

Small-Biz@EPA

Small Business Ombudsman Bulletin



November 2010 • Volume 2, Issue 4 • EPA /180/N-09/001

News for the Small Business Community

Welcome & Introductions

Welcome to the fall 2010 edition of the SmallBiz@EPA Bulletin. Improving our outreach and services to small businesses is our number one priority. We are excited to bring you a variety of updates and events that include fresh ideas and initiatives that have been implemented to assist small businesses in improving their environmental performance.

This quarterly web publication highlights recent Agency activities and State Small Business Environmental Assistance Programs (SBEAPs) initiatives. We are excited to offer you a special edition this quarter, dedicated to highlighting small business partnerships and lines of communication that have been developed and strengthened in recent months. In this bulletin, be sure to read about EPA Administrator, Lisa Jackson's commitment to small business programs. You can also read the recent partnership memo between EPA's Office of Small Business Programs (OSBP) and EPA's Office of Enforcement and Compliance and Assurance (OECA). These new statements of partnerships and commitment signify a dedication to strengthening our commitment to small business environmental assistance.

Administrator Lisa Jackson's Commitment to EPA's Small Business Program can be found [on page 12](#)

The OSBP and OECA Partnership Memo can be found [on page 13](#)

State/Regional Contacts

Need to find a contact within your state, region, or program? Go to the contacts page on the [Small Business Environmental Home Page](#)



IN THIS ISSUE:

Welcome & Introduction	1
Events	2
Reaching Small Business	3
Regulation Updates	6
Success Stories	8
Technical Updates	9
Green Business	10
Contact Lists	14
The ASBO Team	14

Do You have News for the SmallBiz@EPA Bulletin?

Want to reach the small business community? Send a brief synopsis of your success stories, technical and regulatory updates, and other news to Paula Zampieri (zampieri.paula@epa.gov). Include your web site link. Submissions must be received by the third Tuesday of March, June, September and December to be included for the next edition. Paula will send reminders requesting submissions for the next edition.

For More Information on Small Business Environmental Compliance: www.smallbiz-enviroweb.org

Events



Online Painter Training Meets EPA 6H NESHAP Requirements

The January 10, 2011 deadline is quickly approaching to comply with new National Emissions Standards for Hazardous Air Pollutants (NESHAP) Subpart HHHHHH (6H): Paint Stripping and Miscellaneous Surface Coating Operations. The Iowa Waste Reduction Center (IWRC) at the University of Northern Iowa has developed an online training assistance tool to help painters meet the meet the regulation's requirements. The training is geared for painting operations including auto body shops and manufacturing facilities.

The IWRC's training provides painters with the necessary training to comply with the regulation, and also to improve their skills saving time, money, and materials. This online painter training course costs \$199 with quantity discounts available. For over 20 years, the IWRC has provided expert environmental assistance to Iowa small businesses. As a non-profit, all funds from the training will directly support future development and improvements of training and assistance for small businesses.

For more information go to: www.sprayitright.com or contact John Konefes, john.konefes@uni.edu 319-277-4668 ext. 12.

Asbestos and Lead Environmental Health and Safety Training Events

The Environmental Institute, in Atlanta Georgia, offers a variety of asbestos and lead training.

For the 2009-2010 environmental health and safety training schedule, go to:

www.tei-atl.com/html/schedule.html

For Additional SBO/SBEAP events, go to:

www.smallbiz-enviroweb.org/SharingInformation/Events.aspx

Action Development Training at EPA

EPA's Office of Policy is offering a number of free training courses for EPA staff about the Action Development Process and other rulemaking considerations within the agency. Our upcoming courses include our flagship "Action Development at EPA" course... now two days instead of three!...and a new "Essentials of Regulatory Analysis" course. These courses are taught by EPA staff with expertise in each field. A few upcoming courses are listed below. You can always find more details, including a year-long curriculum at: <http://intranet.epa.gov/orpm/training/>.

