

WOLF Emmy * DEQ

From: OLINGER Barbara * DEQ
Sent: Wednesday, November 27, 2024 2:17 PM
To: RecordsRequest * DEQ
Cc: BREWER Tammy * DEQ
Subject: Copy of Records Destruction Authorization Form 11-27-2024.xlsx
Attachments: Copy of Records Destruction Authorization Form 11-27-2024.xlsx

Submitting for approval.

Happy Holidays!  
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	1-1-2020 to 12-31-2021

WOLF Emmy * DEQ

From: BREWER Tammy * DEQ
Sent: Tuesday, December 3, 2024 12:38 PM
To: RecordsRequest * DEQ
Cc: BREWER Tammy * DEQ
Subject: Re: Copy of Records Destruction Authorization Form 11-27-2024.xlsx

Good afternoon,

Yes, on 11/27 at 4:11pm I approved the updated form Barbara sent out.

Let me know if anything else is needed from me.

Thanks,

Tammy

From: RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Sent: Tuesday, December 3, 2024 12:26 PM
To: BREWER Tammy * DEQ <Tammy.BREWER@deq.oregon.gov>
Subject: FW: Copy of Records Destruction Authorization Form 11-27-2024.xlsx

Hi Tammy,

I hope you had a wonderful Thanksgiving holiday!

I'm following up on the Records Destruction request from Barbara last week. When you have a moment, could you please review it and let us know if you approve the request?

Thank you!

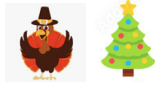


Emmy Wolf (she/her/hers)
Public Records Coordinator
Administrative Specialist 2
Oregon Department of Environmental Quality
700 NE Multnomah St, Suite 600
Portland, OR 97232
Phone: 503.960.6210
Email: emmy.wolf@deq.oregon.gov

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WOLF Emmy * DEQ

From: YELLESETTY Leela * DEQ
Sent: Tuesday, December 3, 2024 5:07 PM
To: BREWER Tammy * DEQ; RecordsRequest * DEQ
Subject: RE: Copy of Records Destruction Authorization Form 11-27-2024.xlsx

Approved, thanks!

From: BREWER Tammy * DEQ <Tammy.BREWER@deq.oregon.gov>
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