

WOLF Emmy * DEQ

From: GRIFFITH Isaac * DEQ
Sent: Friday, December 13, 2024 3:01 PM
To: RecordsRequest * DEQ; YELLESETTY Leela * DEQ; PUSKAS Becka * DEQ
Subject: Record log for destruction
Attachments: RecDestructAuth12.12.24.xlsx

Hello,

Please see attached.

This should be the last one until the new year. There were a lot of destroy dates of December 2024 when I started this project so I think I will have another big round of these coming your way sometime in the next few months.

Thanks,

Ike Griffith
OCE Case Coordinator
Oregon Department of Environmental Quality
(he/him/his)
Phone - 971-277-8189

DEQ Records Destruction Authorization Form

Before destroying records, email this form to your manager & agency records officer (Leela Yellesetty) 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 - Office of Compliance & Enforcement	Date approved by records officer:	_____
Program staff requesting destruction:	Isaac Griffith	Date destroyed:	_____
Approving Manager:	Becka Puskas		

Schedule Name/ # (select from dropdown)	Series # (from schedule)	Series Name (from schedule)	Retention period (from schedule)	Contents (any additional description or attach detailed list)	Date(s)
DEQ: 2008-0009	11	Enforcement Files	5 years (10 years applied)	WYMORE TRANSFER CO - WQ-SW-NWR-11-173	12/29/2011
DEQ: 2008-0009	11	Enforcement Files	5 years (10 years applied)	WYMORE TRANSFER CO - WQ-SW-NWR-09-246	10/8/2010
DEQ: 2008-0009	11	Enforcement Files	5 years (10 years applied)	WYMORE TRANSFER CO - WQ-SW-NWR-03-095	12/1/2008
DEQ: 2008-0009	11	Enforcement Files	5 years (10 years applied)	WY'EAST LABS - WQ-I-ER-06-186	5/20/2008
DEQ: 2008-0009	11	Enforcement Files	5 years (10 years applied)	WOODGRAIN MILLWORK INC - WQ-SW-ER-10-269	6/3/2011
DEQ: 2008-0009	11	Enforcement Files	5 years (10 years applied)	WOODGRAIN MILLWORK INC - WQ-SW-ER-09-025	5/8/2009
DEQ: 2008-0009	11	Enforcement Files	5 years (10 years applied)	CITY OF WOODBURN - WQ-M-WR-09-043	6/26/2009
DEQ: 2008-0009	11	Enforcement Files	5 years (10 years applied)	WASHINGTON COUNTY - WQ-SW-NWR-07-106	11/14/2007
DEQ: 2008-0009	11	Enforcement Files	5 years (10 years applied)	CITY OF VENETA - WQ-M-WR-11-176	5/30/2012
DEQ: 2008-0009	11	Enforcement Files	5 years (10 years applied)	VANCOUVER IRON & STEEL - WQ-SW-NWR-11-191	12/19/2012

DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	VALLEY PAVING & ASPHALT INC - WQ-SW-ER-12-096	11/8/2012
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	MICHAEL WENER - WQ-D-NWR-10-276	5/17/2012
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	WESTERN INUDESTRIAL CERAMICS INC - WQ-SW-NWR-09-156	8/16/2011
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	UNION PACIFIC RR - WQ-I-ER-10-057	9/20/2012
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	UPS GROUND FREIGHT INC - WQ-SW-NWR-09-027	8/5/2009
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	US DEPARTMENT OF AGRICULTURE - WQ-D-WR-09-132	11/24/2009
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	US DEPARTMENT OF AGRICULTURE - WQ-D-WR-09-201	4/2/2010
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	US ARMY UMATILLA DEPOT - WQ-D-ER-12-080	11/8/2012
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	USACE - WQ-SW-NWR-10-016	6/23/2010
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	USACE - WQ-SW-NWR-02-165	10/5/2011
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	USACE - WQ-SW-NWR-10-016	4/12/2010
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	US DEPARTMENT OF AGRICULTURE - WQ-D-WR-09-201	4/2/2010

DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	US DEPARTMENT OF AGRICULTURE - WQ-D-WR-09-132	11/24/2009
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	MICHAEL P WILKINS - WQ-SW-NWR-11-019	6/22/2011
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	UNION PACIFIC RR - WQ-I-ER-10-057	9/10/2011
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	USPS - WQ-SW-NWR-13-139	1/6/2014
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	UPS GROUND FREIGHT INC - WQ-SW-NWR-12-125	12/31/2012
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	UPS - WQ-SW-NWR-09-024	8/5/2009
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	TP FREIGHT LINES, INC. - WQ-SW-NWR-10-045	6/15/2010
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	TOYO TANSO USA - WQ-I-NWR-09-215	6/15/2010
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	TRIAD MACHINERY, INC - WQ-SW-NWR-12-108	2/25/2013
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	TRIMET - WQ-SW-NWR-10-037	6/15/2010
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	TRI-CITY SERVICE DISTRICT - WQ-M-NWR-07-043	5/25/2007
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	CITY OF TROUTDALE - WQ-M-NWR-08-157	1/20/2009

DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	TYREE OIL - WQ-SP-WR-11-050	9/30/2013
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	TP FREIGHT LINES, INC. - WQ-SW-NWR-12-112	11/2/2012
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	THE DALLES - WQ-M-ER-10-169	7/30/2010
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	TILLAMOOK CREAMERY - WQ-I-NWR-11-209	6/5/2012
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)	TOP ONIONS - WQ-I-ER-11-204	8/10/2012
DEQ: 2008-0009	11 Enforcement Files	5 years (10 years applied)		
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WOLF Emmy * DEQ

From: PUSKAS Becka * DEQ
Sent: Sunday, December 15, 2024 8:19 PM
To: GRIFFITH Isaac * DEQ; RecordsRequest * DEQ; YELLESETTY Leela * DEQ
Subject: RE: Record log for destruction

Approved, thank you Ike!

Leela, just FYI, I believe Ike has now gone through ALL of OCE's paper files over the last 4-6 months and destroyed what he could. AND we moved to 100% electronic filing this year (except collections cases). So it will be about 10 years before we are mostly done with paper files, but we are making the MOVE! Thank you, Ike, for all your work on this project.

Becka

From: GRIFFITH Isaac * DEQ <Isaac.GRIFFITH@deq.oregon.gov>
Sent: Friday, December 13, 2024 3:01 PM
To: RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>; YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>; PUSKAS Becka * DEQ <Becka.PUSKAS@deq.oregon.gov>
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Oregon Department of Environmental Quality
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Phone - 971-277-8189

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From: RecordsRequest * DEQ
Sent: Monday, December 16, 2024 1:16 PM
To: PUSKAS Becka * DEQ; YELLESETTY Leela * DEQ; GRIFFITH Isaac * DEQ; RecordsRequest * DEQ
Cc: SAYLOR Erin * DEQ
Subject: RE: Record log for destruction

These records are approved for destruction.

Thanks so much, Ike for all your work! This is fantastic!

Linda Ross
Records Officer

From: PUSKAS Becka * DEQ <Becka.PUSKAS@deq.oregon.gov>
Sent: Monday, December 16, 2024 9:22 AM
To: YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>; GRIFFITH Isaac * DEQ <Isaac.GRIFFITH@deq.oregon.gov>; RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Cc: SAYLOR Erin * DEQ <Erin.Saylor@deq.oregon.gov>
Subject: RE: Record log for destruction

I think we are up for it if Ike is willing to be the guest / star. Also, Erin will be OCE manager starting 2/1 so looping her in here!

From: YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>
Sent: Monday, December 16, 2024 8:49 AM
To: PUSKAS Becka * DEQ <Becka.PUSKAS@deq.oregon.gov>; GRIFFITH Isaac * DEQ <Isaac.GRIFFITH@deq.oregon.gov>; RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
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That is a HUGE accomplishment!!! Thanks so much for all your work on this Ike, and congrats to the OCE team for taking the plunge and going paperless!

This reminds me we've begun planning for next year's records and data forums and I was thinking it would be cool to highlight various information success stories in different areas of the agency—would that be something you all might be up for?

Cheers,
Leela

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