
RE: Records Destruction Request

From YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>
Date Wed 7/12/2023 3:11 PM
To PILLSBURY Lori * DEQ <Lori.PILLSBURY@deq.oregon.gov>; RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Cc KREPPS Sara * DEQ <Sara.KREPPS@deq.oregon.gov>

Sorry this got lost in the mix, I approve and have submitted to Iron Mountain.

From: PILLSBURY Lori * DEQ <Lori.PILLSBURY@deq.oregon.gov>
Sent: Monday, July 3, 2023 1:26 PM
To: RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Cc: KREPPS Sara * DEQ <Sara.KREPPS@deq.oregon.gov>
Subject: RE: Records Destruction Request

Yes I approve. Sorry if I was supposed to reply to the other email.
Thank you!!
L.

Lori Pillsbury

Laboratory & Environmental Assessment Division Administrator
Oregon Department of Environmental Quality
7202 NE Evergreen Parkway, Suite 150
Hillsboro, OR 97124

Cell: 503-312-1525
Email: lori.pillsbury@deq.oregon.gov

Executive Support: Blair Adams
Blair.adams@deq.oregon.gov
cell 971-323-7225

PUBLIC RECORDS LAW DISCLOSURE: This is a public document.
This e-mail may be subject to the state retention schedule and made available to the public.

Where the Science Happens! Watch this [video](#) and get a glimpse of the DEQ laboratory's work!

From: RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Sent: Monday, July 3, 2023 1:05 PM
To: PILLSBURY Lori * DEQ <Lori.PILLSBURY@deq.oregon.gov>
Cc: KREPPS Sara * DEQ <Sara.KREPPS@deq.oregon.gov>; RecordsRequest * DEQ

<recordsrequest@deq.oregon.gov>

Subject: FW: Records Destruction Request

Hello!

Apologies if I missed it but we need manager approval (or denial) and then we'll seek Leela's approval

Thank You!

Kristen

From: KREPPS Sara * DEQ <Sara.KREPPS@deq.oregon.gov>

Sent: Thursday, June 22, 2023 2:31 PM

To: RecordsRequest * DEQ <RecordsRequest@deq.state.or.us>

Cc: PILLSBURY Lori * DEQ <Lori.PILLSBURY@deq.oregon.gov>

Subject: Records Destruction Request

Hi Records,

I'd like to submit this Iron Mountain box list for destruction approval.

This is part of the "Master Division" set that had been attributed to the lab. Based upon the longest possible retention of 20 years and the receipt date at Iron Mountain, the box list submitted should all be eligible. All items are listed as "153 Environmental Data Summary Reports, Retain 20 years, destroy" to capture the max retention.

Please let me know if you have any questions. Thanks!

Sara Krepps

Oregon Department of Environmental Quality

Laboratory Quality Assurance Officer

7202 NE Evergreen Parkway, Suite 150

Hillsboro, OR 97124

sara.krepps@deq.oregon.gov

(503) 956-9363

"If at first you don't succeed, try two more times to make your failure statistically significant." ~Unknown



DEQ Records Destruction Authorization Form

Before destroying records, email this form to your manager & RecordsRequest@deq.state.or.us 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 - LEAD
Program staff requesting destruction: Sara Krepps
Approving Manager: Lori Pillsbury

Date approved by records officer: _____

Date destroyed: _____

Schedule Name/ # (select from dropdown in space below)	Series # (from schedule)	Series Name (from schedule)	Retention period (from schedule)	Customer Box Nbr	SKP Box Number	Contents (any additional description or attach detailed list)	Date(s)
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5745	OP00484770	LABADMC-1	11/11/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5746	OP00484771	LABADMC-2	11/11/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5747	OP00484772	LABADMC-3	11/11/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5748	OP00484773	LABADMC-4	11/11/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2200	OP00483627	LABAQMG1	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2201	OP00483628	LABAQMG2	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2202	OP00483629	LABAQMG3	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2204	OP00483630	LABAQMG4	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2205	OP00483631	LABAQMG5	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2206	OP00483632	LABAQMG6	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5137	OP00484648	LAB-AQM-H-1	1/31/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5138	OP00484649	LAB-AQM-H-11	1/31/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5139	OP00484650	LAB-AQM-H-12	1/31/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5131	OP00484642	LAB-AQM-H-13	1/31/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5127	OP00484638	LAB-AQM-H-2	1/31/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5144	OP00484655	LAB-AQM-H-3	1/31/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5123	OP00484634	LAB-AQM-H-4	1/31/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5124	OP00484635	LAB-AQM-H-5	1/31/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5179	OP00484657	LAB-AQM-H-6	2/14/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5143	OP00484654	LAB-AQM-H-7	1/31/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5122	OP00484633	LAB-AQM-H-8	1/31/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	5119	OP00484630	LAB-AQM-H-9	1/31/1997
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2208	OP00483634	LABINOG1	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2217	OP00483643	LABINOG10	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2218	OP00483644	LABINOG11	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2219	OP00483645	LABINOG12	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2220	OP00483646	LABINOG13	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2221	OP00483647	LABINOG14	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2222	OP00483648	LABINOG15	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2223	OP00483649	LABINOG16	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2224	OP00483650	LABINOG17	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2225	OP00483651	LABINOG18	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2226	OP00483652	LABINOG19	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2209	OP00483635	LABINOG2	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2227	OP00483653	LABINOG20	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2228	OP00483654	LABINOG21	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2229	OP00483655	LABINOG22	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2210	OP00483636	LABINOG3	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2211	OP00483637	LABINOG4	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2212	OP00483638	LABINOG5	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2213	OP00483639	LABINOG6	2/8/1995
DEQ Special Schedule: 2008-0009	153	Environmental Data Summary	Retain 20 years, destroy	2207	OP00483633	LABINOG7	2/8/1995

[illegible]

[illegible]

[illegible]