project which is the subject of an EIS. The record includes: the lead agency, status, previous status, date filed, location, brief abstract of proposal, and control number.

PERMANENT.

Disposition: Transfer records to the National Archives and Records Service when the program is discontinued or when the records are 30 years old, whichever occurs first.