

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

*NCO 15 Rm 119*

TO **GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

Environmental Protection Agency

2 MAJOR SUBDIVISION

Management and Organization Division

3 MINOR SUBDIVISION

Administrative Management Branch (PM-213)

4 NAME OF PERSON WITH WHOM TO CONFER

Thomas Tasker

5 TEL EXT

755-0840

LEAVE BLANK
JOB NO NC1-412-82-9
DATE RECEIVED December 15, 1981
NOTIFICATION TO AGENCY
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10
<p><u>1-21-82</u> <i>[Signature]</i> Date Archivist of the United States</p>

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

**A** Request for immediate disposal.

**B** Request for disposal after a specified period of time or request for permanent retention.

C DATE <u>10/21/81</u>	D SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> Harold R. Masters	E. TITLE Chief, Admin. Management Branch (PM-213)
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7 ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10. ACTION TAKEN
EPA Schedule Appendix C No. 9 Item 18	<p>The Noise Abatement and Control Records Control Schedule is being amended to add a new item 18, Standards, Regulations, and Guidelines not issued. The new item pertains to regulations in various phases of development that have not been officially issued.</p> <p>Attached is a copy of the EPA Records Control Schedule for this series of records.</p> <p><i>Change made with EPA concurrence. 12/17/81. jrb</i></p>		<i>Items</i>

**U.S. ENVIRONMENTAL PROTECTION AGENCY—RECORDS CONTROL SCHEDULES**

SCHED NO

TITLE OF SCHEDULE

COVERAGE OF SCHEDULE

ITEM NO

NAME AND DESCRIPTION OF RECORD/FILE

RETENTION PERIOD AND DISPOSITION

18. Regulations, Standards, and Guidelines Not Issued. Contains information relating to the development of rules for affecting the noise legislation passed by Congress. Records consist of drafts of proposed regulations, technical material used to support development of rules, memos and letters which document internal comments, news clippings, and other related material.

Retention: Retain <sup>3</sup>/<sub>7</sub> years.

Disposition: Break file when program is discontinued. Transfer to the FRC. Keep in FRC for <sup>3</sup>/<sub>7</sub> years, then destroy.