

WOLF Emmy * DEQ

From: KEYES Kirk * DEQ
Sent: Tuesday, October 22, 2024 3:11 PM
To: UNRAU Jeremy * DEQ; RecordsRequest * DEQ
Subject: Records Destruction Request
Attachments: Records Destruction Authorization Form - LEAD Organics 10222024.xlsx

Greetings –

I have some records that I'd like to request destruction. Please see the attached form.

Thanks!

Kirk

Kirk D. Keyes
Chemist, Organic Section
Oregon Department of Environmental Quality
Laboratory & Environmental Assessment Division
7202 NE Evergreen Parkway, Suite 150,
Hillsboro, Oregon 97124
Phone: 971-323-7231

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:	LEAD - Organic Chemistry Section	Date approved by records officer:	
Program staff requesting destruction:	Kirk Keyes	Date destroyed:	
Approving Manager:	Jeremy unrau		

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	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	A-51968-1254-120509 ECD 8082	5/9/2012
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	A-51968-PCB-120508 ECD 8082	5/8/2012
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	A-51968-120217 ECD 8081	2/17/2012
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	A-51968-120216 ECD 8081	2/16/2012
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	A-51968-110815 ECD 8081	8/15/2011
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	A51968-110816 ECD 8081	8/16/2011
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	A51968-110225 ECD 8081	2/25/2011
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	A51968-110225 ECD 8081	2/26/2011
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	A51968-100318 ECD 8081	3/18/2010
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	S13K070 51154-FID Dx	11/18/2013
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	S13K073 51154-FID Dx	11/20/2013
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	S13J011 51154-FID Dx	10/7/2013
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	S13J012 51154-FID Dx	9/25/2013
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	S13H109 51154-FID Dx	8/26/2013
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	S14H045 51968-ECD 505	8/15/2014
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	S14H046 51968-ECD 505	8/16/2014
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	B14E078 51968-ECD 552	5/14/2014
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	S14E024 51968-ECD 504	5/9/2014
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	B14E036 51968-ECD 504	5/8/2014
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	S14B055 51968 ECD 508A	2/25/2014
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	B14A100 51968 ECD 508A	2/26/2014
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	S13G076 51968 ECD 505	7/25/2013
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	S13E064 51968 ECD 508A	5/20/2013
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	CHL-120801 51968-ECD 508 Chl	8/1/2012
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	A51968-1303308 ECD 508Chl	3/8/2013
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	A51968-131318-tox ECD 508Tox	3/18/2013
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	A51968-130320-Tox ECD 508 Tox	3/20/2013
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	A51968-130311 ECD 508Chl	3/11/2013
DEQ Special Schedule: 2008-0009	148	Environmental Raw Data Records	a) Inorganic drinking water metal records: retain 12	A51968-120918 ECD 504	9/18/2012

WOLF Emmy * DEQ

From: UNRAU Jeremy * DEQ
Sent: Thursday, October 24, 2024 8:39 AM
To: RecordsRequest * DEQ
Subject: RE: Records Destruction Request

Hi Emmy,

These items all look good for destruction, no concerns from me. Thank you.

Jeremy Unrau

Organic Chemistry Section Manager
ODEQ-Laboratory & Environmental Assessment Division
7202 NE Evergreen Parkway Suite 150, Hillsboro, OR 97124
Mobile: 503-887-9346
Jeremy.Unrau@deq.oregon.gov



From: RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Sent: Thursday, October 24, 2024 8:13 AM
To: UNRAU Jeremy * DEQ <Jeremy.UNRAU@deq.oregon.gov>
Subject: FW: Records Destruction Request

Good morning Jeremy,

I hope you're doing well. I just wanted to follow up with you on this records destruction request. If you have a moment, could you please review it and let me know your thoughts on approval?

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: KEYES Kirk * DEQ <Kirk.KEYES@deq.oregon.gov>

Sent: Tuesday, October 22, 2024 3:11 PM

To: UNRAU Jeremy * DEQ <Jeremy.UNRAU@deq.oregon.gov>; RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>

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Phone: 971-323-7231

WOLF Emmy * DEQ

From: RecordsRequest * DEQ
Sent: Thursday, October 24, 2024 10:47 AM
To: UNRAU Jeremy * DEQ; RecordsRequest * DEQ; KEYES Kirk * DEQ
Subject: RE: Records Destruction Request

Good Morning,

I approve the destruction of these records. Thank you, Kirk for staying on top of the retention schedule and getting this done!

Linda Ross

From: UNRAU Jeremy * DEQ <Jeremy.UNRAU@deq.oregon.gov>
Sent: Thursday, October 24, 2024 8:39 AM
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Subject: RE: Records Destruction Request

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Jeremy Unrau
Organic Chemistry Section Manager
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