DATE	TITLE	TYPE
10/14/2010 (2 p.m. Eastern)	Final Agency Review (FAR)	Webinar
10/28/2010 (2 p.m. Eastern)	OMB Review & Signature	Webinar
11/18/2010 (2 p.m. Eastern)	Tiering Your Action	Webinar
01/25 – 01/26/2011 (all day)	Action Development at EPA	Classroom
03/15 – 03/16/2011 (all day)	Essentials of Analysis for EPA Regulatory Professionals	Classroom

Partnerships & Reaching Small Business

Mississippi DEQ Small Business Collision Repair Campaign

Mississippi Department of Environmental Quality (MDEQ) SBEAP, in partnership with the Industry Conference on Auto Repair (ICAR), continues to provide outreach and education to collision repair shops throughout the state of Mississippi on the EPA Paint Stripping and Miscellaneous Surface Coating Area Source Rule HHHHHH (6H).

In addition to providing a series of workshops, Mississippi SBEAP's outreach activities include participation in events such as Cruisin' The Coast® which has become a major tourism boom for the Mississippi Gulf Coast and the biggest special event in the state of Mississippi. Car enthusiasts from over 37 states and Canada drive to the Mississippi Gulf Coast once a year to showcase and cruise a variety of antique, classic and hot rod automobiles at designated stops along the coast in Ocean Springs, Biloxi, D'Iberville, Gulfport, Bay St. Louis, and Waveland.

For more information contact Jessie Thompson, Mississippi Small Business Ombudsman at 601-961-5167 or jesse_thompson@deq.state.ms.us

The MDEQ's Environmental Assistance Program Wants to Know

The Michigan Department of Environmental Quality's (MDEQ's) Environmental Assistance Program (EAP) continually collects feedback from businesses, municipalities, consultants, institutions, and the public that they serve. Customers are asked to provide comments on how well staff responded to their questions about the

applicability and specific requirements of state and federal environmental regulations using a simple online survey. A link to the survey is located in staff's email signature.

"Thank you for contacting the MDEQ's Environmental Assistance Program. To help us improve the response and service we provide our customers, we encourage you to complete a short customer survey."

Between January and July of 2009, 38 people completed an online survey. All of the respondents said that EAP staff responded in a timely manner, answered their questions appropriately, and that they would recommend EAP's services to others. No negative comments were received in response to the question, "How would you describe the professional and courteousness of staff?" In response to the question, "Do you have specific suggestion on how the EAP can improve its services?" two respondents offered suggestions for improving the MDEQ's web site. Those suggestions were forwarded to the appropriate MDEQ staff for follow-up. Finally, the survey asks, "What changes occurred as a result of EAP staff assistance?" and below is the breakdown of those responses.

- 76%** Increased their knowledge of DEQ regulations
- 29%** Increased their knowledge of DEQ permit process
- 16%** Increased their knowledge of non-DEQ regulations
- 11%** Reduced air emissions, wastewater discharges, and / or generation of waste
- 8%** Other responses

Online surveys provide the EAP with continuous feedback on customer service. Through this vehicle the EAP can proactively identify actions to improve our services and public perception. Best of all, the surveys can be administered and results summarized at no cost to the program.

For questions or more information contact:

Dave Fiedler, Manager, MDEQ, Environmental Assistance Program, 517-373-0607, fiedlerd@michigan.gov

The Regulatory Flexibility Act @ 30

The Small Business Administration's Office of Advocacy recently held an event to celebrate the Regulatory Flexibility Act's (RFA) 30th year in existence. On September 21, 2010, the small business community celebrated 30 years of the RFA with a look toward the future of this important statute. Many participants made new connections and learned more about the role the RFA continues to play in creating regulatory flexibility for small business. Small businesses, policy makers, and academics joined the Office of Advocacy for a full day of events featuring distinguished speakers, including Congressional and Administration leaders, exciting panels, as well as a luncheon and networking reception.

To learn more go to SBA's Blog at: <http://weblog.sba.gov/blog-advo/?p=825>

Compliance Assistance Centers

A compliance tool designed to alert food processors of applicable federal, state and local environmental regulations are now available at the Food Processing Environmental Assistance Center (FPEAC). The information you obtain from this tool is specific to a food processor's facility and location. **Here is how it works:**

- Answer questions to specify the uniqueness of your facility (FPEAC does not retain this information).
- Receive a summary report, including an overview of applicable environmental responsibilities, plus links to more detailed information such as state regulations and contact names for further assistance.

