

WOLF Emmy * DEQ

From: BENNINGHOFF Benjamin * DEQ
Sent: Friday, January 3, 2025 12:12 PM
To: ROSS Linda * DEQ; ADAMS Diana * DEQ
Cc: RecordsRequest * DEQ
Subject: RE: Records Destruction Authorization Form Stormwater 1200-c and Z.xlsx

Good Afternoon-

I heard back from Clean Water Services, and they have records showing that the Tektronix records from 2001-2006 are obsolete (they became a NEC facility in 2006) and therefore can be destroyed because it has been greater than 10 years (i.e. after 2016).

Please let me know if you need any additional information.

Ben

Benjamin Benninghoff | Stormwater UIC Manager
Oregon Department of Environmental Quality
Northwest Region Water Quality
Cell: 971-349-8987

From: ROSS Linda * DEQ <Linda.Ross@deq.oregon.gov>
Sent: Monday, December 23, 2024 3:45 PM
To: BENNINGHOFF Benjamin * DEQ <Benjamin.Benninghoff@deq.oregon.gov>; ADAMS Diana * DEQ <Diana.ADAMS@deq.oregon.gov>
Cc: RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Subject: RE: Records Destruction Authorization Form Stormwater 1200-c and Z.xlsx

Thank you for your time checking into all of this. We will wait to hear from you.

Happy Holidays!

From: BENNINGHOFF Benjamin * DEQ <Benjamin.Benninghoff@deq.oregon.gov>
Sent: Monday, December 23, 2024 3:33 PM
To: ROSS Linda * DEQ <Linda.Ross@deq.oregon.gov>; ADAMS Diana * DEQ <Diana.ADAMS@deq.oregon.gov>
Cc: RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Subject: RE: Records Destruction Authorization Form Stormwater 1200-c and Z.xlsx

Good Afternoon-

After checking with staff, the following is the recommendation for how to handle the 12Z records that were mentioned.

FTL Distribution terminated permit coverage in October 28, 2020. The records associated with this site should be retained for 10 years from this date.

The Tektronix Inc facility is located in Clean Water Services jurisdictional area since CWS serves as a 12Z agent for DEQ. I have sent a message to CWS to get clarity about facility status and historic submittals so we can determine if the records from 2006 are obsolete. As soon as I hear back from CWS, then I will provide an update.

Thank you for your patience as the stormwater program works through these issues.

Ben

DEQ Special Schedule: 2008-0016	321 (d)	Stormwater Permit Records	10 Years then destroy	FTL (Distrribution
DEQ Special Schedule: 2008-0017	322 (d)	Stormwater Permit Records	10 Years then destroy	Tektronix Inc 120

Benjamin Benninghoff | Stormwater UIC Manager
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From: ROSS Linda * DEQ <Linda.ROSS@deq.oregon.gov>
Sent: Monday, December 23, 2024 1:45 PM
To: ADAMS Diana * DEQ <Diana.ADAMS@deq.oregon.gov>; BENNINGHOFF Benjamin * DEQ <Benjamin.Benninghoff@deq.oregon.gov>
Cc: RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Subject: RE: Records Destruction Authorization Form Stormwater 1200-c and Z.xlsx

Hi Ben,
Wanted to follow up and see if you had a chance to look at the 12Z files and approve them for destruction.
Thanks,
Linda

From: ROSS Linda * DEQ <Linda.Ross@deq.oregon.gov>
Sent: Tuesday, December 17, 2024 9:09 AM
To: ADAMS Diana * DEQ <Diana.ADAMS@deq.oregon.gov>; BENNINGHOFF Benjamin * DEQ <Benjamin.Benninghoff@deq.oregon.gov>; YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>; WOLF Emmy * DEQ <Emmy.Wolf@deq.oregon.gov>; MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>
Subject: RE: Records Destruction Authorization Form Stormwater 1200-c and Z.xlsx

Hi Diana and Ben,

These destruction notices can be sent through the recordsrequest@deq.oregon.gov email. That way Leela, Kristen, Emmy and I all see them, but they can go through the process and be recorded properly.

Ben, let me know when you have had a chance to review the 12Z files, and I will review it on my end.

Thanks,

Linda

Linda Ross
Records Officer

From: ADAMS Diana * DEQ <Diana.ADAMS@deq.oregon.gov>
Sent: Tuesday, December 17, 2024 8:46 AM
To: BENNINGHOFF Benjamin * DEQ <Benjamin.Benninghoff@deq.oregon.gov>; YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>; WOLF Emmy * DEQ <Emmy.Wolf@deq.oregon.gov>; ROSS Linda * DEQ <Linda.Ross@deq.oregon.gov>; MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>
Subject: Re: Records Destruction Authorization Form Stormwater 1200-c and Z.xlsx

Sounds good, thank you.

From: BENNINGHOFF Benjamin * DEQ <Benjamin.Benninghoff@deq.oregon.gov>
Sent: Tuesday, December 17, 2024 8:45:54 AM
To: ADAMS Diana * DEQ <Diana.ADAMS@deq.oregon.gov>; YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>; WOLF Emmy * DEQ <Emmy.Wolf@deq.oregon.gov>; ROSS Linda * DEQ <Linda.Ross@deq.oregon.gov>; MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>
Subject: RE: Records Destruction Authorization Form Stormwater 1200-c and Z.xlsx

Hi Diana-

The files associated with 12C permits can be destroyed as they are more than 15 years old. I will double-check the two files associated with the 12Z permits (bottom 2), and get back to you shortly regarding retention or destruction.

Thank you for bringing this to my attention.

Ben

Benjamin Benninghoff | Stormwater UIC Manager
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From: ADAMS Diana * DEQ <Diana.ADAMS@deq.oregon.gov>
Sent: Tuesday, December 17, 2024 8:23 AM
To: YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>; BENNINGHOFF Benjamin * DEQ <Benjamin.Benninghoff@deq.oregon.gov>; WOLF Emmy * DEQ <Emmy.Wolf@deq.oregon.gov>; ROSS Linda * DEQ <Linda.Ross@deq.oregon.gov>; MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>
Subject: Records Destruction Authorization Form Stormwater 1200-c and Z.xlsx

Hi,

I was unsure of who needed to review this on the records team, so I added all of you.

These are Stormwater files, so Ben please review and let me know if we are clear to destroy these files.

<< File: Records Destruction Authorization Form Stormwater 1200-c and Z.xlsx >>

Diana Adams
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