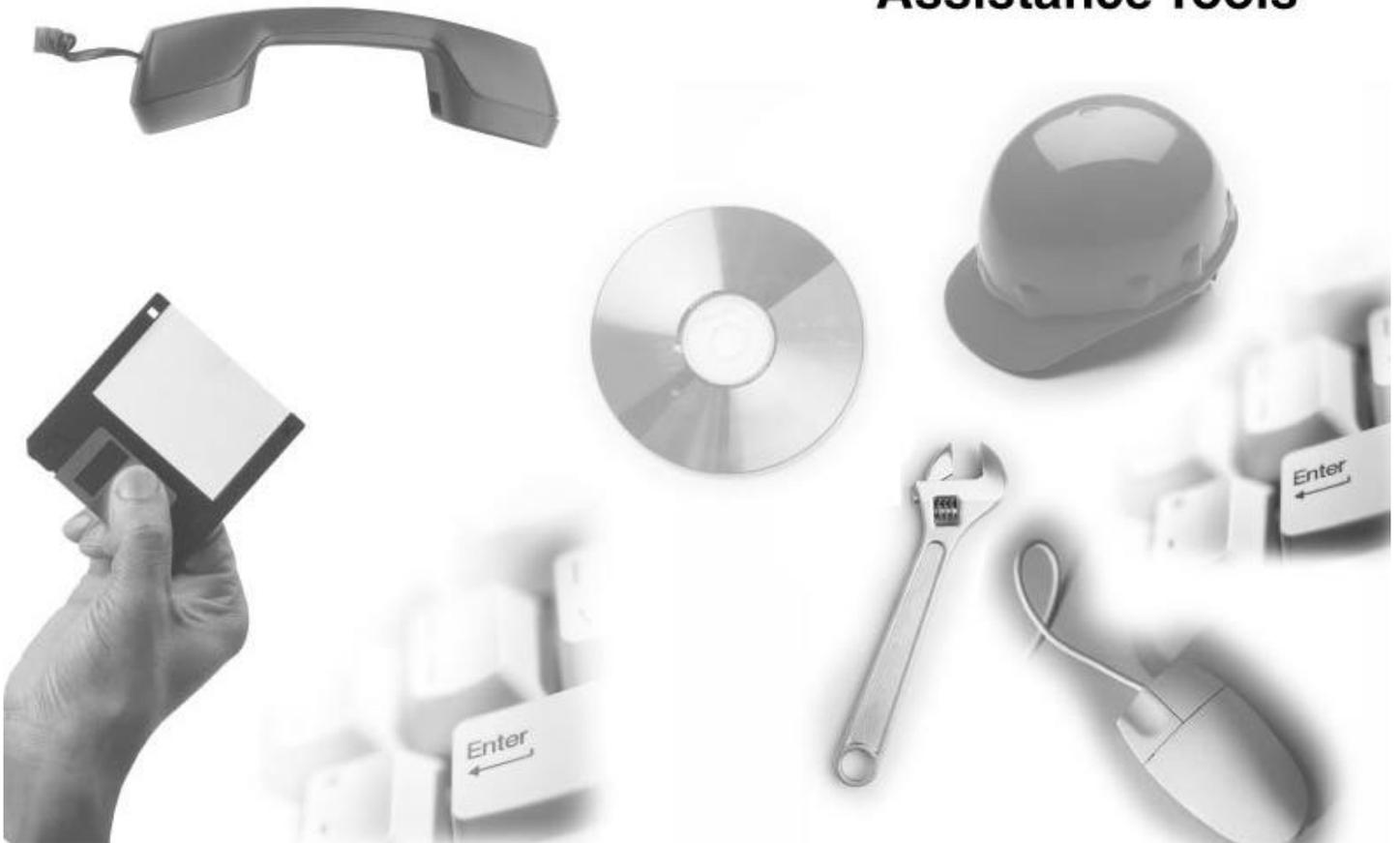




# Compliance Assistance Tools



# Introduction

How can hundreds of thousands of businesses across America get quick and up-to-date information and help in complying with environmental regulations? How can companies find out about pollution prevention approaches and innovative technologies that will bring profits and savings? And how can regulators and technical assistance providers help businesses stay competitive *and* protect the environment?

EPA's Office of Compliance has developed numerous tools, targeted to specific industries, that answer these questions. This booklet provides a brief outline of resources and tools currently available or under development for over a dozen industries. The tools described in this booklet can be identified by the following icons:



Database



Video



Document



Other Tool



Online Computer



Under Development



Grant

Documents are generally free unless otherwise indicated. Information on ordering documents is provided for each compliance assistance tool, if available. For more information or to discuss a particular project, please call the EPA sector contact listed at the beginning of each section (or the specific contact listed for the project).