If you are a first-time user of the FPEAC web site, this is a good place to start investigating the environmental requirements for specific food processing facilities. The FPEAC was developed by Purdue University and is the Compliance Assistance Center Platform, managed by the National Center for Manufacturing Sciences. Compliance Centers provide easy to understand compliance information targeted to sectors including geographic and environmental topics: agriculture; automotive service and repair; automotive recycling, chemical manufacturers; and more.

For a complete list of Compliance Assistance Centers go to: www.assistancecenters.net.

For state-specific regulations and resources go to the State Resource Locator at: www.envcap.org/statetools

Best Practices in Collision Repair

EPA Region 3 partnered with Delaware and Pennsylvania's Small Business Assistance Programs and EPA's Design for the Environment Program to hold "Best Practices in Collision Repair" workshops. In January 2010, three workshops were held in Delaware for 65 attendees. In September, four workshops were held in Pennsylvania and 210 attendees participated.

For more information contact: [Cathleen Kennedy](mailto:Cathleen.Kennedy@epa.gov)
EPA Region 3 (215) 814-2746.

Subscribe to the Environmental Protection Agency's Compliance Assistance News Briefs

The News Briefs is an email newsletter with information on new compliance assistance tools, significant rule changes, training, web casts, and more, all with links to more information:

To subscribe follow these directions

1. Go to <https://lists.epa.gov/read/> and click on "show more,"
2. Look for "ocorelink Office of Enforcement and Compliance Assurance information,"
3. Click on "subscribe," and
4. Enter your information.

For more information more information contact Catherine Tunis at tunis.catherine@epa.gov or call 202-564-0476.

Response to BP Oil Spill



Do you have general questions about the BP Oil Gulf Spill and how EPA is responding? Go to EPA's Gulf Response website: www.epa.gov/bpspill/index.html.

Federal response efforts to the BP Gulf Oil Spill can be found at: www.deepwaterhorizonresponse.com/go/site/2931.

Northeast Assistance and Pollution Prevention News: Celebrating 20 years of pollution prevention action in the northeast - now available online

The Northeast Assistance and Pollution Prevention News provides a retrospective on P2 and assistance accomplishments in the region since 1990. The upcoming fall 2010 issue will focus on the next 20 years. Interested in sharing your "20 years of action" stories, reflections and your vision for the next 20 years? Send them to be included in the next publication; efforts will be made to incorporate these into the fall newsletter. We also welcome your comments on this newsletter. Email your thoughts and ideas to: tgoldberg@newmoa.org.

To access the newsletter online go to: www.newmoa.org/prevention/newsletters/20_1/Vol20_1.pdf.

For a free subscription of future issues go to: www.newmoa.org/prevention/newsletters/subscribe.cfm

Open Government Initiative (White House)

www.whitehouse.gov/open

In the Memorandum on Transparency and Open Government, issued on January 21, 2009, President Obama instructed the Director of the Office of Management and Budget (OMB) to issue an Open Government Directive. The Open Government Directive lays out the Obama Administration's plan for breaking down long-standing barriers between the federal government and you.

Open Government (EPA)

www.epa.gov/open



This site offers links to current and planned EPA projects and initiatives that foster public participation and collaboration. We are taking immediate, specific steps to open our doors and data by:

- Publishing government information online.
- Improving the quality of government information.
- Creating and institutionalizing a culture of open government.
- Creating an enabling policy framework for open government.

Regulation Updates

EPA Extends by One Year the Compliance Date on Spill Prevention Rule for Certain Facilities

Offshore drilling, production, workover, and certain onshore facilities are not eligible for extension.

On October 7, 2010, EPA maintained the November 10, 2010, Spill Prevention Rule compliance date for drilling, production or workover facilities that are offshore or that have an offshore component, and for onshore facilities required to have and submit Facility Response Plans (FRPs). However, EPA extended the compliance date an additional year for all other facilities to amend or develop an SPCC Plan until November 10, 2011.

EPA has also delayed the SPCC compliance date by which a facility must address milk and milk product containers, associated piping and appurtenances constructed according to current applicable 3-A Sanitary Standards that are subject to the current applicable Grade "A" Pasteurized Milk Ordinance (PMO) or equivalent state regulatory requirement. The date is delayed one year from the effective date of a final rule specifically addressing these milk and milk product containers.

