RECORDS CLASSIFICATION FORM
REGION 5 SUPERFUND SITE RECORDS

THIS FORM MUST ACCOMPANY BOTH ELECTRONIC AND PAPER DOCUMENT SUBMISSIONS TO THE RECORDS CENTER

Date _12_ /_18 / __2019__

Submitted By: Judy Canova **Phone#**: 3-7997
SITE / CASE NAME*: Pristine
CERCLIS / Grant ID #: OHD076773712 **Spill ID#:** 0556 **State:** OH **OU:** 00
Attorney for the site: James Morris **RPM / OSC for the site:** Judy Canova
Date(s) of documents:5/29/19 Type(s) of documents: Email and Attachment
Number of documents / boxes submitted with this form:2

1. Site-specific submission category (select):

ADMINISTRATIVE RECORD_____
BROWNFIELDS_____
COST RECOVERY_____
FEDERAL FACILITIES_____
OTHER (specify): _____

REMEDIAL (NPL)__X_____
REMOVAL_____
SITE ASSESSMENT_____
SFD ALTERNATIVE SITE _____
ICTS REPORTS / SIGNOFF_____

2. Does the submission contain CONFIDENTIAL BUSINESS INFORMATION? ___Yes _X__No
CBI submissions should be referred directly to SFD Records Manager Todd Quesada (6-4465)

If documents are non-releasable / privileged, please check type below:

Attorney Work Product _____ Enforcement/Settlement Confidential ____
Attorney-Client Communication _____ OGC OK _____
Deliberative Process _____ Privacy _____

3. Are the documents to be scanned into the SEMS/Document Management System?

____ Do not scan into SEMS/SDMS _____ Scan, mark non-releasable

___X__ Scan, mark releasable (select document category below):

104(e) Letter (Signed)_____ Five Year Review _____ Administrative Order / AOC (signed)___
POLREP _____ Action Memo (Redacted) _____ Public Comment Submittals/Responses__
ROD / ESD (Signed) _____ Consent Decree (Signed) _____ RI/FS Final Reports/Technical docs _____

OTHER____: Requires OSC, RPM or Attorney signature authorizing release – submissions marked under the "other" category will be automatically indexed and scanned as non-releasable without the required signature.

ATTORNEY/OSC/RPM_Jim Morris//Judy Canova//_____ Date 12/13/2019

4. **Hard copies are to be:**
___X__ Archived to the Federal Records Center (FRC / off-site storage)
_____ Returned to submitter
_____ Placed into site file

Priority: __X____ Low _____ Medium _____ RUSH

SPECIAL INSTRUCTIONS / NOTES: **Look for CD containing report in the binder and upload electronic copy rather than scanning.**

*NOTE: Submissions to the RECORDS CENTER require one completed form per site. Please direct any questions regarding this form to Todd Quesada, SFD Records Manager at 6-4465.