

## APPENDICES

### Appendix A: Additional Sources of Information and Contacts

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There are many resources available to help the facility develop and implement an EMS that is free of charge or relatively inexpensive. The following is a description of some of these resources.

Note: As ISO 14001 is a popular EMS standard there are a number of resources, which have based their assistance offerings on this standard. Also, this list is not intended to be comprehensive. Appearance on this list should not be construed as an endorsement of any products/service.

#### FEDERAL AGENCIES

Organization	Resource	Telephone Number / Internet Address	Description
<b><i>US Environmental Protection Agency</i></b>	Sustainable Industries Partnership Program	<a href="http://www.epa.gov/sustainableindustry/">http://www.epa.gov/sustainableindustry/</a>	Website contains information on the Sustainable Industries Partnership Program and Sector based EMS.
	Small Business Compliance Assistance Centers:	1-202-564-7066 (General information)	Centers are Internet Web Sites with comprehensive environmental compliance, technical assistance, & pollution prevention information for various industry sectors.

## FEDERAL AGENCIES

Design for Environment Guide, Fact Sheets and DFE EMS Template	<a href="http://www.epa.gov/opptintr/dfe/tools/ems/ems.htm">http://www.epa.gov/opptintr/dfe/tools/ems/ems.htm</a>	Website contains information on EMS and how to incorporate DFE into an EMS. Provides a how-to manual for implementing a DFE-based EMS and a set of integration tools for companies that already have an EMS.
Small Business Compliance Policy	1-202-564-7072 <a href="http://www.epa.gov/oeca/smbusi.html">http://www.epa.gov/oeca/smbusi.html</a>	Effective May 11, 2000, this policy supercedes the June 1996 version. Published in the Federal Register on April 11, 2000 (65FR19630).
Compliance-Focused EMS – Enforcement Agreement Guidance	<a href="http://es.epa.gov/oeca/oceft/neic/12elemnr.pdf">http://es.epa.gov/oeca/oceft/neic/12elemnr.pdf</a>	Presents the key elements of a compliance focused EMS model.
Environmental Compliance Auditing Protocols	EPA National Service Center 1-800-490-9198 <a href="http://www.epa.gov/oeca/ccsmd/profile.html">http://www.epa.gov/oeca/ccsmd/profile.html</a>	These protocols are intended to guide regulated entities in the conduct of compliance audits and to ensure that audits are conducted in a thorough manner.
Code of Environmental Management Principles	<a href="http://www.epa.gov/oeca/cemp/cemptoc.html">http://www.epa.gov/oeca/cemp/cemptoc.html</a>	Collection of five broad principles and performance

## FEDERAL AGENCIES

		objectives that provide a basis for environmental management among Federal agencies.
Pollution Prevention Clearinghouse	1-202-260-1023	Technical Information on materials and processes, including publications related to waste minimization and pollution prevention.
Office of Wastewater	<a href="http://www.epa.gov/owm/iso2/htm">http://www.epa.gov/owm/iso2/htm</a>	Provides information on
Public Information Center	1-202-260-7751	General information about EPA programs.
RCRA / Superfund Hotline	1-800-424-9346 1-202-382-3000	Provides information about hazardous waste regulations and handles requests for federal documents and laws.
Small Business and Asbestos Ombudsman	1-800-368-5888 1-202-557-1938	Information and advice on compliance issues for small quantity generators of hazardous waste.
Technology Transfer and	1-513-569-7562	Access to the ORD research

## FEDERAL AGENCIES

	Support Division		information and publications.
	TSCA Hotline	1-202-554-1404	Assistance and guidance on TSCA regulations.
	Enviro\$en\$e	<a href="http://es.inel.gov">http://es.inel.gov</a>	Solvent alternatives, international, federal and state programs, other research and development. Also, environmental profiles of various industrial categories.
	US EPA Home Page	<a href="http://www.epa.gov">http://www.epa.gov</a>	Information about EPA regulations, initiatives, and links to the home pages of other agencies and EPA regional offices.
	US EPA EMS Home Page	<a href="http://www.epa.gov/ems/">http://www.epa.gov/ems/</a>	Information about EPA's efforts to develop policies and related materials about environmental management systems (EMS). Note: this site plans to list state programs for EMS and nonprofit TAPS.
<b>U.S. Small Business</b>	SBA Answer Desk	1-800-8-ASK-SBA	Information about SBA programs, and telephone

## FEDERAL AGENCIES

### *Administration*

numbers for local offices.

SBA Home Page

<http://www.sbaonline.sba.gov>

Information about business services available to the organization, with links to other related sites.

### *Government Printing Office*

GPO Superintendent of Documents

1-202-512-1800

Information about available documents and instructions on ordering GPO publications.

### *US Department of Energy*

Pollution Prevention Information Clearinghouse

<http://epic.er.doe.gov/epic/>

Pollution prevention and environmental design information.