## Cross-Sector Tools



**Sector Facility Indexing Project.** This is a pilot project to synthesize environmental records from several data sources into a system that allows facility-level and sector analysis. The project focuses on five major industries: petroleum refining, iron and steel, primary non-ferrous metals, pulp mills, and automobile assembly. Using national databases, the project provides the following information for each

facility: name, location, permits held under major statutory programs, compliance history, self-reported pollutant releases under the Toxics Release Inventory (TRI), a description of the population surrounding the facility, and actual production or production capacity. Information on status of the project is available at <http://www.epa.gov/oeca/sfi/>. Contact: Robert Lischinsky, 202-564-2628.



**Sector Notebook Series.** The Office of Compliance has published profiles of 33 major industries in the continuing Industry Sector Notebook series. The

Notebooks are organized by chapters that cover: general economic and geographic background, descriptions of the manufacturing processes and operations, a waste release profile, pollution prevention opportunities, summary of applicable federal regulations, compliance and enforcement history, and a directory of sources and contacts. The Notebooks are designed to provide the reader with a basic understanding of the environmental issues facing particular sectors. Profiles are available for the following industries:

Aerospace

Agricultural Chemicals, Pesticides and Fertilizers

Agricultural Crop Production

Agricultural Livestock Production

Air Transportation

Dry Cleaning

Electronics and Computer

Fabricated Metal Products

Federal Facilities

Fossil Fuel Electric Power Generation

Ground Transportation

Inorganic Chemical

Iron and Steel

Lumber and Wood Products

Metal Casting

Metal Mining

Motor Vehicle Assembly

Nonferrous Metals

Non-Fuel, Non-Metal Mining

Organic Chemical

Petroleum Refining

Pharmaceutical Manufacturing

Plastic Resin and Man-Made Fiber

Printing

Pulp and Paper

Rubber and Plastic

Shipbuilding and Repair

Stone, Clay, Glass and Concrete

Textile

Transportation Equipment Cleaning

Water Transportation

Wood Furniture and Fixtures

**Government Series:**

Local Government Operations

For more information or to obtain copies of the Notebooks, visit the Sector Notebook Web site at <http://www.epa.gov/oeca/sector/index.html>. Contact: Seth Heminway, 202-564-7017.



**Clean Air Act Applicability Determinations.** The Applicability Determinations Index (ADI) is a computerized, menu-driven compilation of all policy and technical determinations issued under the Clean Air Act in the following categories: asbestos, CFCs, NESHAP (National Emissions Standards for Hazardous Air Pollutants), NSPS (New Source Performance Standards), woodstoves, and Part 63 MACT (Maximum Achievable Control Technology) standards. Within each category, users can search by date, subpart, references, and string word searches. The Office of Compliance has updated the ADI to include 325 new determinations and expanded it to include the MACT program. The compilation is currently available on the Agency's Technology Transfer Network, at <http://ttnwww.rtpnc.epa.gov/cfdocs/adiwww/adiwww.html-ssi>. Contact: Belinda Breidenbach, 202-564-7019.



**Small Business Compliance Assistance Centers.** The Office of Compliance has been working in partnership with private sector trade associations and nonprofit groups on innovative "virtual" communications centers to help small and medium-sized businesses better understand and comply with federal environmental regulatory requirements. Five centers are in operation, covering: agriculture, automotive service and repair, metal finishing, printed wiring boards, and printing. Four more centers are expected to come on-line in 1998, covering the chemical industry, local government, paints and coatings, and transportation sectors. Using Internet sites, e-mail discussion groups, toll-free assistance lines, and hard copy distribution of materials, the centers offer regularly updated regulatory news, compliance policies and guidelines, pollution prevention information, links to state and local information and expertise, and summaries of regulations and initiatives. Toll-free telephone assistance lines offer automated fax-back service and a contact point for personalized mail and telephone response to specific compliance questions and concerns. To reach all the [:Compliance Assistance Centers](#). Contact: Tracy Back, 202-564-7076 .



**Integrated Data for Enforcement Analysis (IDEA) System.** IDEA is a computer system that provides a single point of access to national data records from a number of information systems managed by EPA program offices, other federal agencies, and private corporations. IDEA brings together enforcement and compliance information from the air, water, hazardous waste, Superfund, pesticides, toxics, and community right-to-know programs. Also included in IDEA is information from the civil docket, the Toxics Release Inventory system, and the accidental releases/spills of oil and hazardous substances data system. IDEA can be used to obtain an integrated facility environmental profile with details for each facility by name, location, permits, inspections,

enforcement, and penalty information. Aggregated data can be obtained from IDEA for conducting sector analyses. IDEA is available to the public as well as EPA staff, and other federal, state, and local government offices. More information is available from the Web at <http://www.epa.gov/oeca/idea/>, the fax-on-demand system at 1-888-EPA-IDEA, or from Pat Straw at the IDEA User Support hotline, 202-564-2475.



**Guide to Developing Mentoring Programs for Small Businesses.** This guide will assist trade associations and federal, state, and local regulatory agencies in effective ways to develop and implement compliance assistance mentoring programs for small business.

