

WOLF Emmy * DEQ

From: KENNEDY-STOFFEL Emily * DEQ
Sent: Tuesday, October 29, 2024 2:09 PM
To: WOLF Emmy * DEQ; MERCER Kristen * DEQ; YELLESETTY Leela * DEQ
Cc: OBRIEN Audrey * DEQ
Subject: Haz Waste File Destruction
Attachments: 20241029oldHWfiles-Records Destruction Authorization Form.xlsx

Good afternoon all,

Audrey and I went through a box of past retention files to be destroyed. Here is the form that we filled out. Please let me know if there is anything else that you need from me for this. Thanks much,



Emmy Kennedy
Northwest Region Solid Waste Permit Coordinator
Oregon Department of Environmental Quality
700 NE Multnomah St, Portland OR 97232
Portland, OR 97232
Phone: 503-915-5149
Pronouns: She/They | [Why share pronouns?](#)

WOLF Emmy * DEQ

From: OBRIEN Audrey * DEQ
Sent: Wednesday, October 30, 2024 12:27 PM
To: RecordsRequest * DEQ
Cc: KENNEDY-STOFFEL Emily * DEQ
Subject: RE: Haz Waste File Destruction

Hi Emmy, yes I approve this destruction request.

Thanks.

Audrey O'Brien
Manager
Northwest Region Environmental Partnerships Section
Oregon Department of Environmental Quality
700 NE Multnomah Street, Suite 600
Portland, OR 97232
503-209-9182

From: RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Sent: Wednesday, October 30, 2024 12:25 PM
To: OBRIEN Audrey * DEQ <Audrey.OBRIEN@deq.oregon.gov>
Subject: FW: Haz Waste File Destruction

Hi Audrey,

I understand that you already reviewed this Records Destruction request, but if you could please respond back to the email that you have approved this destruction request so that we can move forward and process the request.

Please let me know if you have any questions.

Thank you,



Emmy Wolf (she/her/hers)
Public Records Coordinator
Administrative Specialist 2
Oregon Department of Environmental Quality
700 NE Multnomah St, Suite 600
Portland, OR 97232
Phone: 503.960.6210
Email: emmy.wolf@deq.oregon.gov

From: KENNEDY-STOFFEL Emily * DEQ <Emily.KENNEDY-STOFFEL@deq.oregon.gov>
Sent: Tuesday, October 29, 2024 2:09 PM

To: WOLF Emmy * DEQ <Emmy.Wolf@deq.oregon.gov>; MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>;
YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>
Cc: OBRIEN Audrey * DEQ <Audrey.OBRIEN@deq.oregon.gov>
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Portland, OR 97232
Phone: 503-915-5149
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WOLF Emmy * DEQ

From: RecordsRequest * DEQ
Sent: Thursday, October 31, 2024 9:18 AM
To: OBRIEN Audrey * DEQ; RecordsRequest * DEQ
Cc: KENNEDY-STOFFEL Emily * DEQ
Subject: RE: Haz Waste File Destruction

I approve of this destruction request.

Thanks,

Linda Ross

From: OBRIEN Audrey * DEQ <Audrey.OBRIEN@deq.oregon.gov>
Sent: Wednesday, October 30, 2024 12:27 PM
To: RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Cc: KENNEDY-STOFFEL Emily * DEQ <Emily.KENNEDY-STOFFEL@deq.oregon.gov>
Subject: RE: Haz Waste File Destruction

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Thanks.

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Oregon Department of Environmental Quality
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Phone: 503.960.6210
Email: emmy.wolf@deq.oregon.gov

From: KENNEDY-STOFFEL Emily * DEQ <Emily.KENNEDY-STOFFEL@deq.oregon.gov>
Sent: Tuesday, October 29, 2024 2:09 PM
To: WOLF Emmy * DEQ <Emmy.Wolf@deq.oregon.gov>; MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>; YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>
Cc: OBRIEN Audrey * DEQ <Audrey.OBRIEN@deq.oregon.gov>
Subject: Haz Waste File Destruction

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Portland, OR 97232
Phone: 503-915-5149
Pronouns: She/They | [Why share pronouns?](#)

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: NWR Env
Partnerships Section - HW inspection
files

retain for 10 years.

