

WOLF Emmy * DEQ

From: ROSS Linda * DEQ
Sent: Tuesday, March 4, 2025 1:44 PM
To: OBRIEN Audrey * DEQ; RecordsRequest * DEQ
Cc: KENNEDY-STOFFEL Emily * DEQ
Subject: RE: please approve destruction of these files

I approve of the destruction of these records.

Thank you,

Linda



Linda Ross (she/her/hers)
Records Officer
Operations & Policy Analyst 2
Oregon Department of Environmental Quality
700 NE Multnomah St, Suite 600
Portland, OR 97232
Phone: +1 (971) 400-9142
Email: linda.ROSS@deq.oregon.gov

From: OBRIEN Audrey * DEQ <Audrey.OBRIEN@deq.oregon.gov>
Sent: Tuesday, March 4, 2025 1:28 PM
To: ROSS Linda * DEQ <Linda.Ross@deq.oregon.gov>; RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Cc: KENNEDY-STOFFEL Emily * DEQ <Emily.KENNEDY-STOFFEL@deq.oregon.gov>
Subject: please approve destruction of these files

Hi,

Here is a records destruction request. I approve destruction of these files as they are past the records retention schedule.

Thanks.

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

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	222	Hazardous Waste Generator Inspection Records	10 years	YRC INC inspection submittals	9/24/2009
DEQ Special Schedule: 2008-0009	222	Hazardous Waste Generator Inspection Records	10 years	YRC manifest data and inspection notes	2011-2013
DEQ Special Schedule: 2008-0009	222	Hazardous Waste Generator Inspection Records	10 years	YRC notes, manifests	2009
DEQ Special Schedule: 2008-0009	222	Hazardous Waste Generator Inspection Records	10 years	Xerox notes, inspection checklist, xerox response to concerns	2009-2010
DEQ Special Schedule: 2008-0009	222	Hazardous Waste Generator Inspection Records	10 years	Williams Control photo log, corrections to WL invoices for bulbs	2009-2010

DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Weyerhaeuser Specialty Products inspection warning letter and response	2008
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Waste Management Universal Waste Lamp Tracker 2, Inc./ Earth Protection Services	2009
DEQ Special Schedule: 2008-0009	Hazardous Waste Generator 222 Inspection Records	10 years	Western Star Truck Man Plant/Daimler inspection, WL photo log, response	2008-2009
DEQ Special Schedule: 2008-0009	Hazardous Waste audit 222 reports	5 years	HW audit files, audit working file 1995- 1996	1995-1996





