
RE: OpCert files needing destruction approval, exp. 2003, A-D

From YELLESETTY Leela * DEQ <leela.yellesetty@deq.state.or.us>

Date Wed 9/22/2021 2:16 PM

To YELTON-BRAM Tiffany * DEQ <Tiffany.YELTON-BRAM@deq.oregon.gov>; CARSON Paula * DEQ <Paula.CARSON@deq.oregon.gov>

Cc MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>

 1 attachment (303 KB)

WQ,SWOC,OperatorFiles,expired2003,A-D.xlsx;

Approved, thanks!

From: YELTON-BRAM Tiffany * DEQ <tiffany.yelton-bram@deq.state.or.us>

Sent: Wednesday, September 22, 2021 10:59 AM

To: YELLESETTY Leela * DEQ <leela.yellesetty@deq.state.or.us>; CARSON Paula * DEQ <paula.carson@deq.state.or.us>

Subject: Re: OpCert files needing destruction approval, exp. 2003, A-D

Approved.

Thank you

Tiffany

Sent from my Verizon, Samsung Galaxy smartphone

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From: CARSON Paula * DEQ <paula.carson@deq.state.or.us>

Sent: Tuesday, September 21, 2021 9:10:35 PM

To: YELTON-BRAM Tiffany * DEQ <tiffany.yelton-bram@deq.state.or.us>; YELLESETTY Leela * DEQ <leela.yellesetty@deq.state.or.us>

Subject: OpCert files needing destruction approval, exp. 2003, A-D

Please review and approve destruction of this box of files, expired 2003, (A-D).

Paula Carson

Wastewater System

Operator Certification Program

Oregon DEQ, NW Region

700 NE Multnomah St., Suite #600

Portland, OR 97232

phone: 503-229-5161

paula.carson@deq.state.or.us

<https://www.oregon.gov/deq/wq/wqpermits/Pages/Wastewater-Operator-Certification.aspx>

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:	Wastewater Operator Certification Program/WQ Source Control			Date approved by records officer:	
	Program staff requesting destruction:	Paula Carson			Date destroyed:	
	Approving Manager:	Tiffany Yelton-Bram				
item #	Schedule Name/ # (select from dropdown)	Series # (from schedule)	Series Name (from schedule)	Retention period (from schedule)	Contents: one file per person's name	Date file expired:
1	DEQ: 2008-0009	325	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Adams, Dean B.	06/30/2003; inactive
2	DEQ: 2008-0010	326	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Adams, Rocky M.	06/30/2003; inactive
3	DEQ: 2008-0011	327	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Adamson, David M.	06/30/2003; inactive
4	DEQ: 2008-0012	328	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Allread, Robert L.	06/30/2003; inactive
5	DEQ: 2008-0013	329	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Apling, Leonard I.	06/30/2003; inactive
6	DEQ: 2008-0014	330	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Armstrong, James E.	06/30/2003; inactive
7	DEQ: 2008-0015	331	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Baldrige, Larry L.	06/30/2003; inactive

item #	Schedule Name/ # (select from dropdown)	Series # (from schedule)	Series Name (from schedule)	Retention period (from schedule)	Contents: one file per person's name	Date file expired:
8	DEQ: 2008-0016	332	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Baldwin, Samuel J.	12/31/2003; inactive
9	DEQ: 2008-0017	333	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Barlow, Dennis P.	06/30/2003; inactive
10	DEQ: 2008-0018	334	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Barrett, Eldon A.	06/30/2003; inactive
11	DEQ: 2008-0019	335	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Beard, James H.	06/30/2003; inactive
12	DEQ: 2008-0020	336	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Beck, Richard D.	06/30/2003; inactive
13	DEQ: 2008-0021	337	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Bedacht, Michael S.	06/30/2003; inactive
14	DEQ: 2008-0022	338	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Beebe, J. Stephen	06/30/2003; inactive
15	DEQ: 2008-0023	339	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Benz, Emil K.	06/30/2003; inactive
16	DEQ: 2008-0024	340	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Berry, Edwin C.	CI Prov exp. 4/30/2003
17	DEQ: 2008-0025	341	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Beyeler, Barry C.	06/30/2003; inactive
18	DEQ: 2008-0026	342	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Bickell, Edwin C.	06/30/2003; inactive
19	DEQ: 2008-0027	343	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Biechler, Scott R.	06/30/2003; inactive
20	DEQ: 2008-0028	344	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Blackman, Lewis R.	06/30/2003; inactive
21	DEQ: 2008-0029	345	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Boggs, Dennis J.	Prov TI exp 4/30/2003

