

WOLF Emmy * DEQ

From: RecordsRequest * DEQ
Sent: Monday, March 24, 2025 10:21 AM
To: KOGER Susan * DEQ; RecordsRequest * DEQ
Subject: RE: Approved! FW: Another records destruction form!

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: KOGER Susan * DEQ <Susan.Koger@deq.oregon.gov>
Sent: Monday, March 24, 2025 9:11 AM
To: RecordsRequest * DEQ <recordsrequest@deq.oregon.gov>
Subject: FW: Approved! FW: Another records destruction form!

Thanks, Ranei! Forwarding it to Records here.
Cheers,
sue

From: NOMURA RANEI * DEQ <RANEI.NOMURA@deq.oregon.gov>
Sent: Monday, March 24, 2025 9:08 AM
To: KOGER Susan * DEQ <Susan.Koger@deq.oregon.gov>
Cc: STEINDORF Chris * DEQ <Chris.STEINDORF@deq.oregon.gov>; HANSEN Trinh * DEQ <Trinh.Hansen@deq.oregon.gov>
Subject: Approved! FW: Another records destruction form!

Sue,

My apologies for letting this one slip by. I approve of the attached list for destruction.

Thank you!

Ranei

Ranei Nomura
Water Quality Program Manager

DEQ Western Region
503-378-5081 office
pronouns: she, her

From: KOGER Susan * DEQ <Susan.KOGER@deq.oregon.gov>
Sent: Monday, March 24, 2025 9:00 AM
To: NOMURA RANEI * DEQ <RANEI.NOMURA@deq.oregon.gov>
Cc: STEINDORF Chris * DEQ <Chris.STEINDORF@deq.oregon.gov>
Subject: FW: Another records destruction form!

Hi Ranei, Just wondering if you'd like me to proceed with sending this to Records?

Thank you!
sue

From: KOGER Susan * DEQ
Sent: Wednesday, March 12, 2025 11:11 AM
To: NOMURA RANEI * DEQ <RANEI.NOMURA@deq.oregon.gov>
Cc: HANSEN Trinh * DEQ <Trinh.Hansen@deq.oregon.gov>; STEINDORF Chris * DEQ <Chris.STEINDORF@deq.oregon.gov>
Subject: Another records destruction form!

Good morning!

I'm attaching an authorization form for the following categories:

- a) Yet some more old (>15 years) DMRs;
- b) The Willamette Industries file that you (Ranei) reviewed when you were here, & ok'd to destroy;
- c) An old file for Stayton Canning that was in the reception area boxes & *not* highlighted by you when you were here (I inadvertently left it off the last list for the reception boxes);
- d) The remainder are inactive/terminated files from the individual permit filing area (note 1 is actually a gen 10 permit that was mis-filed in there). I specified contents, dates, including year terminated, & confirmed that none of these files are active in YDO Cleanup Program or ECSI.

If this all looks good to you, I'll submit it to Records, and then next week I'll work on doing the same for files in the general permit area!

I'm planning on taking tomorrow off, so I'll be back in on Monday. (Copying Chris to keep him in the loop about my activities and time.)

Thanks, all!!
sue

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:	Water Quality	Date approved by records officer:	
Program staff requesting destruction:	Sue Koger - Salem Office	Date destroyed:	
Approving Manager:	Raneil Nomura		

Schedule Name/ # (select from dropdown in space below)	Series # (from schedule)	Series Name (from schedule)	Retention period (from schedule)	Contents	File #	Date(s)	Notes:	Terminated/E xpired	YDO - Cleanup Program	ECSI	
DEQ Special Schedule: 2008-0009	332	Waste & Wastewater Discharge/Disposal Permit Records - DATA	15 years	Pacific Shrimp Company - 900-J DMRs	63939	2006-2009					
DEQ Special Schedule: 2008-0009	332	Waste & Wastewater Discharge/Disposal Permit Records	15 years	MALLORIE'S DAIRY - DMRs - wastewater discharge	52717	1991-1995					
DEQ Special Schedule: 2008-0009	332	Waste & Wastewater Discharge/Disposal Permit Records	15 years	MT JEFFERSON WOOLENS/ DELONG SPORTSWEAR - DATA - Effluent Log	58835	1994					
DEQ Special Schedule: 2008-0009	332	Waste & Wastewater Discharge/Disposal Permit Records	15 years	Willamette Industries - Springfield - Permit/Corresp	97092 (?)	1974-1986	Raneil ok'd to destroy - note on file - 3/6	1984	no PLC record	no	
DEQ Special Schedule: 2008-0009	332	Waste & Wastewater Discharge/Disposal Permit Records	15 years	Stayton Canning - Corresp	84791 (?)	1968-1975	Was in a box by reception; not highlighted on list by RN		no PLC record	no further state action required	
DEQ Special Schedule: 2008-0009	332	Waste & Wastewater Discharge/Disposal Permit Records	15 years	J.C. COMPTON CO - Valley Concrete & Gravel Co - GEN 10 permit; Corresp, Inspection Forms, Photos	850	1991-1998		May, 1999	no PLC record	no	
DEQ Special Schedule: 2008-0009	332	Waste & Wastewater Discharge/Disposal Permit Records	15 years	ISBERG RV PARK - Permit, corresp, enforcement, maps	42532	1992-1999		Mar, 2001	no PLC record	no	
DEQ Special Schedule: 2008-0009	332	Waste & Wastewater Discharge/Disposal Permit Records	15 years	KNUTSON TOWBOAT COMPANY - Permit, corresp, Bark survey report, legal paper (mutual agreement & order), pictures	47266	1993-2002	cf file # 107230, Gen 04 - active permit	Aug, 2008	no PLC record	no	
DEQ Special Schedule: 2008-0009	332	Waste & Wastewater Discharge/Disposal Permit Records	15 years	MALLORIE'S DAIRY - Permit, corresp, enforcement, water management plan, maps & photos	52717	1987-1999		Mar, 2000	no PLC record	no	
DEQ Special Schedule: 2008-0009	332	Waste & Wastewater Discharge/Disposal Permit Records	15 years	MT JEFFERSON WOOLENS/ DELONG SPORTSWEAR - Permit, corresp, maps, hydrologic work plan, wastewater management plan, pollution complaints, data, minimum groundwater characterization	58835	1968-2006		Sept, 2001	no PLC record	no further state action required	

[illegible]