Available Fall 1998. Contact: Ginger Gotliffe, 202-564-7072.



**Source Book of Environmental Compliance Resources and Activities for Indian Tribes.** This guide is a compendium of information about compliance-related resources and activities related to improving environmental compliance on tribal lands.

Working Tool available September 1998. Contact: Melanie LaForce, 202-564-0146.

# Aerospace

Sector Contacts

Anthony Raia, 202-564-6045



**Sector Notebook:** "Profile of the Aerospace Industry," Contact: Anthony Raia, 202-564-6045

# Agriculture

Sector Contacts

Steve Howie, 202-564-4146

Ginah Mortensen, 913-551-5211



**National Agriculture Compliance Assistance Center.** The Ag Center (<http://www.epa.gov/oeca/ag/>) provides online environmental compliance information. Coordinated from EPA's Kansas City Regional Office, the Ag Center is directed primarily at people who provide information to farmers, such as land grant universities and agricultural associations. The Web site provides information on 34 major EPA programs that apply to farmers. Users can search by law or by agricultural practice. The Ag Center may be reached via a toll-free phone number and has a fax-on-demand system, 1-888-663-2155. Contact: Ginah Mortensen, 913-551-5211.



**"Major Existing Laws and Programs that Could Affect Producers of Agricultural Commodities"** (Sept. 1996) Available on the Ag Center at <http://www.epa.gov/oeca/ag/>. For hard copy distribution, call 913-551-7207. Provides a succinct guide to EPA's requirements that may impact farms. Contact Ginah Mortensen, 913-551-5211.



**EPA-USDA FY97 Partnership Projects.** The Office of Compliance, through the Ag Center, has entered into an Interagency Agreement with USDA-Cooperative State Research, Education, and Extension Service. Activities funded in FY97 under the Interagency Agreement will further the development and dissemination of compliance assistance information to the agricultural community. Contact: Ginah Mortensen, 913-551-5211.

The following grants have been made:

**Delaware** - To develop a plain-language guide book which describes EPA regulations affecting agriculture.

**Cornell** - To identify agricultural water quality impacts in a watershed; assess local perceptions of regulatory criteria; and develop outreach materials on compliance. The project will be utilized as a national model for community-based ag/urban interface issues. The watershed selected will include operations subject to NPDES permit requirements for Concentrated Animal Feeding Operations (CAFOs).

**Kentucky** - To assess the educational needs of small and minority farmers regarding EPA issues and regulations. A small and minority farmer's handbook and one-on-one Extension educational programs will be developed.

**Missouri** - To address air quality requirements affecting farmers and agribusiness. The project will develop a broad-based educational program on air quality issues such as the storage and handling of grain, fugitive emissions, volatilization, burning, and air-stream opacity. Information relating to uncontrolled air quality at animal operations and safety issues associated with air quality at agricultural operations will also be covered.



**Compliance Assurance Implementation Plan for Concentrated Animal Feeding Operations (CAFOs).** This document provides guidance to Regions and States on performance expectations.

Available on the Internet at <http://www.epa.gov/oeca/strategy.html>.

Contact: Al Havinga, 202-564-4147.



**Agricultural Worker Protection Field Inspection Pocket Guide.**

The pocket guide is intended as a quick reference for inspectors to ensure compliance with EPA's Worker Protection Standard for workers and pesticide handlers. Also available, as an addendum to the pocket guide, is a draft phrase book to help inspectors communicate with farmworkers in the absence of a common language. The phrase book provides translations for 13 common phrases that may be useful to inspectors in ten of the languages most frequently spoken by farmworkers: Cambodian, traditional Chinese, Haitian Creole, Ilocano (Hawaiian), Korean, Laotian, Spanish, Tagalog, Thai, and Vietnamese. Contact Amar Singh, 202-564-4161, for information and copies.



**Sector Notebooks:** "Profile of Agricultural Crop Production"



**Sector Notebooks:** "Profile of Agricultural Stock Production,"  
Contact: Gina Mortensen, 913-551-6864



**Sector Notebooks:** "Profile of Agricultural Chemicals, Pesticides  
and Fertilizers," Contact: Shruti Shaghavi, 202-564-4158

## Auto Service and Repair

Sector Contacts

Everett Bishop, 202-564-7032  
Julie Tankersley, 202-564-7002



**GreenLink<sup>®</sup> The Automotive Compliance Information Assistance Center ([www.ccar-greenlink.org](http://www.ccar-greenlink.org)) (1-888-GRN-LINK, 476-5465).** Provides access to plain-language summaries of regulations affecting the automotive service industry - primarily owners and technicians of auto body and repair shops, but also automotive trade associations, automotive educators and students, and new car dealer service departments. Operated by the Coordinating Committee for Automotive Repair, a consortium of 100 industry affiliates, **GreenLink<sup>®</sup>** operates a Web site and toll-free telephone assistance lines with document fax-back capability. Contact: Everett Bishop, 202-564-7032.