The amendments do not remove the regulatory requirement for owners or operators of facilities in operation before August 16, 2002, to maintain and continue implementing an SPCC Plan in accordance with the SPCC regulations then in effect. Such facilities continue to be required to maintain plans during the interim until the applicable compliance date for amending and implementing the amended Plans.

The purpose of the SPCC rule is to establish requirements for facilities to prevent a discharge of oil into navigable waters or adjoining shorelines. Deep water drilling, production or workover facilities are typically not subject to EPA jurisdiction and will not be impacted by this action.

For the full regulatory update and more specific information on the rule: www.epa.gov/emergencies/content/spcc/compliance_dates.htm.

EPA Seeks Small Business Input on Formaldehyde

EPA invited small businesses to participate in an advocacy review panel focusing on formaldehyde. EPA plans to implement regulations for the new Formaldehyde Standards for Composite Wood Products Act, enacted in July 2010. The proposed regulation will establish requirements for composite wood products (hardwood plywood, medium-density fiberboard, and particleboard) so these products meet formaldehyde emission standards. Formaldehyde is a known eye, nose, and throat irritant and has been classified as a probable human carcinogen. Formaldehyde-based resins are sometimes used as adhesives in composite wood products.

EPA is required to establish a federal panel for rules that may have a significant economic impact on a substantial number of small organizations. The panel will include representatives from the Small Business Administration, the OMB and EPA. Small entity representatives (SERs) will be invited to provide advice and recommendations to inform the panel on impacts of the proposed rule.

For more information on the formaldehyde rule go to: <http://www.epa.gov/sbrefa/formaldehyde.htm>.

Small Business Jobs Act Signed by Obama



The President signed the Small Business Jobs Act on September 27, 2010. Small business owners will receive extended tax breaks and better access to credit to help sustain

and grow their businesses. The bill includes a series of small business proposals that the President put forth earlier this year, and small businesses will start benefiting from the bill on day one. A few key provisions of the Act include:

- *Extension of Successful Small Business Administration Recovery Loan Provisions —Immediately Supporting Loans to Over 1,400 Small Businesses.*
- *A New \$30 Billion Small Business Lending Fund.*
- *Eight New Small Business Tax Cuts – Providing Immediate Incentives to Invest.*

To see a complete list of the benefits in the Small Business Jobs Act go to the White House Blog: www.whitehouse.gov/blog/2010/09/27/president-obama-signs-small-business-jobs-act-learn-whats-it.

EPA Marks 20th Anniversary of the Pollution Prevention Act of 1990

This year the Pollution Prevention Week, September 19-25, marked the 20th anniversary of the EPA Pollution Prevention Act of 1990. The act laid the groundwork for reducing pollution at its source and protecting children and families from exposure to harmful pollutants, as well as significantly reducing the amount of contaminants released into the environment.

EPA is focused on integrating pollution prevention goals

into all its programs and has already achieved results in many agency programs:

- In 2009 alone, Americans, with the help of Energy Star, saved \$17 billion dollars on their energy bills and reduced greenhouse gas emissions equivalent to those of 29 million cars.
- WasteWise celebrated 15 years of environmental results in 2009, with 2,860 members contributing to the prevention and recycling of more than 160 million tons of waste (or 320 billion pounds).
- Since the program began in 2003, Plug-In To eCycling partners have recycled more than 360 million pounds of electronics, including televisions, computers and cell phones.
- WaterSense has helped consumers save 46 billion gallons of water and \$343 million in water and sewer bills since the program's inception in 2006.

Green electronics, Green Chemistry and Green Engineering, and the Design for the Environment (DfE) programs have reduced the use of toxic materials in everyday items like computers and household cleaners and have given consumers the choice to use safer products since the programs began in 2006, 1995 and 1992 respectively. Today, more than 2,000 products carry the DfE label.

For more information go to EPA's P2 celebratory website at: <http://www.epa.gov/p2week/>.

EPA News Releases – Air

Read all of EPA air press releases at: <http://yosemite.epa.gov/opa/admpress.nsf/Press%20Releases%20-%20Air!OpenView>.

Laws, Regulations, Guidance and Dockets

Stay informed about current and initiated rules and regulations from the EPA and other federal agencies.

