

WOLF Emmy * DEQ

From: OLINGER Barbara * DEQ
Sent: Wednesday, August 28, 2024 2:32 PM
To: RecordsRequest * DEQ
Cc: BREWER Tammy * DEQ
Subject: Copy of Records Destruction Authorization Form 9-01-2024.xlsx
Attachments: Copy of Records Destruction Authorization Form 9-01-2024.xlsx

Submitting for approval.

Thank you-
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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Authorization is by email only, no signatures required.

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)
DEQ Special Schedule: 2008-0009	147	VEHICLE EMISSIONS INSPECTION RECORDS	3 YRS.	ALL V.I.P. LOCATIONS	1-1-2020 to 9-30-2021

WOLF Emmy * DEQ

From: BREWER Tammy * DEQ
Sent: Tuesday, September 10, 2024 1:44 PM
To: RecordsRequest * DEQ
Cc: OLINGER Barbara * DEQ; BREWER Tammy * DEQ
Subject: Re: Copy of Records Destruction Authorization Form 9-01-2024.xlsx

Thank you for the reminder on this as I missed it while away.

Approved, thank you.

Tammy

From: RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Sent: Tuesday, September 10, 2024 1:40 PM
To: BREWER Tammy * DEQ <Tammy.BREWER@deq.oregon.gov>
Cc: OLINGER Barbara * DEQ <Barbara.OLINGER@deq.oregon.gov>; RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Subject: FW: Copy of Records Destruction Authorization Form 9-01-2024.xlsx

Hi Tammy,

I hope you're doing well and settling back in after your time out of the office.

I wanted to follow up with you on this records destruction request from Barbara that currently pending for your approval. If you have a moment, we would greatly appreciate your review and approval for us to move forward with this request.

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@dqe.oregon.gov

From: OLINGER Barbara * DEQ <Barbara.OLINGER@deq.oregon.gov>
Sent: Wednesday, August 28, 2024 2:32 PM
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To: BREWER Tammy * DEQ; RecordsRequest * DEQ
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From: BREWER Tammy * DEQ <Tammy.BREWER@deq.oregon.gov>
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