

EPA National Enforcement Training Institute

2001 Course Catalog



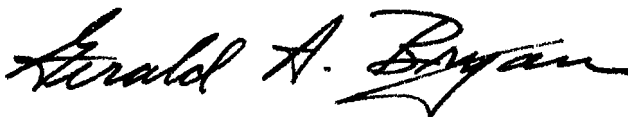
Dear Environmental Enforcement Professional,

The National Enforcement Training Institute (NETI) is pleased to offer this Course Catalog of environmental enforcement training. NETI is located within the U.S. EPA's Office of Enforcement and Compliance Assurance, Office of Criminal Enforcement, Forensics and Training. Since 1991, NETI has been providing training for federal, state, local and tribal environmental enforcement personnel, including attorneys, inspectors, technical staff and investigators.

In this document you will find a listing of courses by topic, with a brief description of the course content and a contact name and phone number. This document, as well as the Schedule of Courses, is available at our Web site located at <http://www.epa.gov/oeca/neti> or by calling 1-800-EPA-NETI. Most of the courses listed are classroom-based; those that employ an alternative learning method, such as video or computer-based, are designated in the course title. All courses are free of charge.

NETI is committed to providing quality training courses for enforcement personnel. We welcome your comments about the courses we offer and about courses we can develop to meet your training needs.

Sincerely,

A handwritten signature in black ink that reads "Gerald A. Bryan". The signature is fluid and cursive, with the first name "Gerald" and last name "Bryan" clearly legible.

Gerald A. Bryan, Director
NETI



HOW TO USE THIS CATALOG:

Courses are listed by topic, followed by a brief description of the course content, the course contact name and phone number, and any conditions to attendance.

Please note that although the Catalog includes all courses available, not every course listed will be presented in 2001. Check the Course Schedule for upcoming dates and locations or call the course contact for more information.

TO REGISTER FOR A COURSE:

Register on-line at:

<http://www.epa.gov/oeca/neti>

or

Call **1-800-EPA-NETI** to have a NETI Registration Form faxed to you. Then fax the completed form to 202-564-0075.

FOR COURSE DATES AND LOCATIONS:

Review the latest Schedule at

<http://www.epa.gov/oeca/neti>

or

Call **1-800-EPA-NETI** to have the latest Schedule faxed to you.

QUESTIONS?

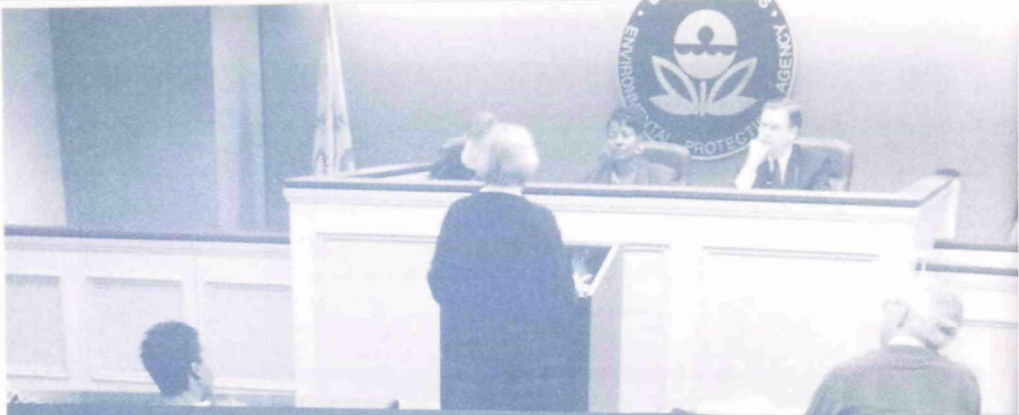
Contact NETI at 202-564-2430 or write to us at:

U.S. Environmental Protection Agency
National Enforcement Training Institute
1290 Pennsylvania Ave., NW (2235A)
Washington, DC 20460



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**NETI's training
provides
attorneys and
expert
witnesses
experience in a
mock hearing
setting.**

CAM 1 CAM 2 CAM 3 VIEW 1 VIEW 2 VIEW 3

CAM 1 CAM 2 CAM 3 VIEW 1 VIEW 2 VIEW 3

AIR TRAINING

Optical Remote Sensing (UVDOAS) [AIR201] This 3-day course trains federal and state technical personnel on the operation of new ultraviolet remote air pollution monitoring equipment and analysis of data.

■ *Contact: Cary Secrest, 202-564-8661, E-mail: secrest.cary@epa.gov*

Air Practitioners Enforcement Workshop for the States [AIR202]

This course provides enforcement and case development training to State inspectors, case workers, and attorneys; covers intermediate and advanced topics in the PSD and NSR enforcement program areas, and will be brought directly to the states.