- Action Initiation List posts monthly updates to EPA rules and regulatory actions.
- [Regulations.gov](#) is the federal government's one stop site to comment on federal regulations. Sign up for email notifications for alerts when documents (e.g., a proposed rule or a meeting notice) are added to a docket. All of EPA's rules have a docket on Regulations.gov.
- [Rulemaking Gateway](#) provides information to the public on the status of EPA's priority rulemakings.

Office of Information and Regulatory Affairs' "Dashboard"

On February 16, 2010, as part of the Administration's effort to create a more open and transparent government, the OMB launched an Office of Information and Regulatory Affairs (OIRA) "dashboard" on www.reginfo.gov. This public website discloses information about OIRA's review of draft regulations under Executive Order 12866.

Success Stories

Minnesota Reaches Small Business through YouTube

Taking advantage of online social media avenues is one of the many ways for businesses and organizations to stay current and relevant in today's business world. Minnesota's Small Business Environmental Assistance Program created and posted to YouTube a fun and informative video on what their program does and how it can benefit small businesses.

[Watch their YouTube video.](#)

For more SBEAP Accomplishments, visit the [Small Business Environmental Home Page](#)

Envirocert Stormwater Certification Program

City and county engineers asked Ohio's EPA Office of Compliance Assistance and Pollution Prevention (OCAPP) for help to find convenient and affordable EnviroCert Review Classes and exams so that their staff could become certified in different aspects of stormwater management. OCAPP worked with the Great Lakes Chapter of the International Erosion Control Association to obtain grant funding to provide instructors and reduce the attendee cost per class to a minimal \$85 charge.

A total of 194 people attended nine review classes and 12 exam sessions at four different venues in Northeast Ohio. This allowed 139 people to take the certification exams with an 84 percent passing rate. The project even attracted out-of-state attendees because they had trouble finding comparable and affordable training locally.

OCAPP assisted in writing the grant application, the final report, and organized the training events including proctoring most of the exams.

[More information is available online](#)

Kentucky DCA Offers Compliance and Sustainability Workshops

The Kentucky Division of Compliance Assistance (DCA), located in the Department for Environmental Protection (DEP), has been offering workshops to the public and state agencies on a variety of topics. This summer, a workshop concerning floodplains, streams and wetlands, as well as composting, were held in the DEP Training Center in Frankfort, Kentucky.

These workshops are a part of a growing training program developed by Kentucky DCA that incorporates compliance and sustainability issues.

Kentucky DCA will be offering webinars in the future in addition to classroom training.

For more information you can contact Mary Jo Harrod at MaryJo.Harrod@ky.gov or visit <http://dca.ky.gov/Training-Events/> for the latest information about upcoming workshops.

EPA received high marks on the annual SBA Small Business Scorecard

- The SBA Small Business Scorecard rates 24 Federal agencies on inclusion of small businesses in their procurement process. EPA received an A rating and a score of 115.1. The scorecard is an assessment tool to measure how well federal agencies reach their small: business and socio-economic prime contracting and subcontracting goals.
- provide accurate and transparent contracting, data.
- report agency-specific progress.

The prime and subcontracting component goals include goals for small businesses, woman-owned small businesses, small disadvantaged businesses, service-disabled veteran owned small businesses, and small businesses located in historically underutilized business zones (HUBZones).

This achievement is truly a “One EPA” accomplishment; each EPA program office, regional office, and the Office of Acquisition Management should truly be proud of this accomplishment. The Agency looks forward to duplicating its scorecard achievement in the new fiscal year. To get more information on the SBA scorecard and how other federal agencies were rated go to: <http://www.sba.gov/aboutsba/sbaprograms/goals/SCORE-CARD2009.html>.

For more information on EPA’s score from SBA contact: Lamont Norwood at norwood.lamont@epa.gov.

Technical Updates

Companies Told to Expect Three Rule Proposals in Early 2011



The EPA will release three proposed rules under the Toxic Substances Control Act (TSCA) in early 2011 that will help define chemical testing and information reporting requirements for nanotechnology companies, an official from EPA’s Office of Pollution Prevention and Toxics said Sept. 27, 2010.