item #	Schedule Name/ # (select from dropdown)	Series # (from schedule)	Series Name (from schedule)	Retention period (from schedule)	Contents: one file per person's name	Date file expired:
22	DEQ: 2008-0030	346	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Bond, Justin R.	exam no show, 3/28/2003. Not in L2K
23	DEQ: 2008-0031	347	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Borden, Rhett A.	06/30/2003; inactive
24	DEQ: 2008-0032	348	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Bowersox, Calvin D.	06/30/2003; inactive
25	DEQ: 2008-0033	349	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Boyd, Vernon L.	12/31/2003; inactive
26	DEQ: 2008-0034	350	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Buckallew, Charles P.	06/30/2003; inactive
27	DEQ: 2008-0035	351	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Buckner, Orville K. III	06/30/2003; inactive
28	DEQ: 2008-0036	352	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Bundy, James L.	06/30/2003; inactive
29	DEQ: 2008-0037	353	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Burnum, W.H. 'Dub'	06/30/2003; inactive
30	DEQ: 2008-0038	354	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Caldwell, Don	06/30/2003; inactive
31	DEQ: 2008-0038	354	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Cartales, George S.	06/30/2003; inactive
32	DEQ: 2008-0038	354	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Cavanaugh, David A.	12/31/2003; inactive
33	DEQ: 2008-0039	355	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Challis, Clarence R.	06/30/2003; inactive
34	DEQ: 2008-0040	356	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Chesshir, Kevin J.	12/31/2003; inactive
35	DEQ: 2008-0041	357	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Cheuvront, John T.	06/30/2003; inactive

item #	Schedule Name/ # (select from dropdown)	Series # (from schedule)	Series Name (from schedule)	Retention period (from schedule)	Contents: one file per person's name	Date file expired:
36	DEQ: 2008-0042	358	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Childress, Roger D.	06/30/2003; inactive
37	DEQ: 2008-0043	359	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Chocktoot, Perry Jr.	06/30/2003; inactive
38	DEQ: 2008-0044	360	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Christopher, George F.	06/30/2003; inactive
39	DEQ: 2008-0042	358	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Clark, Jamie L.	06/30/2003; inactive
40	DEQ: 2008-0045	361	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Colahan, Kent B.	06/30/2003; inactive
41	DEQ: 2008-0046	362	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Colee, Roger S.	06/30/2003; inactive
42	DEQ: 2008-0047	363	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Copeland, Michael L.	12/31/2003; inactive
43	DEQ: 2008-0048	364	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Cox, Dorian D.	06/30/2003; inactive
44	DEQ: 2008-0049	365	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Creek-Harris, Albert L.	06/30/2003; inactive
45	DEQ: 2008-0050	366	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Cross, William C.	12/31/2003; inactive
46	DEQ: 2008-0051	367	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Cushman, Craig S.	06/30/2003; inactive
47	DEQ: 2008-0052	368	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Daniels, Marvin L.	06/30/2003; inactive
48	DEQ: 2008-0053	369	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Davis, Charles E.	06/30/2003; inactive
49	DEQ: 2008-0054	370	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Davis, Gregory S.	06/30/2003; inactive

item #	Schedule Name/ # (select from dropdown)	Series # (from schedule)	Series Name (from schedule)	Retention period (from schedule)	Contents: one file per person's name	Date file expired:
50	DEQ: 2008-0055	371	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Delaney, Loren J.	06/30/2003; inactive
51	DEQ: 2008-0056	372	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Duffus, Andrew J.	06/30/2003; inactive