■ *Contact: Linda Lay, 202-564-8577, E-mail: lay.linda@epa.gov*

AIRS Input and Reporting Training [AIR203] This 3-day course trains federal, state, local and tribal inspectors and technical staff how to input data into the Aerometric Information Retrieval System (AIRS) and how to run basic reports.

■ *Contact: Mark Antell, 202-564-5003, E-mail: antell.mark@epa.gov*

SOCMI Wastewater Training [AIR204] This 2-day course covers rules under the Clean Air Act which relate to the control of emissions from wastewater sources in the synthetic organic chemical industry (SOCMI). Students will focus on determining the affected facilities, modifications or reconstructions, affected emission points, as well as differences in controlling emissions from wastewater versus process vents or equipment leaks. Both classroom and on-site teaching methods are used. This course complements AIR 205, HON Inspection Training.

■ *Contact: Marcia Mia, 202-564-7042, E-mail: mia.marcia@epa.gov*

▼ *Conditions/Restrictions: Student should be familiar with wastewater regulations*

HON Inspector Training [AIR205] This 2-day training course, designed for state and EPA inspectors, teaches correct inspection techniques and strategies as well as regulatory requirements through a mix of case study, in-house training and on-site inspections. The course covers all regulatory requirements of the rule, except wastewater, which is taught in AIR 204 - SOCMI Wastewater Training. This course is recommended for students with a working knowledge of the HON regulation; however, no previous inspection experience is required. Permit writers will also find the course useful.

■ *Contact: Marcia Mia, 202-564-7042, E-mail: mia.marcia@epa.gov*

▼ *Conditions/Restrictions: Student should be familiar with HON regulation*



Air Practitioners Enforcement Workshop for U.S. EPA Regions

[AIR211] This 2-day course provides enforcement and case development training to EPA regional inspectors, case workers, and attorneys; covers intermediate and advanced topics in the PSD and NSR enforcement program areas. This course concentrates on how to investigate and prepare a PSD/NSR Case.

■ *Contact: Gregory Jaffe, 202-564-1309, E-mail: jaffe.gregory@epa.gov*

▼ *Conditions/Restrictions: Attendance limited to EPA Regional personnel*

AIRS Facility Subsystem (AFS) Retrievals Using IDEA WIN [AIR213]

This 1-day course teaches about extraction and interpretation of AIRS Facility Subsystem (AFS) data as well as associated data from other media point source databases. It is intended to provide a basic structural understanding of compliance and enforcement information and activity stored in AFS, and a working knowledge of how to easily procure the data using IDEA for Windows.

■ *Contact: Mark Antell, 202-564-5003, E-mail: antell.mark@epa.gov*

ACTS / NARS Training [AIR223] This 2-day course trains federal, state, local and tribal inspectors and technical personnel to input data into the Asbestos Contractor Tracking System (ACTS) / National Asbestos Registry System (NARS) and run basic reports.

■ *Contact: Mark Antell, 202-564-5003, E-mail: antell.mark@epa.gov*

AIRS Input and Reporting Refresher [AIR303] This half-day course refreshes federal, state, local and tribal inspectors and technical staff on how to input data into the Aerometric Information Retrieval System (AIRS) and how to run basic reports.

■ *Contact: Mark Antell, 202-564-5003, E-mail: antell.mark@epa.gov*

▼ *Conditions/Restrictions: completion of AIR 203 or equivalent*

CASE SUPPORT TRAINING

Basic ABEL Training [CST101] This half-day course is on ABEL, a user-friendly computer model which evaluates ability to pay claims from corporations and partnerships. ABEL is keyed to corporate and partnership income tax returns and can be used to evaluate non-environmental cases.

■ *Contact: Jonathan Libber, 202-564-6102, E-mail: libber.jonathan@epa.gov*

Alternative Dispute Resolution Training - Basic [CST102] This 2-day course trains federal and state enforcement staff on the fundamentals of Alternative Dispute Resolution and how it applies to Superfund situations.

■ *Contact: Lee Scharf, 202-564-5143, E-mail: scharf.lee@epa.gov*



Basic BEN Training [CST103] This half-day course trains enforcement staff to calculate the economic benefit of non-compliance.

■ *Contact: Jonathan Libber, 202-564-6102, E-mail: libber.jonathan@epa.gov*

Animal Feedlot Inspector Training [CST104] This course will provide guidance to EPA and state compliance/enforcement personnel with environmental regulations effecting CAFOs, how to conduct inspections of these operations to determine compliance, and health and safety issues. Includes a field component.