Kenneth T. Moss, notice and regulations team leader in the office’s New Chemicals Management Branch, said the three rulemakings will enhance EPA’s understanding of the safety and toxicity issues associated with nanoscale chemical substances. All three projects are critical to EPA as it seeks to manage the potential risks posed by some nanoscale materials. While EPA previously had said the three proposed rules would be released during 2010, Moss predicted release dates in early 2011, though it should be noted that the agency is “well along” in the rule development process.

Small Business Exemption Sought: Although the federal and state information initiatives can be challenging for smaller nanotechnology firms, in many cases the firms

have limited compliance resources. TSCA provides an exemption for small businesses for some reporting requirements and there is hope that some type of exemptions will be woven into the forthcoming federal rules.

For more information go to EPA's Nanoscale TSCA site at: <http://www.epa.gov/opptintr/nano/>.

Follow Safe Work Practices when Weatherizing with Spray Polyurethane Foam (SPF)

SPF is a widely used and highly-effective insulation and sealant material for use in homes and other buildings. However, exposures to its key ingredient, isocyanates, and other SPF chemicals in vapors, aerosols, and dusts can cause asthma, respiratory problems, skin irritation, and other adverse health effects. For more information, visit: www.epa.gov/dfe/pubs/projects/spf/spray_polyurethane_foam.html.

Ensure the following safe work practices are in place to avoid chemical exposures during and after weatherization installation with SPF:

- Review label and product information for ingredients, hazards, directions, and precautions.
- Vacate building occupants and other trade workers who are unprotected.
- Isolate the work site.
- Ventilate the work site.
- Wear prescribed personal protective equipment, such as chemical resistant (nitrile) gloves, appropriate respirator, and chemical resistant clothing.
- Clean the area thoroughly before re-entry of unprotected workers or occupants.

If you would like to share your innovative work practices that help keep workers and returning occupants safe, find the appropriate contact at www.epa.gov/oppt/dfe/contact.htm.

Green Business

Energy Star Small Business and Congregation Awards fight Climate Change

The EPA is recognizing nine small businesses and congregations for their achievements in the fight against climate change. Through effective energy management



practices and innovative efficiency solutions, all nine organizations demonstrate that no matter the size, it is possible to save money and use significantly less energy to power the buildings where Americans work, play, and learn.

The nine organizations all used different strategies to save energy in their buildings. Examples include installing programmable thermostats, lighting sensors, insulation, and a white roof, upgrading to more efficient LED and compact fluorescent lighting and Energy Star qualified equipment; and supporting employee energy-conscious behaviors. Together, these award-winning organizations reduced annual greenhouse gas emissions equivalent to those from the annual electricity use of more than 650 homes, while saving more than \$850,000 on their energy bills.

For more information about the 2010 Energy Star Small Business Award winners go to:

<http://www.energystar.gov/SmallBizAwards>

GreenGov Symposium in Washington, DC

The GreenGov Symposium was a three-day event that brought together a broad group of sustainability leaders to identify opportunities for greening the Federal Government. It was held on October 5-7 at The George Washington University in Washington, DC, and was in conjunction with the one-year anniversary of the signing of the Executive Order on Federal Leadership in Environmental, Energy, and Economic Performance (13514) by President Obama. The symposium targeted a wide range of sustainability topics including clean energy, water efficiency, climate change and adaptation, sustainable buildings, greening the supply chain, and more. Secretary of Energy Steven Chu, and Secretary of Agriculture Tom Vilsack, were a few of the keynote speakers and high level officials that participated in this ground breaking event.

For more information, event agenda and a complete list of speakers go to: <http://www.gwu.edu/explore/aboutgw/eventscalendars/greengov>.

Kentucky's Biofuel and Environmental Education Project



Environmental educators are faced with the challenges of ensuring Kentuckians understand the value of alternative energy sources in conserving and preserving Kentucky's economy, natural beauty and resources. Growing up in western Kentucky, Kenya Stump understands all too well the

challenges these environmental educators face. Through her work, Kenya Stump came to a realization: if she could convince people that conservation made common sense, could save residents money, and provide jobs, people might be convinced that alternative energy sources are the way to go.

Kenya Stump, who works with the Kentucky Division Compliance Assistance, developed her TogetherGreen Conservation project. Kenya plans to form the Kentucky Biofuels for Schools Program, which will focus on educating high school students on biofuels and installing biodiesel processing equipment at selected schools. Once created, the biodiesel could be used within the school grounds in landscaping equipment, generators, or made available to the community. The program will provide valuable skills to students, enabling them to pursue a career in biofuels, as well as demonstrate the value of biofuel to the community. Kenya's project involves the support of eight different environmental organizations in the state.

