
RE: Copy of Copy of Copy of Copy of Records Destruction Authorization Form 7-31-2023.xlsx

From BREWER Tammy * DEQ <Tammy.BREWER@deq.oregon.gov>
Date Wed 8/9/2023 9:19 AM
To YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>; OLINGER Barbara * DEQ <Barbara.OLINGER@deq.oregon.gov>
Cc RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>

Approved, thank you.

Tammy

From: YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>
Sent: Monday, July 31, 2023 12:45 PM
To: OLINGER Barbara * DEQ <Barbara.OLINGER@deq.oregon.gov>
Cc: BREWER Tammy * DEQ <Tammy.BREWER@deq.oregon.gov>; RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Subject: RE: Copy of Copy of Copy of Copy of Records Destruction Authorization Form 7-31-2023.xlsx

Thanks Barbara, this is approved on my end. Once Tammy replies with approval you can proceed with destruction.

From: OLINGER Barbara * DEQ <Barbara.OLINGER@deq.oregon.gov>
Sent: Friday, July 28, 2023 4:51 PM
To: YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>
Cc: OLINGER Barbara * DEQ <Barbara.OLINGER@deq.oregon.gov>
Subject: Copy of Copy of Copy of Copy of Records Destruction Authorization Form 7-31-2023.xlsx

Good afternoon Leela,

Sending attachment for your approval.

Have a pleasant afternoon and weekend-
Barbara

Barbara A. Olinger
Administration Office
Department of Environmental Quality-V.I.P.
P: 971-673-1668

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](#)

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State General Retention Schedule

Program/section name:	DEQ VEHICLE INSPECTION PROGRAM	Date approved by records officer:	
Program staff requesting destruction:	BARBARA OLINGER	Date destroyed:	
Approving Manager:	TAMMY BREWER		

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)
VEHICLE EMISSIONS					
DEQ Special Schedule: 2008-0009	147	INSPECTION RECORDS	3 YRS.	ALL V.I.P. LOCATIONS	1-1-2019 - 7-31-2020