



## U. S. Chemical Safety and Hazard Investigation Board

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March 2, 2001

### Board Action Report

Notation No.: 93

Voting Period: Urgent Notation Item February 26, 2001 – March 2, 2001, but votes are requested as soon as possible

Subject: **URGENT NOTATION ITEM**

Whereas,

1. The CSB is required, under the Federal Records Act, and other applicable law, to safeguard and retain all necessary records of its operation as an agency while eliminating unnecessary paperwork;
2. The CSB is also required to issue a policy directive establishing a comprehensive records management program, and to appoint an agency official to create, implement and manage its program;
3. The attached draft CSB Order establishes a framework for the implementation of the CSB's records management program.

Therefore, pursuant to its authority under 42 U.S.C. § 7412(r)(6)(N), the Board hereby votes to adopt the attached draft proposed Order as its final Order on the CSB's Records Management Program.

Approval Date: March 1, 2001

	<u>Approve</u>	<u>Disapprove</u>	<u>Not Participating</u>
Isadore Rosenthal	x		
Gerald Poje	x		
Andrea Taylor	x		