This article is based off an online announcement on the Together Green website. To view the article in its entirety go to: <http://www.togethergreen.org/People/FellowDetails.aspx?fellowID=115>.

Smart Steps to Sustainability – A Guide to Greening Your Small Business

EPA's Office of Small Business Programs is proud to announce that the new greening guide resource for small businesses is now available. Smart Steps to Sustainability promises to help your small business in moving beyond compliance and into sustainability.

Environmentally-friendly business practices can yield enormous rewards, both for the environment and the business.

Being green can:

- Save money from reduced waste and increased efficiency.
- Bring peace of mind from reduced concerns about health and safety liability.
- Improve public relations.
- Attract green consumers.
- Differentiate your business from competitors.
- Provide flexibility in uncertain times.

For a copy of the Smart Steps to Sustainability Guide and other small business greening assistance resources, go to: <http://www.epa.gov/osdbu/green-pubs.htm>.

Commitment to EPA's Small Business Programs: A Memorandum from EPA Administrator, Lisa P. Jackson to all EPA Employees.

I want to take this opportunity to formally state my commitment to ensuring EPA is an Agency that supports small business. The impact of small business on employment, job creation, and scientific and technological innovation and research is well documented. The success of small business is inextricably linked to our country's economic recovery. Moreover, the utilization and support of small business is directly in line with my objective to attain greater inclusiveness in our approach to accomplishing our mission.

The mission of EPA's Office of Small Business Programs (OSBP) is to support the protection of human health and the environment by advocating and advancing the business, regulatory, and environmental compliance concerns of small and socio-economically disadvantaged businesses, and minority academic institutions. Currently housing the Agency's Direct Procurement Small Business Program, the Disadvantaged Business Enter-

prise (DBE) Program, the Minority Academic Institutions (MAI) Program, and the Asbestos and Small Business Ombudsman (ASBO) Program, OSBP has evolved into an organization that is strategically positioned as both an internal and external resource for small business and MAIs.

Based on numbers provided by EPA's Office of Acquisition Management, for Fiscal Year 2009 the Agency awarded 45.8% of its contracting dollars to small businesses, nearly doubling the Federal Government-wide 23% small business contracting goal, and exceeding the individual Agency goal of 39.8%. In addition to our overall small business accomplishments, the Agency also exceeded its goals in the following categories, Service Disabled Veteran Owned Small

Business (7.8%), Woman Owned Small Business (5.8%), and Small Disadvantaged Business (13.5%). While narrowly missing our 8(a) and Historically Underutilized Business Zone goals by 1% and 0.5% respectfully, I remain committed to making every effort to meet these goals in the future.

While the Agency is performing well with small business contracting, we cannot rest on our laurels. The Agency and the Small Business Administration (SBA) have agreed to an overall small business goal of 42% of the Agency's annual procurement budget for Fiscal Years 2010 and 2011. In order to preserve our track record of success, we will need to foster a culture within the Agency to move out of our procurement comfort zones, and "think small, first." We will also need to support and strengthen the diverse, comprehensive, and inclusive small business outreach efforts undertaken by OSBP. These outreach efforts include internal assistance and education efforts to foster the necessary culture for success, as well as external efforts to make sure small businesses are ready to meet the needs of the Agency.

While the American economy and EPA are impacted by small business, as an enforcement agency, EPA's impact on small business is equally profound. As we develop new regulations and compliance standards, we must consider the fact that what we do can sometimes have a unique and adverse effect on small business. OSBP's ASBO Program advocates for small business, with the goal of minimizing regulatory burdens and impacts. ASBO also partners with state Small Business Environmental Assistance Programs, small business trade associations, the Small Business Administration (SBA) and other federal agencies to reach out to the small business community. These partnerships provide the information and perspective EPA needs to help small businesses achieve their environmental performance goals.