■ *Contact: Al Havinga, 202-564-4147, E-mail: havinga.al@epa.gov*

▼ *Conditions/Restrictions: Attendance by state and tribal nominations only. EPA regional staff may attend.*

Training for Regional Hearing Clerks [CST105] This annual course is designed to identify and answer key areas of administrative practice that impact the successful job performance of Regional Hearing Clerks.

■ *Contact: Alice Mims, 202-564-6069, E-mail: mims.alice@epa.gov*

Forensics in Environmental Science and Technical Applications

[CST107] The purpose of this course is to provide EPA and state regional technical people a wide range of exposure to forensic topics of interest. Specifically what tools are available and how do some of these techniques work. The course will focus on concepts and applications, how and why they work, through case studies.

■ *Contact: Gilberto Alvarez, 312-886-6143, E-mail: alvarez.gilberto@epa.gov*

Basic Inspector Course: Classroom [CST109] This 4-day introductory course is designed for new federal, state, local and tribal environmental inspectors, and meets the training requirement under EPA Order 3500.1. The course provides an overview of all aspects of inspection preparation, conduct, and follow-up. The course also introduces various federal environmental laws and regulations. Course can be delivered domestically and internationally.

■ *Contact: Colleen Bisgard, 303-236-6770, E-mail: bisgard.colleen@epa.gov*

Putting It All Together - The Case Development Process [CST110]

This two-day course provides a generic overview of the case development process. The target audience includes enforcement personnel with less than 3 years of enforcement experience who are responsible for developing, litigating, supervising, and/or ensuring the quality as well as integrity of enforcement cases.

■ *Contact: Kenda Layne, 202-564-6063, E-mail: layne.kenda@epa.gov*



Basic INDIPAY Training [CST114] This half-day course teaches students how to assess the validity of inability to pay claims from individual defendants. (ABEL only works for corporations and partnerships.)

■ *Contact: Jonathan Libber, 202-564-6102, E-mail: libber.jonathan@epa.gov*

Basic MUNIPAY Training [CST115] This half-day course teaches students how to assess the validity of inability to pay claims from municipal and county defendants. It can also be applied to claims from independent and publicly-owned utilities (e.g. regional wastewater treatment plants).

■ *Contact: Jonathan Libber, 202-564-6102, E-mail: libber.jonathan@epa.gov*

Basic PROJECT Training (SEP Analysis) [CST116] This 2-hour course trains enforcement personnel to use the PROJECT computer model to calculate the net-present, after-tax value of Supplemental Environmental Projects.

■ *Contact: Jonathan Libber, 202-564-6102, E-mail: libber.jonathan@epa.gov*

Environmental Investigation Analysis [CST117] This 5-day course is designed to sharpen the analytical skills of investigators, special agents, and analysts who investigate and prosecute civil and criminal violations of environmental and natural resources laws.

■ *Contact: Colleen Bisgard, 303-236-6770, E-mail: bisgard.colleen@epa.gov*

Financial Analysis, Financial Information and Ability-to-Pay: An Overview [CST118] This 2-day course teaches the basic steps in making ability-to-pay (ATP) determinations. The course identifies general steps in conducting ATP analysis, different methods used in obtaining documentation, and various sources from which this documentation may be obtained. A case example gives students the opportunity to practice what they have learned.

■ *Contact: Charlotte Resseguie, 303-236-6294, E-mail: resseguie.charlotte@epa.gov*

IDEAWin for the New User [CST121] This hands-on course trains users on the Integrated Data for Enforcement Analysis for Windows (IDEAWin) system. IDEAWin is an ease-of-use Windows application which provides transparent access to the IDEA system which resides on the Agency's main-frame computer. Students learn how to conduct auto-queries which are real-time retrievals of facility data using predefined search criteria including: facility name, location, pollutant, industry sector, noncompliance, enforcement history, inspections, or facility status.

■ *Contact: Patricia Straw, 202-564-2513, E-mail: straw.patricia@epa.gov*



Calculating, Pleading, Negotiating and Litigating Penalties Under

CWA [CST122] This two-day course is designed to identify strategies to promote a consistent method of deriving Clean Water Act (CWA) administrative penalties.

■ *Contact: Michael J. Walker, 202-564-2624, E-mail: walker.mike@epa.gov*

Intermediate Ability to Pay Course (Beyond ABEL) [CST201]

This course teaches enforcement professionals simple financial analysis techniques to be used after the ABEL model gives a negative or indefinite answer. ABEL is a program designed to assess claims of inability to afford compliance costs, clean-up costs or civil penalties from corporations and partnerships.