**Consolidated Environmental Screening Checklist w/Support Documentation.** This is a one page screening checklist with the major environmental regulatory requirements associated with this industry, for use by shop owners, technical assistance providers, and inspectors. A support booklet is also available to assist users in applying the checklist. Available on the Internet at <http://www.ccar-greenlink.org/vshops/checklist.html>. Contact: Julie Tankersley, 202-564-7002.



**Educational Modules for Shop Owners and Technicians.** A series of environmental educational modules identify the major activities associated with auto repair and service. The modules will discuss the historical nature of the regulation, the regulation and all that is involved with it, health and safety issues associated with the activity, pollution prevention opportunities and how to get more information if the user has more detailed questions. Contact: Everett Bishop, 202-564-7032.

## Chemical Testing Facilities

Sector Contact

Francisca Liem, 202-564-2365

EPA promulgates Good Laboratory Practice (GLP) standards regulations to assure the quality of data submitted to the Agency in support of pesticide product registrations under the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA) and in response to regulations under the Toxic Substances Control Act (TSCA). Data submitted to EPA under either of these requirements must be prepared in accordance with GLP standards. EPA conducts facility inspections to determine compliance with GLP regulations and audits studies to assure the integrity, validity, and quality of the data. The following documents were originally intended to provide guidance to GLP inspectors, but will help the regulated community understand regulatory requirements, inspection procedures, and enforcement policies. All materials are available through the Internet at: <http://www.epa.gov/oeca/polguid/glp/glp.html>.



**40 CFR Part 160, FIFRA Good Laboratory Practice Standards; Final Rule.** This documents describes the standards for conducting studies to support applications for research or marketing permits for pesticide products pursuant to FIFRA Sections 3,4,5,8, and 24(c).



**40 CFR Part 792, TSCA Good Laboratory Practice Standards; Final Rule.** This documents describes the standards for conducting studies relating to health effects, environmental effects, and chemical fate testing pursuant to testing consent agreements and test rules issued under TSCA Sections 4 and 5.



**Good Laboratory Practice Standards Inspection Manual.** This manual provides guidance on the GLP Standards inspection authority, inspection/audit procedures, evidence collection and

accountability, and reporting requirements.



**Standard Operating Procedures (SOPs).** These documents set forth the EPA methods for conducting GLP inspections/data audits across the various scientific disciplines.



**GLP Regulation Advisories.** The advisories are responses to questions from the regulated community relating to the interpretation of the GLP regulations.



**Enforcement Response Policy for FIFRA GLP Regulations.** The document outlines procedures used to determine the appropriate enforcement response for violations of the FIFRA Good Laboratory Practice Standards.



**Enforcement Response Policy for TSCA GLP Regulations.** This document outlines procedures used to determine the appropriate enforcement response for violations of the TSCA Good Laboratory Practice Standards.

## Chlorofluorocarbons (CFCs)

Sector Contact

Dawn Banks-Waller, 202-564-7034



**Clean Air Act Section 608 Compliance Assistance Pilot Project.** Several compliance assistance tools - an overview of the amendments to the Section 608 requirements, a training module, and a self-audit checklist - are available to the public through the Chemical Manufacturers Association and the Stratospheric Ozone Information Hotline at 1-800-296-1996.



**[Compliance Guidance for Industrial Process Refrigeration Leak Repair Regulations.](#)** This project developed in conjunction with the Chemical Manufacturers Association is providing guidance for regulations under Section 608 of the Clean Air Act. Products include a guidance document, training module, and self-audit checklist. Hard-copies can be ordered through the Stratospheric Ozone Information Hotline (800-296-1996). Hard and electronic copies of the documents can be obtained at cost through CMA (703-741-5231). EPA contacts: Tracy Back, 202-564-

7076, and Emily Chow, 202-564-7071.



**"Responsible Practices: Servicing and Disposing of Refrigeration Equipment."** This compliance assistance videotape is intended to help the safe disposal and comfort-cooling sectors understand the provisions and requirements for compliance under Section 608 of the Clean Air Act. (The video is not intended to serve as the sole source for ensuring compliance with these regulations.) Contact the Stratospheric Ozone Hotline at 1-800-296-1996 to obtain the video.

## Dry Cleaning

Sector Contacts

Joyce Chandler, 202-564-7073



**[Plain English Guide for Perc Dry Cleaners: A Step by Step Approach to Understanding Federal Environmental Regulations.](#)** This document assists owners and operators of dry cleaning shops in understanding and complying with federal air, hazardous waste, and wastewater regulations. A Korean version of the Plain English Guide is also available. Order from NSCEP (National Service Center for Environmental Publications) and also available electronically at the [NEPIS](#) (National Environmental Publication Internet Site), 1-800-490-9198, Document Nos. EPA#305-B96-002 (English), EPA#305-B97-001 (Korean).

