

WOLF Emmy * DEQ

From: RecordsRequest * DEQ
Sent: Friday, May 2, 2025 3:53 PM
To: ROCHETTE Sean * DEQ; TROX Randall * DEQ
Cc: RecordsRequest * DEQ
Subject: RE: Records Destruction Authorization Form.XLSX

I approve of the destruction of these records.

Thank you,

Linda

Linda Ross
Records Officer

From: ROCHETTE Sean * DEQ
Sent: Thursday, May 1, 2025 3:14 PM
To: TROX Randall * DEQ
Cc: RecordsRequest * DEQ
Subject: Re: Records Destruction Authorization Form.XLSX

I approve. Thanks

Sean Rochette
Onsite Program Manager
Oregon DEQ

From: TROX Randall * DEQ <Randall.TROX@deq.oregon.gov>
Sent: Thursday, May 1, 2025 2:38:15 PM
To: ROCHETTE Sean * DEQ <Sean.ROCHETTE@deq.oregon.gov>
Cc: RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Subject: Records Destruction Authorization Form.XLSX

Hi Sean

Please review attached and I am requesting authorization from you to destroy the records listed in the attached. Email authorization is approved. No need to sign. Once authorized by you and records team I will destroy.

Randy

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:	<u>WQ/Onsite</u>	Date approved by records officer:	<u> </u>
Program staff requesting destruction:	<u>Randy Trox</u>	Date destroyed:	<u> </u>
Approving Manager:	<u>Sean Rochette</u>		

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	327	Source Permits (NPDES and WPCF General and Individual Permits)	Retain current and previous, destroy	WPCF file # 106383 permits	1992 & 2001
DEQ Special Schedule: 2008-0009	332	Waste and Wastewater Discharge/Disposal Permit Records	Retain Discharge Monitoring Reports, Inspection Files, and Enforcement Files 15 years, destroy	WPCF file # 106383 DMRs, correspondence, inspection records	pre-2010
DEQ Special Schedule: 2008-0009	332	Waste and Wastewater Discharge/Disposal Permit Records	Retain Discharge Monitoring Reports, Inspection Files, and Enforcement Files 15 years, destroy	WPCF file # 105379 DMRs, correspondence, inspection records	Pre-2010

DEQ Special Schedule: 2008-0009	Source Permits (NPDES and WPCF General and Individual 327 Permits)	Retain current and previous, destroy	WPCF file # 108327 permit	1996
DEQ Special Schedule: 2008-0009	Waste and Wastewater Discharge/Disposal Permit 332 Records	Retain Discharge Monitoring Reports, Inspection Files, and Enforcement Files 15 years, destroy	WPCF file # 108327 DMRs, correspondence, inspection records	Pre-2010
DEQ Special Schedule: 2008-0009	Source Permits (NPDES and WPCF General and Individual 327 Permits)	Retain current and previous, destroy	WPCF file # 106732 permits	1992, 1998
DEQ Special Schedule: 2008-0009	Waste and Wastewater Discharge/Disposal Permit 332 Records	Retain Discharge Monitoring Reports, Inspection Files, and Enforcement Files 15 years, destroy	WPCF file # 106732 DMRs, correspondence, inspection records	Pre-2010
DEQ Special Schedule: 2008-0009	Waste and Wastewater Discharge/Disposal Permit 332 Records	Retain Discharge Monitoring Reports, Inspection Files, and Enforcement Files 15 years, destroy	WPCF file # 100029 DMRs, correspondence, inspection records	Pre-2010
DEQ Special Schedule: 2008-0009	Source Permits (NPDES and WPCF General and Individual 327 Permits)	Retain current and previous, destroy	WPCF file # 100029 permit	1993, 1986

[illegible]



