

**From:** [YELLESETTY Leela](#)  
**To:** [ULAM Abby](#); [SKORUPKA Michael](#)  
**Cc:** [HATFIELD Doug](#)  
**Subject:** RE: March - July  
**Date:** Wednesday, September 2, 2020 10:19:07 AM

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Approved, thanks!

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**From:** ULAM Abby  
**Sent:** Tuesday, September 1, 2020 10:33 AM  
**To:** SKORUPKA Michael ; YELLESETTY Leela  
**Cc:** HATFIELD Doug  
**Subject:** March - July

Please see attached Records Destruction Authorization for approval

Thank you,

*Abby Ulam*

Department of Environmental Quality/Vehicle Inspection Program

1240 SE 12<sup>th</sup> Ave

Portland, OR 97214

Fax: 971.673.1640

Ph: 971.673.1655

# DEQ Records Destruction Authorization Form

**Before** destroying records, email this form to your manager & agency records officer (Leela Yellesetty) to obtain authorization.

Authorization is by email only, no signatures required.

### Records destruction procedure

### DEQ Retention Schedule

## State General Retention Schedule

Program/section name: DEQ Vehicle Inspection Program

**Date approved by records officer:** \_\_\_\_\_

Program staff requesting destruction: Abby Ulam

**Date destroyed:**

Approving Manager: Michael Skorupka

Schedule Name/ # (select from dropdown)	Series # (from schedule)	Series Name (from schedule)	Retention period (from schedule)	Contents (any additional description or attach detailed list)	Date(s)	Column1
DEQ: 2008-0009	147	Clackamas Vehicle Emission Inspection Reports	3 Yrs		3/1/17 - 7/31/17	
DEQ: 2008-0009	147	Gresham Vehicle Emission Inspection Reports	3 Yrs		3/1/17 - 7/31/17	
DEQ: 2008-0009	147	Medford Vehicle Emission Inspection Reports	3 Yrs		3/1/17 - 7/31/17	
DEQ: 2008-0009	147	Mobile Vehicle Emission Inspection Reports	3 Yrs		3/1/17 - 7/31/17	
DEQ: 2008-0009	147	Northeast Vehicle Emission Inspection Reports	3 Yrs		3/1/17 - 7/31/17	
DEQ: 2008-0009	147	Scappoose Vehicle Emission Inspection Reports	3 Yrs		3/1/17 - 7/31/17	
DEQ: 2008-0010	147	Sherwood Vehicle Emission Inspection Reports	3 Yrs		3/1/17 - 7/31/17	
DEQ: 2008-0011	147	Sunset Vehicle Emission Inspection Reports	3 Yrs		3/1/17 - 7/31/17	
DEQ: 2008-0011	147	Technical Center Vehicle Emission Inspection Reports	3 Yrs		March 2017 - July 2017	

[illegible]