### [The Perc Dry Cleaners Compliance Assistance Fact Sheet](#)



**[Multimedia Inspection Guidance.](#)** This document assists field personnel in state, local, and EPA regional offices in conducting multimedia inspections and compliance assessments of dry cleaners. A multi-media inspection checklist is included in the guidance for on-site visits. This guidance will also be useful to the dry cleaning community. Order from NSCEP, 1-800-490-9198, EPA-B-96-001.



**[Generic Dry Cleaning Equipment Owner's Manual.](#)** Proper maintenance and operation of equipment can be one of the first and easiest steps to help achieve compliance and undertake pollution prevention. EPA's Office of Air and Radiation developed this manual for dry cleaners with older machines who could not obtain the manufacturer's instructions for their specific equipment. Order from the EPA Library in Research Triangle Park, NC at 919-541-5514. Contact: George Smith, 919-541-1549.



**[Sector Notebook: "Profile of the Dry Cleaning Industry."](#)** 104 pages, Order #055-000-00512-5. For details, see page 2.



**NESHAP Regulation Translations.** Since a significant percentage of the dry cleaning community does not speak English as its first language, the National Emissions Standard for Hazardous Air Pollutants (NESHAP) for perc dry cleaners was translated into Korean, French, Chinese, Vietnamese, and Spanish. Available soon from NSCEP, 1-800-490-9198.



**Dry Cleaning Compliance Assistance Video.** This video has been distributed to State Small Business Ombudsmen, EPA Regional Offices and their contacts in the dry cleaning industry, EPA Regional Small Business Liaisons, and dry cleaning trade associations. Copies can be borrowed from the Small Business Ombudsman, 1-800-368-5888.

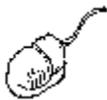


**Compendium of Education Materials.** This searchable database of educational environmental materials and activities for dry cleaners will be suitable for use by regional and state staff providing compliance assistance, as well as by members of the dry cleaning community.

## Electronics and Computers

Sector Contact

Steven Hoover, 202-564-7007



**Printed Wiring Board Resources Center.** One of the national Compliance Assistance Centers, the PWBRC ([www.pwbrc.org](http://www.pwbrc.org)) serves as a "first-stop" source of information on federal regulations and pollution prevention practices for printed wiring board manufacturers. The Center's Web site will include a "walk through a plant" feature in which users can click on parts of the manufacturing process and find out applicable regulatory requirements, and pollution prevention and control means for compliance.



**Comprehensive Uniform Report for the Environment, Electronic Database.** This database includes over 8,000 reported data elements extracted from about 1,000 federal and Texas environmental recordkeeping and reporting requirements that may apply to manufacturers in the computer and electronics industry. This project will be expanded to enable businesses to query the database and determine their regulatory responsibilities. Currently being piloted in Texas, the database can be downloaded from the What's New feature on the Printed

Wiring Board Resource Center ([www.pwbrc.org](http://www.pwbrc.org)).



**[Sector Notebook: "Profile of the Electronics and Computer Industry."](#)** 160 pages. Order #055-000-00513-3. For details see page 2.

## Food and Kindred Products

Sector Contact

Becky Barclay, 202-564-7063



**Compliance Guidance.** This project will develop a multi-media compliance guidance for small businesses in the food and kindred products fields. The [Multimedia Environmental Compliance Guide for Food Processors](#) is now available. Contact: Becky Barclay, 202-564-7063.

## Industrial Organic Chemical Manufacturing

Sector Contact

Walter Derieux, 202-564-7067



**Joint EPA/CMA/SOCMA/API Subpart CC Rule Compliance Assistance Tools.** The compliance assistance tools being developed in partnership with industry are a compliance assistance manual, training module and self-audit checklist for use by the regulated community and inspectors. The Subpart CC Rule requires control of organic emissions from tanks, containers, impoundments and miscellaneous units. Contact the Chemical Manufacturers Association, Lucinda Schofer, 703-741-5000, for copies of the tools.



**[Process-Based Self-Assessment Tool for the Organic Chemical Industry](#).** This tool has been developed primarily for small to medium-sized facilities in the organic chemical manufacturing industry. It will help environmental control officers, managers, and other facility personnel identify and track waste streams associated with particular units, production operations, and the associated waste stream treatment or disposal operations that may impact facilities' environmental compliance. Available from NSCEP, 1-800-490-9198, EPA#305-B97-002. Contact Walter Derieux, 202-564-7067.



**[Chemical Industry Baseline Report \(1990-1994\)](#).** This baseline report provides a general profile of the chemical industry and

presents a five-year base period reference point of its compliance history. The report presents an overview of compliance trends and status by analyzing enforcement-related data for industries classified under SIC 2800. Available from NSPCC, 1-800-490-9198.



**[Sector Notebook: "Profile of the Organic Chemical Industry."](#)**

152 pages. Available in Spanish. Order #055-000-00515-0. For details see page 2.