Date approved by records officer: _____

Program staff requesting destruction:
Approving Manager:

Audrey O'Brien
Audrey O'Brien

Date destroyed: _____

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		Hazardous Waste Generator 222 Inspection Records	10 years	Wagstaff Battery Manufacturing Company -- Haz Waste Inspection and Enforcement	1994
DEQ Special Schedule: 2008-0009		Hazardous Waste Generator 222 Inspection Records	10 years	Flightcraft Inc. -- Haz Waste Inspection and Enforcement	1994-1995
DEQ Special Schedule: 2008-0009		Hazardous Waste Generator 222 Inspection Records	10 years	Transco Industries Inc. -- Haz Waste Violations and Enforcement	1987
DEQ Special Schedule: 2008-0009		Hazardous Waste Generator 222 Inspection Records	10 years	JB Metal Finishing -- Haz Waste Inspection	1987
DEQ Special Schedule: 2008-0009		Hazardous Waste Generator 222 Inspection Records	10 years	JB Metal Finishing -- Haz Waste Enforcement	1987-1990

DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	DC Distributors dba Natures Maid Labs -- Haz Waste Complaint	1995
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Cyclamation Inc. -- Haz Waste Recycling Unit	1993
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	CES Auto Painting Inc. -- Haz Waste Inspection and Enforcement	1984
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Eastern Electric Apparatus Repair Co. -- Haz Waste Inspection	1993
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Port of Portland -- Haz Waste Enforcement	1993
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	US West Business Resources Inc -- Haz Waste Inspection and Compliance	1994
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Machinery Sales Co. -- Haz Waste Spill Incident	1994
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Hercules -- Haz Waste Warning Letter	2006
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Oligos -- Haz Waste Operating Plan	2000
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	MacDermid Inc -- Haz Waste Inspection	2007
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Rose Auto Service -- Haz Waste Complaint	1996

DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Louise's Furniture Restoration -- Haz Waste Inspection and Enforcement	1992-1995
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Willamette Central Corp. -- Haz Waste Enforcement and Bankruptcy	1992
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	VA Hospital -- Haz Waste Inspection	1993-1994
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Dacon Industries -- Haz Waste Complaint Response	1997
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	NW Construction and Painting -- Haz Waste Complaint Response	1998
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Pepsi -- Haz Waste Enforcement	2007
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	NW Leather Renewers -- Haz Waste Manifest	1995
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Pacific Hydraulic Repair -- Haz Waste Complaint	1995
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Benchmark Electronics -- Haz Waste Inspection and Enforcement	1995-1997
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Opticraft -- Haz Waste Inspection and Warning Letter	2007
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Hickory Springs -- Haz Waste Inspection and Warning Letter	2006

DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Pierce Pacific Manufacturing -- Haz Waste Inspection and Warning Letter	2006
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Master Mechanics Inc. -- Haz Waste Complaint	1996
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Ivey Engines -- Haz Waste Letter	1995
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Pacific Consolidated -- Haz Waste Inspection and Violation	1987
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	City of Portland -- Haz Waste Abandoned Materials	1996
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Interstate Battery Building -- Haz Waste Inspection	1993
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Wagner Mining -- Haz Waste Spill Response	1985-1992
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Home Depot #4040 -- Haz Waste Warning Letter	2007
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Tube Forgings of America Inc. -- Haz Waste Inspection and Violations	1992
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Interstate Auto Wrecking -- Haz Waste Inspection	2005
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Physical Distribution Inc. -- Haz Waste Inspection and Warning Letter	2008

DEQ Special Schedule: 2008-0009

Hazardous Waste Generator
222 Inspection Records

10 years

