



Information Clearinghouse Handbook

000K83001

U.S. Environmental Protection Agency
Information Systems
Office
401 M Street, S.W.
Chicago, Illinois 60604

The primary mission of the Clearinghouse is to provide a mechanism for the Program Offices to access certain relevant computer data bases as part of the procure-

Mission

The models and the environmental data bases files have been available on-line since 1980. The procurements and grants file and the technical reports file were added in 1983. The files are accessible on NIH/EPA Chemical Information System (CIS) in the component or module called CLEAR.

The EPA Information Clearinghouse was established in 1979 to create an on-going comprehensive inventory of all of EPA's environmental measurement data.

Clearinghouse History

EPA INFORMATION CLEARINGHOUSE

PROCUREMENTS AND GRANTS

This file includes on-going contractual commitments of more than \$10,000.00 on environmental and economic studies. The basic procurement data for 600 records comes from EPA's Contract Information System (CIS). Basic grant data for 700 records is obtained from the Grants Information Control System (GICS). Data from the Office of Research and Development Information System (ORDIS) further enhances the values of such data elements as abstract, title, and project officer's organization. Each contractual or grant commitment is indexed using the NTIS *Environmental Thesaurus* for in-depth access to the data.

Technical Reports Data Elements

Report number
Report date
Location of publication
Performing organization report number
Contract/Grant number
Type of report and period covered
Peer review status
Title and subtitle
Performing Organization name/address
Project Officer name/address
Abstract
Descriptors
Identifiers/Open Ended terms
Availability statement
Security class
Number of pages
NTIS PB number

Technical Reports

Model Operation

- Input-description of data required to set-up, run, calibrate and verify the model
- Output-description of what model is capable of producing and their formats
- Computational system requirements
 - Hardware
 - Language
 - Level of operator

User Information

- Applications
 - How model has been used and by whom
 - Identification of special options, subroutine, and linkages to other models
- Technical contact
- References — users manuals and other documentation

Air

- Type of model
- Has OAQPS reviewed or approved
- Production method of primary pollutant
- Process used to remove pollutant from atmosphere
- Sample averaging time
- Limitations of the source of the pollutant
- Character of area where sample data was collected-simple or complex
- Distance pollutant traveled from source

Water

- Type of model
- Type of environment to which this model applies
- Processes and constituents included in this model
- Level of complexity

Models

ENVIRONMENTAL DATA BASES

This automated file is comprised of descriptive data on approximately 370 EPA environmental data bases. Data bases include any consistently organized set of environmentally related observations whose collection was required and/or funded by EPA. Excluded are administrative data bases containing no environmental data.

The file includes descriptions of both automated and manual data bases, data bases generated by Agency programs and research efforts, data bases collected under contracts, grants, and interagency agreements, and data bases consisting of required state and industry reports.

The data bases described in this file are those presently maintained by EPA, those no longer updated but kept by EPA for historical purposes, and those under development for which detailed design funding has been approved.

The descriptions of these data bases were originally gathered in the Summer of 1980 and updated in 1981 and 1982. Updates to existing descriptions are added annually. Descriptions of new data bases are entered immediately upon receipt from the sponsoring EPA organization.

Data Bases Data Elements

Data Base Identifiers

Name of data base
Acronym
Media sampled to generate data
Type of data collection or monitoring
Status of data base
Abstract describing data base content

Searching the data base by words or phrases results in a list of documents or citations satisfying the criteria entered. These lists can be used for display or printing of data from the data base where they were created as well as for cross-reference purposes (where applicable) to other data bases. Searching by specific field mnemonics and/or specific searchable numbers of each component will produce more precise search results.

To Log Into CIS

In order to access the CLEAR File on CIS, a password is necessary. Many EPA offices have passwords already assigned. In order to obtain a password, contact the Chemical Information System (CIS) Office within EPA at the following:

Chemical Information System (CIS)
Room 2810 (Mall)
PM-218
382-2423

Access to Data Files

INFORMATION CLEARINGHOUSE SERVICES

Data Gathering

The need for a single and exhaustive record of EPA's environmental data, both to certify non-duplication of effort of all the environmental data available throughout the Agency and to increase EPA's response to management and other federal agencies seeking information, is essential. One hundred percent coverage of all EPA funded grants and procurements, EPA operated data bases and models, and all resulting technical reports is most important.

Existing data in these files was gathered by the Information Clearinghouse through either Agency-wide surveys or retrospective data conversion conducted prior to bringing each file up on the CLEAR module of CIS. Because of their significance and impact on the on-going research and development undertaken or sponsored by EPA, the procurements and grants and technical reports files are updated on a regular and frequent basis. The procurements and grants file is updated on a bimonthly on-line basis; the technical reports file is updated on a monthly, or more frequent if necessary, basis. The models and data bases files have been and will be updated annually through Agency-wide surveys.

Output Products

Computer Output Microfiche (COM) and hard-copy directories of the models and data bases files will be distributed annually to all participating EPA Offices and other interested parties upon request.