**Hazardous Organic NESHAP Compliance Assistance Tool.**

This tool will address the rule that sets Maximum Achievable Control Technology standards for the synthetic organic chemical manufacturing industry. Available from NSCEP, 1-800-490-9198. EPA#305-B97-006.

Contact: Walter Derieux, 202-564-7067.



**Catalogue of Industry Environmental Compliance / Management Documents.**

A joint compendium of compliance, technical, and other resources. Available Summer 1998. Contact: Rich Satterfield, 202-564-2456.



**[Protocol for Conducting Environmental Compliance Audits of Hazardous Waste Generators under the Resource Conservation and Recovery Act](#)**

This document is an environmental compliance audit protocol or checklist manual for facilities that generate hazardous waste regulated under RCRA.



**[Protocol for Conducting Environmental Compliance Audits of Treatment Storage and Disposal Facilities under the Resource Conservation and Recovery Act](#)**

The document is an environmental compliance audit protocol or checklist manual for facilities that treat, store or dispose of hazardous waste regulated under RCRA.



**[Protocol for Conducting Environmental Compliance Audits under the Comprehensive Environmental Response, Compensation, and Liability Act](#)**

The document is an environmental compliance audit protocol or checklist manual for facilities regulated under CERCLA.



**[Protocol for Conducting Environmental Compliance Audits under the Emergency Planning and Community Right-to-Know Act](#)**

The document is an environmental compliance audit protocol or checklist manual for facilities regulated under EPCRA.



**[ChemAlliance: The Compliance Assistance Center for the Chemical Industry](#)**

One of the national Compliance Assistance Centers, this online resource will provide access to federal regulatory, compliance and technical assistance information to small and medium sized chemical manufacturers. An online expert help desk will assist users in finding the information they seek. Contact: Emily Chow, 202-564-7071.



**[EPA/CMA Root Cause Analysis](#)**

A joint project of EPA and the Chemical Manufacturers Association to understand underlying factors that contribute to noncompliance and to find assistance tools, regulatory reform, and management recommendations to promote and improve compliance. Contacts: Tracy Back, 202-564-7076.



**[Compliance Improvement Tool \(CIT\)](#)**

This tool provides an annotated list of compliance assistance resources applicable to the chemical industry sector.



**[HON Inspection Tool:](#)**

The HON Inspection Tool document is designed to assist federal, state, and local regulatory personnel with enforcement of the process vent, transfer operation, storage vessel and wastewater provisions of the HON.



**[Inspection Manual: Federal Equipment Leak Regulations for the Chemical Manufacturing Industry:](#)**

This three volume document covers inspection techniques, and includes a side by side comparison of equipment leak provisions relevant to the chemical industry. Volume three includes a side by side comparison of equipment leak provisions relevant to the petroleum industry.

## Iron and Steel

Sector Contact

Maria Malave, 202-564-7027



**[Sector Notebook: "Profile of the Iron and Steel Industry."](#)** 128 pages. Order #055-000-00516-8. For details, see page 2.



**Root-Cause Analysis.** Detailed compliance and enforcement information was collected for a subset of integrated and mini-mills to identify patterns of non-compliance and determine the underlying reasons, or "root causes" of common compliance problems within the industry. The results of this study will enable compliance and enforcement personnel to better target and focus inspections, and provide more directed compliance assistance. The information can also be used by the industry to improve its environmental performance.

## Metal Finishing

Sector Contact

Scott Throwe, 202-564-7013



**National Metal Finishing Resource Center.** This online Compliance Assistance Center ([www.nmfrc.org](http://www.nmfrc.org)) provides industry with a "first-stop" source for federal environmental regulatory, compliance, and pollution prevention information. Users can search technical databases for abstracts, full-text articles, and reports; search a Vendor Directory for over 300 suppliers of metal finishing equipment and services; use online calculators to determine flow requirements for rinsing, coating weights, costs for plating jobs, etc. A telephone assistance line is available at 1-800-AT-NMFRC.

## Municipalities

Sector Contact

John Dombrowski, 202-564-7036



**[Sector Notebook: "Profile of Local Government Operations."](#)** The municipal sector includes county, subcounty (i.e., municipalities and townships), special districts and school districts. This sector encompasses a wide variety of services to the public, many of which involve compliance with environmental regulations. This project will develop a profile of local government operations, associated activities, and applicable environmental regulations. In addition, it will include analyses of

the compliance baselines for each activity on a multi-media basis.



**Self-Audit Protocols for the Municipal Sector.** OC is developing this multimedia tool to encourage municipalities to perform self-audits and disclose violations either under EPA's Audit Policy or under the Small Communities Policy. This protocol will also support EPA Regions in implementing municipal sector Memorandum of Agreement activities. Available September 1999.



