
RE: File Destruction Authorization

From YELLESETTY Leela * DEQ <leela.yellesetty@deq.state.or.us>
Date Tue 9/7/2021 1:29 PM
To KENNY Jennifer * DEQ <jennifer.kenny@deq.state.or.us>
Cc MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>

 2 attachments (367 KB)

CWSRF Records Inventory (1).xlsx; Request for destruction CWSRF August 2021 Records+Destruction+Authorization+Form.xlsx;

Approved! Copying Kristen here for logging on our end. Thanks!

From: KENNY Jennifer * DEQ <jennifer.kenny@deq.state.or.us>
Sent: Tuesday, September 7, 2021 1:21 PM
To: YELLESETTY Leela * DEQ <leela.yellesetty@deq.state.or.us>
Subject: FW: File Destruction Authorization

Hi, Leela,

Below is my manager's approval to destroy the documents listed in the attached request form. The other attachment has the complete listing of when the loans were paid off.

I am requesting permission to destroy these.

Thank you,
Jennifer

From: BARLOW Lynn * DEQ <lynn.barlow@deq.state.or.us>
Sent: Friday, September 3, 2021 2:28 PM
To: KENNY Jennifer * DEQ <jennifer.kenny@deq.state.or.us>
Subject: RE: File Destruction Authorization

I approve the destruction of these CWSRF program files, per our DEQ records retention guidelines.

Thanks,
Lynn

Lynn Barlow (she/her)
Water Quality Program Manager
Clean Water SRF | Compliance Policy and Data Management
Oregon Department of Environmental Quality
Barlow.Lynn@deq.state.or.us
Desk: 503-229-6896
Cell: 503-951-9931

From: KENNY Jennifer * DEQ <jennifer.kenny@deq.state.or.us>
Sent: Friday, September 3, 2021 10:38 AM

To: BARLOW Lynn * DEQ <lynn.barlow@deq.state.or.us>

Subject: File Destruction Authorization

Good morning,

Will you please approve file destruction for the linked list of files which have reached their retention dates?

[CWSRF%20Sept%202021%20Records+Destruction+Authorization+Form.xlsx]CWSRF Sept 2021

Records+Destruction+Authorization+Form.xlsx

Thank you,

Jennifer

Jennifer Kenny, Program Analyst

Clean Water State Revolving Fund

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www.oregon.gov/deq/wq/cwsrf