I have made a commitment, and I encourage you to also make a commitment, to work with, and utilize the services of OSBP to increase the presence of small business in our efforts to protect human health and the environment. EPA's responsibility for supporting small business is a shared responsibility that begins with EPA's senior management, and evenly spreads to all EPA personnel in program offices and regions. While acquisition planning or initiating procurements in a program office, processing or managing procurements in a contracts office, or writing a regulation, I strongly encourage you to "think small, first."

This message was sent to all EPA staff on June 9, 2010.

EPA's Office of Small Business Programs and the Office of Enforcement and Compliance Assurance, Office of Compliance (OC) - Partnership Memorandum Encouraging Regional Support

The OC and the Office of OSBP are asking for your support to improve the way EPA helps small business understand and comply with environmental requirements. OC, with

its strong network of regional Compliance Assistance Coordinators (CACs), and OSBP, through its own network of Small Business Regional Liaisons (Liaisons) and state Small Business Environmental Assistance Programs (SBEAPs), are working together to coordinate regional and state delivery of compliance information to small businesses. The first step in this partnership was to bring together the CACs and Liaisons at the 2010 Small Business Environmental Conference in Washington, DC on June 8-11. We are asking you to support this work.

Why Partner?

Section 507 of the 1990 Clean Air Act Amendments (CAA) requires states to develop programs to help small businesses understand and comply with CAA compliance requirements. The state SBEAPs grew out of this statutory requirement. EPA's Asbestos and Small Business Ombudsman, part of OSBP, monitors these state programs. (For more information visit: www.epa.gov/sbo/507program.htm) While most of the SBEAPs focus only on CAA requirements, they also see a clear need in other environmental media areas. The SBEAPs and the Environmental Council of States (ECOS) have turned to EPA to help them meet this demand.

Part of our answer to this request is to establish a partnership between multimedia compliance experts, OSBP and the SBEAPs. The goal of this partnership is to better identify, through the SBEAPs, the information needs of small business, and bring those needs to the attention of headquarters and regional media program and compliance experts. Together they will identify where partners already have information they can share, expert speakers, websites, guidance documents, workshops, and other assistance materials that can be made available more broadly. To address needs where materials do not already exist, we would like to partner with media program experts at headquarters and in the regions to develop solutions to meet those needs.

This partnership will undoubtedly benefit both EPA and state assistance programs by virtue of the efficiencies it will bring, and most importantly, it will enhance delivery of compliance information to small businesses. It will enable the regions and states to readily share existing materials, and thus prevent partners from reinventing the wheel. It will also reduce costs associated with separate deliveries for materials of visits to small businesses by multiple EPA offices. Over the long term, we will be better positioned to identify and collaborate on small business needs as they arise.

Next Step: Establishing the Partnership

In advance of the June 2011 Small Business Environmental Conference (www.sbeapconference.com), we asked all the regional CACs and Liaisons to begin organizing regional networks with representatives from their own state SBEAPs. The conference will be a venue for solidifying EPA's partnership with the SBEAPs. Time has been set aside at the conference for the newly forming regional networks to explore the drivers and barriers for improving compliance, and begin working together to develop innovative approaches to improving small business compliance. Our objective for the conference is for the group to develop goals and a plan for moving forward.

Sustaining Partnership

We hope to continue the dialogue with the regional networks after the conference. The EPA Environmental Assistance Network, a task force composed of OC, OSBP, and the EPA headquarters program offices, meet quarterly to coordinate EPA's compliance assistance work and will now include regional and state representatives from each of the regional networks, allowing for Agency-wide information exchange and shared problem solving.

Success in building a new EPA/state compliance assistance partnership depends on regional involvement.

We ask for your support in encouraging your region's CACs and Liaisons to actively participate in this effort.

If you have any questions, please contact Seth Heminway, OC, at 202-564-7017 or Joan B. Rogers, OSBP, at 202-564-6568.

Contact Lists

Need to find the right person to contact for a comment or question within your state, region, or program?

[Visit the Contacts page on the Small Business Environmental Home Page.](#)

The ASBO Team

Joan B. Rogers, ASBO	202-564-6568
Angela Suber	202-566-2827
Paula Zampieri	202-566-2496
Lester Facey	202-566-1321
Tom Nakley	202-566-2826
Treva Alston	202-566-1594
Mainline	202-566-2075
Hotline	800-368-5888
(DC area)	202-566-1970
Fax	202-566-1505