**Municipal EMS ISO 14001 Pilots.** Seven municipalities, a county, and a state prison system have agreed to participate in this two-year project to assist small and medium-sized public sector organizations in developing and implementing ISO 14001 Environmental Management Systems. This project will examine and report on the results of local governments implementation of EMSs and how it affects their ability to manage environmental obligations. Available Winter 1999.



**[Local Government Environmental Assistance Network \(LGEAN\)](#).** Aimed at state and local officials, inspectors, and regulators, this Compliance Assistance Center will help facilitate communications and promote local government participation in the federal rulemaking process. Through an Internet site, a toll-free telephone assistance line, and a fax-on-demand service, users will have access to resources including regulatory compliance information, fact sheets, technical assistance, publications, and peer-to-peer matching. Opening in Fall 1998.

## Non-Ferrous Metals

Sector Contact

Maria Malave, 202-564-7027



**[Sector Notebook: "Profile of the Non-Ferrous Metals Industry."](#)** 140 pages. Order #055-000-00521-4. For details, see page 2.



**Root-Cause Analysis.** Detailed compliance and enforcement information is being collected for a sample of primary and secondary smelters for metals such as lead, copper, zinc, and brass, to identify patterns of non-compliance and determine the underlying reasons, or "root causes" of common compliance problems within the industry. The results of this study will enable compliance and enforcement

personnel to better target and focus inspections, and provide more directed compliance assistance. The information can also be used by the industry to improve its environmental performance. Available September 1998. A similar root cause analysis will be initiated for foundries, with results expected in April 1999.

## Paints and Coatings

Sector Contact

Scott Throwe, 202-564-7013



**[Paints and Coatings Resource Center](#)**. This online Compliance Assistance Center will provide the paints and organic coatings industry with comprehensive federal environmental regulatory, technical, and pollution prevention information. Users will have access to regulatory summaries, a technical database, vendor and shop directories, online calculators, and a variety of other compliance assistance tools. The Center will open in October, 1998.



**Painting and Coating Compliance Enhancement Project.** Under an EPA grant, the Iowa Waste Reduction Center (IWRC) will help small painting and coating facilities achieve compliance and focus on pollution prevention through the following projects:

***Process Training for Environmental Service Providers*** - IWRC will develop and offer in-depth training in painting and coating processes to environmental assistance providers to improve their ability to work with small businesses involved in painting and coating. Training will be available in late 1998.

***PC-based Environmental Recordkeeping System*** - IWRC will develop a database that can be used by environmental assistance providers to analyze information collected during small business site visits and provide a complete multimedia waste inventory and costs associated with management of wastes. Available in late 1998.



**Self-Audit and Inspection Guide for Paint and Organic Coating Facilities.** Audio-visual tool on CD-ROM and accompanying written guidance will lead users through a model paint and coating facility using video and animation. The guide will identify equipment, potential point source releases or waste generation, federal regulatory requirements, common causes of violation, and pollution

prevention opportunities. The audio-visual tool and accompanying guide will assist inspectors and facility personnel in identifying activities and requirements necessary to complete a full audit of production processes, equipment, and management systems. Available in September 1998.

## Petroleum Refineries

Sector Contact Tom Ripp, 202-564-7003



**[Sector Notebook: "Petroleum Refining."](#)** 160 pages. Order #055-000-00524-9. See page 2 for details.



**Benzene NESHAP FAQ Handbook for Subparts FF and BB.**

This handbook is intended to address compliance questions and improve the understanding of these Subparts by compliance and enforcement personnel and members of the regulated community. The handbook also provides insight into the interpretation of all compliance provisions of the standards based on the regulatory development history. Available on the Internet at <http://www.epa.gov/oeca/med/ref.html>. Contact: Rafael Sanchez, 202-564-7028.



**Petroleum Refining MACT Standard Enabling Document.** This document presents pertinent information on the Petroleum Refining NESHAP rule making in a simple and easy-to-understand format.

Available on the Internet at <http://www.epa.gov/oeca/med/ref.html>. Contact: Rafael Sanchez, 202-564-7028.



**Root-Cause Analysis.** A root-cause analysis of petroleum refining will help identify specific compliance problems for this industry, helping states and EPA regions target resources for compliance and enforcement activities. This tool will require state and regional input.

## Power Generation

Sector Contact Chris Oh, 202-564-7004



**[Sector Notebook: "Profile of the Fossil Fuel Electric Power Generation Industry."](#)** 150 pages. Order #055-000-00576-1. See pages 2 for details.



**Sector Notebook: "Profile of the Oil and Gas Exploration and Production Industry."** Contact: Dan Chadwick, 202-564-7054.



**Environmental Compliance Guide for the National Rural Electric Cooperative Association.** The guide explains how to comply with the federal environmental regulations applicable to the non-power generation activities at the cooperatives. An electronic version is available for downloading from the Internet at the following address "<http://www.epa.gov/oeca/med/empower/>" Complimentary hard copies are available to certain groups by calling (800) 490 - 9198, and asking for document number:"305/B/97/007."