## STATE AGENCIES

**Organization**

**Resource**

**Telephone Number / Internet Address**

**Description**

## STATE AGENCIES

Organization	Resource	Telephone Number / Internet Address	Description
<b><i>State Environmental Protection Agencies</i></b>	Environmental Assistance Programs	Contact the state's Environmental Protection Agency	Many state environmental protection agencies provide publications, technical assistance, and information on pollution prevention technologies, waste reduction, and regulatory compliance, at little or no charge.
	Small Business Assistance Programs (Mandated under Title V of the Federal Clean Air Act).	Call the EPA Small Business Ombudsman (1-800-368-5888) for the phone number and address of the Small Business Assistance Program in the state.	Provides information and technical assistance to small businesses regulated under the Clean Air Act.  Several states, including Texas and Virginia have established "EnviroMentor" programs with their Small Business Assistance offices, to help small companies comply with regulations.

## STATE AGENCIES

Organization	Resource	Telephone Number / Internet Address	Description
	State and Local Pollution Prevention Programs	Contact the National Pollution Prevention Roundtable (1-202-466-7272) for the phone number and address of the pollution prevention program in the state.  <a href="http://www.epa.gov/opptintr/p2home/resources/statep2.htm">http://www.epa.gov/opptintr/p2home/resources/statep2.htm</a>	Provides information and technical assistance on pollution prevention.  Provides state-by-state information on agencies and organizations offering pollution prevention assistance.
Iowa Waste Reduction Assistance Program	Iowa Department of Natural Resources	502 E. 9 <sup>th</sup> Street Des Moines, IA 50319-0034 Phone: 1-515-281-6275 Fax: 1-515-281-8895	The WRAP is a non-regulatory, voluntary initiative designed to assist in source reduction and recycling for Iowa businesses and public institutions.

**Note: The list shown above represents only a sample of the resources that may be available from state agencies. Contact the state agency for details of existing programs and other forms of assistance available.**

## NON-PROFIT ORGANIZATIONS

<b>Organization</b>	<b>Address</b>	<b>Phone Number</b>	<b>Description</b>
Industrial Technology Institute (ITI)	2901 Hubbard Road P.O. Box 1485 Ann Arbor, Michigan 48106-1485	1-800-292-4484 Fax:1-313-769-4064	Technical assistance to small and mid-sized manufacturers. Energy, environment, and manufacturing assessments, as well as performance benchmarking, and QS 9000 and ISO 14000 implementation assistance.
Manufacturing Extension Partnership (MEP)	Building 301, Room C121 National Institute of Standards and Technology Gaithersburg, Maryland 20899-0001	1-301-975-5020 1-800-MEP-4MFG Fax:1-301-963-6556	Assists manufacturers with assessing technological needs, and works to help small manufacturers solve environmental problems with cost-effective solutions.
Iowa Waste Reduction Center	University of Northern Iowa 1005 Technology Parkway Cedar Falls, IA 50613-6951	1-319-273-8905 1-800-422-3109	Helps small businesses comply with federal and state environmental regulations, by incorporating on site reviews, applied research, and hands-on training into is free, confidential assistance program.

## **INTERNET RESOURCES**



Resource	Internet Address	Description
ANSI Online	<a href="http://www.ansi.org">http://www.ansi.org</a>	Contains information related to the American National Standards
Canadian Standards Association	<a href="http://www.csa.ca/isotcs">http://www.csa.ca/isotcs</a>	A center for information and services related to ISO 9000 and ISO 14000,
Clean Technologies Center (UCLA)	<a href="http://cct.seas.ucla.edu">http://cct.seas.ucla.edu</a>	Innovative technologies
Consortium on Green Design and Manufacturing (UIC)- Industrial Technology Institute Home Page	<a href="http://euler.berkeley.edu/green/cgd">http://euler.berkeley.edu/green/cgd</a> <a href="http://www.iti.org">http://www.iti.org</a>	Environmental design and Information about ITI, how to find environmental information on the Internet, and links to other organizations.
International Network for Environmental Management	<a href="http://www.inem.org/">http://www.inem.org/</a>	Case studies, publications and how-to information on environmental management. Interactive
ISO 14000 Information Center	<a href="http://www.iso14000.com">http://www.iso14000.com</a>	Answers to questions on ISO 14000 standards.
ISO 14000 Integrated Solutions (ANSI/GETF)	<a href="http://www.gnet.org">http://www.gnet.org</a>	Will provide training, conferencing, on-line information services and

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<b>Resource</b>	<b>Internet Address</b>	<b>Description</b>
Multi-State Working Group	<a href="http://www.mswg.org/">http://www.mswg.org/</a>	information services and publications on a fee basis.  Describes the activities of this group regarding EMS and ISO 14001.