

Process for Chartered SAB Discussions of EPA Planned Actions and their Supporting Science

(Protocol adopted by the Chartered SAB in July 2013)

Purpose: to describe the process for chartered SAB discussions of EPA planned actions and their supporting science.

Background:

- The Environmental Research, Development, and Demonstration Authorization Act of 1978 (ERDDAA) requires the EPA to make available to the SAB proposed criteria documents, standards, limitations, or regulations provided to any other Federal agency for formal review and comment, together with relevant scientific and technical information on which the proposed action is based. The SAB may then make available to the Administrator, within the time specified by the Administrator, its advice and comments on the adequacy of the scientific and technical basis of the proposed action.
- EPA has decided to inform the SAB at the time of publication of the Unified (Regulatory) Agenda or the Semi-annual Regulatory Agenda.
- EPA has also decided to provide the SAB with additional information about EPA actions, i.e., short descriptions of major planned actions that are not yet proposed but appear in the semi-annual Regulatory Agenda (see attached format). This process is separate from the Deputy Administrator's annual memorandum requesting program and regional offices to identify scientific issues that might be appropriate for SAB consideration.

Process for Discussions of EPA Planned Actions and their Supporting Science

- The process begins after the EPA informs the SAB about publication of the Unified (Regulatory) Agenda or semi-annual Regulatory Agenda and provides the SAB with a list and brief descriptions of major planned actions.
- An SAB Work Group on EPA Planned Actions for SAB Consideration of the Underlying Science will be constituted by the SAB Staff Office.
 - The Work Group will include three ongoing members (Work Group Chair, Chair of the Clean Air Scientific Advisory Committee and no more than two additional members) plus additional members from the Chartered SAB chosen each time the unified agenda or semi-annual agenda is released. Those additional members would have expertise related to the science supporting the major actions in that agenda.
- The SAB Work Group will screen the agenda and additional information provided by the agency on major planned actions to identify actions with science of interest. The Work Group will use a format (see attachment) to evaluate major planned actions.
- For those actions of interest to the SAB Work Group, the SAB Staff Office will schedule and document SAB Work Group fact-finding conversations with relevant agency technical staff.

- SAB Work Group will develop preliminary recommendations identifying actions for consideration by the Chartered SAB.
- The Chartered SAB will hold an initial teleconference to consider the preliminary recommendations from the SAB Work Group and to identify any other information needed for decision making.
- The Chartered SAB will hold a teleconference or meeting to determine whether any actions merit SAB additional consideration in order to provide advice and comments on the adequacy of the scientific and technical basis of the proposed action.
- The SAB Chair will document the SAB's determination in a letter to the Administrator.

Web links to past SAB discussions about EPA planned actions

- [SAB Discussions about EPA Planned Actions in the Fall 2012 Unified \(Regulatory\) Agenda and their Supporting Science](#)
- [SAB Discussions about EPA Planned Actions in the Spring 2013 Unified Agenda and their Supporting Science](#)
- [SAB Discussions about EPA Planned Actions in the Fall 2013 Unified Agenda and their Supporting Science](#)
- [SAB Discussions about EPA Planned Actions in the Spring 2014 Unified Agenda and their Supporting Science](#)
- [SAB Discussions about EPA Planned Actions in the Fall 2014 Unified Agenda](#)
- [SAB Discussions about EPA Planned Actions in the Spring 2015 Unified Agenda](#)

Format for Agency Description of Potential EPA Tier 1 or Tier 2 Actions

(Agency Format Attached to Protocol Adopted by the Chartered SAB in July 2013)

Name of action:

RIN Number:

EPA Office originating action:

Brief description of action and statement of need for the action:

Timetable:

Does the action rely on science that meets the EPA *Peer Review Handbook* definition of "an influential scientific or technical work product" that "has a major impact, involves precedential, novel, and/or controversial issues, or the Agency has a legal and/or statutory obligation to conduct a peer review?"

Scientific questions to be addressed and approach:

Plans for scientific analyses and peer review:

SAB Work Group Template

(Template Attached to Protocol Adopted by the Chartered SAB in July 2013)

Recommendation from the SAB Work Group on EPA Planned Actions for SAB Consideration of the Underlying Science

Name of planned action:

Please respond to the following questions based on the short description EPA provided for the planned action.

	Yes	No
Is the action planned or under review by the SAB? If not, has EPA identified other high-level external peer review (i.e., by the NAS, CASAC, or FIFRA SAP)?		
Is the action primarily administrative (i.e., involve reporting or record keeping)?		
Has EPA characterized the action as one that has "an influential scientific or technical work product" that "has a major impact, involves precedential, novel, and/or controversial issues, or the Agency has a legal and/or statutory obligation to conduct a peer review?"		
Is the action an extension of an existing initiative?		

Please indicate whether the action merits a high, medium or low level of interest regarding the following historical SAB science- and problem-driven criteria, based on the short description EPA provided for the planned action.

	High	Medium	Low
Involves scientific approaches that are new to the agency			
Addresses areas of substantial uncertainties			
Involves major environmental risks			
Relates to emerging environmental issues			
Exhibits a long-term outlook			

Identify any additional information needed for development of a recommendation on this action.

Please provide a recommendation regarding whether the SAB should consider this action for review and comment on the adequacy of the supporting science and provide a brief rationale.