
RE: OpCert files, exp. 2003, S-Z

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

Date Wed 9/22/2021 2:18 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 (304 KB)

WQ,SWOC,OperatorFiles,expired2003,S-Z.xlsx;

Approved

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

Sent: Wednesday, September 22, 2021 11:09 AM

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

Subject: Re: OpCert files, exp. 2003, S-Z

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 10:16:37 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, exp. 2003, S-Z

here is the third of three 2003 boxes needing destruction, expired 2003, S-Z
please approve by email.

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

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: 2008-0061	377	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Schra, Jessie J.	12/31/2003; inactive
2	DEQ: 2008-0062	378	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Schultz, Delvin J.	6/30/2003, inactive
3	DEQ: 2008-0063	379	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Severson, Karl D.	6/30/2003, inactive
4	DEQ: 2008-0064	380	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Shaffer, Harold W.	6/30/2003, inactive
5	DEQ: 2008-0065	381	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Shainin, Randall H.	6/30/2003, inactive
6	DEQ: 2008-0066	382	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Sharp, Stanton W.	6/30/2003, inactive
7	DEQ: 2008-0067	383	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Sherman, Stanley G.	12/31/2003; 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: 2008-0068	384	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Shulda Calven L.	exam no-show, 9/25/2003. Not in L2K
9	DEQ: 2008-0069	385	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Simpson, Robert M.	6/30/2003, inactive
10	DEQ: 2008-0070	386	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Sims, Henry L.	6/30/2003, inactive
11	DEQ: 2008-0071	387	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Spetter, Michael A.	6/30/2003, inactive
12	DEQ: 2008-0072	388	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	St. Denis, Scott M.	6/30/2003, inactive
13	DEQ: 2008-0073	389	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Strain, Christine L.	Prov TI exp. 4/30/2003
14	DEQ: 2008-0074	390	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Steinmetz, Gregory L.	6/30/2003, inactive
15	DEQ: 2008-0075	391	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Sullivan, Casey L.	12/31/2003; inactive
16	DEQ: 2008-0076	392	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Swinehart, W. Roger	6/30/2003, inactive
17	DEQ: 2008-0009	325	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Talley, Roger S.	6/30/2003, inactive
18	DEQ: 2008-0010	326	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Teague, Ernest J.	6/30/2003, inactive
19	DEQ: 2008-0011	327	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Thompson, Jimmy E.	6/30/2003, inactive
20	DEQ: 2008-0012	328	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Troutt, Cindy D.	6/30/2003, inactive
21	DEQ: 2008-0013	329	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	VanWinkle, Martin H.	12/31/2003, 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:
22	DEQ: 2008-0014	330	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Wagener, Ronald C.	6/30/2003, inactive
23	DEQ: 2008-0015	331	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Wagner, Allan K.	6/30/2003, inactive
24	DEQ: 2008-0016	332	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Ward, Beulah P.	6/30/2003, inactive
25	DEQ: 2008-0017	333	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Ward, Darrell N.	6/30/2003, inactive
26	DEQ: 2008-0018	334	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Ward, James V.	6/30/2003, inactive
27	DEQ: 2008-0019	335	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Waters, Keith L.	6/30/2003, inactive
28	DEQ: 2008-0020	336	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Watson, Michael D.	6/30/2003, inactive
29	DEQ: 2008-0021	337	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Weathers, LeRoy L.	6/30/2003, inactive
30	DEQ: 2008-0022	338	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Westerfield, Eric L.	6/30/2003, inactive
31	DEQ: 2008-0023	339	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	White, Gary G.	exam no show, 9/25/2003(CI/TI). Not in L2K
32	DEQ: 2008-0024	340	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Whitlock, David A.	6/30/2003, inactive
33	DEQ: 2008-0025	341	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Wilson, John T.	6/30/2003, inactive
34	DEQ: 2008-0025	341	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Wright, George W.	6/30/2003, inactive
35	DEQ: 2008-0026	342	Sewage Treatment / Collection Plant Operator Certifications	Retain 5 years, destroy & shred	Young, John S.	6/30/2003, inactive

[illegible]