
RE: Approval Request for Destruction of CBO 1990 Complaints Records

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

Date Tue 12/14/2021 8:58 AM

To MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>; VANTASSEL Linda * DEQ <linda.vantassel@deq.state.or.us>

Yes approved. Thanks!

From: MERCER Kristen * DEQ <kristen.mercer@deq.state.or.us>

Sent: Friday, December 10, 2021 3:13 PM

To: VANTASSEL Linda * DEQ <linda.vantassel@deq.state.or.us>; YELLESETTY Leela * DEQ <leela.yellesetty@deq.state.or.us>

Subject: RE: Approval Request for Destruction of CBO 1990 Complaints Records

I think this attached email is Leela's approval, but she confirm (I did go ahead and log it in so I will update is 11/29 isn't the right approval date).

From: VANTASSEL Linda * DEQ <linda.vantassel@deq.state.or.us>

Sent: Friday, December 10, 2021 10:39 AM

To: YELLESETTY Leela * DEQ <leela.yellesetty@deq.state.or.us>; MERCER Kristen * DEQ <kristen.mercer@deq.state.or.us>

Subject: FW: Approval Request for Destruction of CBO 1990 Complaints Records

Manager approval to destroy January – June, 1990 Complaint Records generated by the Coos Bay Office. Do I have your approval to destroy?

From: DAVIS Claudia * DEQ <claudia.davis@deq.state.or.us>

Sent: Friday, December 10, 2021 10:31 AM

To: VANTASSEL Linda * DEQ <linda.vantassel@deq.state.or.us>

Subject: RE: Approval Request for Destruction of CBO 1990 Complaints Records

Linda,

I approve the destruction of these records.

Thanks,
Claudia

From: VANTASSEL Linda * DEQ <linda.vantassel@deq.state.or.us>

Sent: Friday, December 3, 2021 8:36 AM

To: DAVIS Claudia * DEQ <claudia.davis@deq.state.or.us>

Subject: FW: Approval Request for Destruction of CBO 1990 Complaints Records

Hi Claudia. This request is for the first set of complaints. It's from January – June, 1990. Could you approve this set as well? Thank you. Linda

From: VANTASSEL Linda * DEQ
Sent: Monday, November 29, 2021 12:30 PM
To: DAVIS Claudia * DEQ <claudia.davis@deg.state.or.us>
Subject: Approval Request for Destruction of CBO 1990 Complaints Records

Hi Claudia. Martin and I went through the AQ Complaints this morning. One Complaint (Roseburg Forest Products) does have an active source file so that document is being mailed to Janice Tacconi in the Medford office. The other complaints were related to closed sites or to sites without an Air Quality permit. Would you be willing to approve the Complaint Records given this information? Thank you. Linda

Linda Van Tassel
Office Specialist
DEQ Coos Bay Office
381 N 2nd Street
Coos Bay, OR 97420
541-269-2721 x 233
Linda.VanTassel@deg.state.or.us

[Records destruction procedure](#)
[DEQ Retention Schedule](#)
[State General Retention Schedule](#)

[Records destruction procedure](#)
[DEQ Retention Schedule](#)
[State General Retention Schedule](#)

[Records destruction procedure](#)
[DEQ Retention Schedule](#)
[State General Retention Schedule](#)

Program/section name: AQ/Asbestos Complaints **Date approved by records officer:** _____

Program/section name: AQ/Asbestos Complaints **Date approved by records officer:** _____

Program staff requesting destruction: Linda Van Tassel **Date destroyed:** _____

Program staff requesting destruction: Linda Van Tassel **Date destroyed:** _____

Approving Manager: Claudia Davis

Schedule Name/ # (select from dropdown in space below)	Series # (from schedule)	Series Name (from schedule)	Retention period (from schedule)	Contents (any additional description or attach detailed list)	Date(s)
DEQ Special Schedule: 2008-0009	42	Asbestos Complaints	10 years	1/5/1990 -6/7/1990 Complaints. AQ Complaints related to Permitted Sources were placed in the Source File. Also complaints with equal or lessor retention periods in HW, SW, OB, UST and OSS. OSS records were scanned and are now housed in ORMS.	1/5/1990 - 7/2/1990