## Printing

Sector Contacts

Ginger Gotliffe, 202-564-7072  
Bob Klepp, 202-564-0159



**[Printers National Environmental Assistance Center.](#)** This Compliance Assistance Center ([www.pneac.org](http://www.pneac.org)) addresses the environmental compliance needs of small printers and provides information on how to achieve compliance by reducing waste and emissions. This information also supports technical assistance providers who are working with printers. PNEAC offers satellite and on-location training, "best-in-class" pollution prevention videoconferences, two e-mail discussion groups on technical and regulatory issues, and compliance guides for state regulations. A confidential, toll-free telephone assistance line (1-888-US-PNEAC) offers an automated fax-back service and a contact point for personalized mail and telephone response to specific compliance questions and concerns.



**[Sector Notebook: "Profile of the Printing Industry."](#)** 124 pages. Order #055-000-00525-7. For details, see page 2.



**[Multimedia Compliance/Pollution Prevention Assessment Guidance for Lithographic Printing Facilities.](#)** This guidance helps states and EPA regional staff determine the compliance status of printing facilities and identify ways to bring them into compliance and go beyond compliance using pollution prevention and innovative technology. The document can be provided to the printing community for conducting self-assessments/self-audits and can help printers incorporate pollution prevention into their everyday practices. The guidance was pilot

tested at several printing facilities in Washington State. Order from NCEPI, 1-800-490-9198, EPA #305-B97-004.



**[Multimedia Compliance and Pollution Prevention Assessment Guidance for Screen Printing Facilities.](#)** This guidance serves the same function as the document above, but is directed at screen printers. Order from NCEPI, 1-800-490-9198, EPA #305-B97-003.

## Pulp and Paper

Sector Contact

Scott Throwe, 202-564-7013



**[Kraft Pulp Mill Compliance Assessment Guide \(Includes: CAA, CWA, RCRA, EPCRA\).](#)** This multi-media guide simplifies the work of compliance inspectors and auditors by explaining and mapping out the regulatory requirements that apply to pulp and paper mills under the federal air, water (including the recent "cluster rule"), land, and community right-to-know statutes. The guide is written with clear links between manufacturing processes, sources of pollution, regulatory requirements, and compliance evaluations. These links are created through schematic illustrations, comparative tables, checklists, and references to additional resources. Free bound copies are available, while supplies last, through NCEPI. To order call (800) 490-9198.



**[Sector Notebook: "Profile of the Pulp and Paper Industry"](#)**  
\$12.00 GPO Order #055-000-00526-5 See page 2 for details.

## Shipbuilding

Sector Contact

Anthony Raia, 202-564-6045



**[Sector Notebook: "Profile of the Shipbuilding and Repairs Industry."](#)** 120 pages. Order #055-000-00577-0. See page 2 for details.



**[Compliance Guide.](#)** In conjunction with the Office of Air and Radiation, the Office of Compliance has produced a guidebook on complying with the National Emissions Standard for Hazardous Air Pollutants (NESHAP) for shipbuilding and ship repair.

# Transportation

Sector Contact

Virginia Lathrop, 202-564-7057



**Sector Notebooks for Transportation.** Sector Notebooks are now available for Ground Transportation (130 pages, order #055-000-00571-1), Water Transportation (90 pages, order #055-000-00572-9), and Air Transportation (90 pages, order #055-000-00570-2). For details, see page 2.



**"Fuel for Thought... How to Reduce Wastes at Your Shop."** (Sept. 1996). A brochure for shop owners and technicians of vehicle maintenance repair shops on how to manage and minimize wastes and prevent pollution. Available on the Internet at <http://www.epa.gov/oeca/tcac/vrsb.html>. Or contact Elson Lim for copies or more information, 202-564-7006.



**Report on Consolidated Emergency Plans.** This report discusses how states, cities, and industry have used innovative approaches to develop integrated and consolidated emergency response plans. For copies, contact Peter Bahor, 202-564-7029.



**Transportation Environmental Compliance Assistance Center.** This Compliance Assistance Center is expected to go online in 1998 with a Web site and toll-free fax-back number. Fact sheets, state contact lists, links to other Web sites, publication lists, and other information will be available for downloading or ordering. Contact: Virginia Lathrop, 202-564-7057



**Environmental Compliance Checklist & Guides.** Separate screening checklists and guidelines will be developed for the railroad, airline, and trucking industries. An Environmental Compliance Workbook for the short line railroad industry will be completed in late 1998. Contact: Peter Bahor, 202-564-7029.

# Wood Preserving

Sector Contacts

Seth Heminway, 202-564-7017



**Wood Preserving RCRA Compliance Guide.** This guide is designed to provide both industry and inspectors with a "plain English" summary of the applicable statutory and regulatory requirements, general information on the industry and the processes used, and the geographic distribution of the industry. Available from NCEPI, 1-800-470-9198, EPA#310-B96-001.