■ *Contact: Jonathan Libber, 202-564-6102, E-mail: libber.jonathan@epa.gov*

▼ *Conditions/Restrictions: Student should be familiar with ABEL*

Financial Analysts Workshop [CST203] This 3-day course familiarizes financial analysts with the latest developments in dealing with financial issues that impact litigation.

■ *Contact: Contact: Jonathan Libber, 202-564-6102, E-mail: libber.jonathan@epa.gov*

▼ *Conditions/Restrictions: Attendance limited to staff who assist other enforcement personnel with these issues.*

Skills Development in the Negotiation of RCRA/CERCLA Disputes

[CST206] This course presents background information on the importance of negotiating RCRA/CERCLA disputes and allows participants to actually practice negotiating through a case study exercise. This course is intended for all staff who become involved in negotiations, including Remedial Project Managers (RPMs), On-Scene Coordinators (OSCs), and attorneys, and can be taken to meet the negotiation skills training requirements of Executive Order 3500.1.

■ *Contact: Monica Gardner, 202-564-6053, E-mail: gardner.monica@epa.gov*

Administrative Hearings and Trials Training [CST207]

This 1-day course is designed for EPA headquarters, regional, and state attorneys who are preparing materials for and presenting information at an administrative hearing or trial. Topics include the constitutional and legal background of administrative hearings, the basic steps common to all administrative hearings, prehearing work, witness and attorney preparation tips, and the appellate process.

■ *Contact: Alice Mims, 202-564-6069, E-mail: mims.alice@epa.gov*



Enforcement Teamwork: Regulations to Resolutions [CST208] This week-long course provides an overview of the basic procedures and issues surrounding all aspects of the enforcement program, focusing upon teamwork, case development, field work and case resolutions. The course will refine the understanding and coordination skills of students and will support many existing courses by borrowing a small piece of each and thereby building a vision for how the various components of enforcement work together.

■ *Contact: Alice Mims, 202-564-6069, E-mail: mims.alice@epa.gov*

▼ *Conditions/Restrictions: Students should have at least six months experience, but not more than three years experience in an enforcement program.*

IDEAWin Advanced Features and Techniques [CST221] This 1-day course trains users on IDEAWin system for case screening and multi-media enforcement targeting. By using the Expert Query option, users construct complex multi-media targeting queries and develop output using the User-Specified Reporting (USR) keywords for designing customized output. Users learn how to export IDEA data to mapping, spreadsheet, and word processing applications.

■ *Contact: Patricia Straw, 202-564-2513, E-mail: straw.patricia@epa.gov*

▼ *Conditions/Restrictions: Prerequisite: IDEAWin for the New User (CST 121)*

Advanced Administrative Practice Institute [CST302] This one-day course provides environmental enforcement attorneys information on the administrative enforcement of environmental laws. Topics covered include recent innovations, such as the Supplemental Environmental Projects, Audit Policies, Paperwork Reduction Act issues and related elements.

■ *Contact: Alice Mims, 202-564-6069, E-mail: mims.alice@epa.gov*

Pleading and Litigating Civil Penalties [CST303] This 4.5 hour course reviews the emerging law, policy and practice of seeking civil administrative penalties in EPA enforcement actions. Using an outstanding compendium of pleadings, model and actual testimony and agency guidance, this course meets the needs of both experienced lawyers and technical professionals responsible for presenting agency penalty demands at trial or the negotiation table.

■ *Contact: Alice Mims, 202-564-6069, E-mail: mims.alice@epa.gov*

▼ *Conditions/Restrictions: Prerequisite: Administrative Hearings & Trials (CST 207)*

Advanced Negotiation Skills Training [CST304] (Formerly CST204) This two-day advanced course is designed to provide participants with an understanding of the more sophisticated processes of negotiations. The course includes a number of exercises, culminating in a complicated, multi-party, multi-issue environmental negotiation. Discussions and workshops will include a review of the framework of negotiations, planning and preparing for negotiations, and individual attitudes and their impact on the negotiation process.

■ *Contact: Nancy McCeney, 202-564-6068, E-mail: mcceney.nancy@epa.gov*



Advanced Course on Economic Benefit of Noncompliance [CST306]

This is an advanced course in economic benefit of noncompliance for federal and state enforcement staff with significant experience using BEN.

■ *Contact: Jonathan Libber, 202-564-6102, E-mail: libber.jonathan@epa.gov*

▼ *Conditions/Restrictions: Student should be familiar with BEN and how it affects negotiation and/or litigation*

SEP Policy Training - Video Format [CST801] This video course trains federal, state and local enforcement staff how to implement the Supplemental Environmental Projects Policy. The materials consist of videotape, participant manual and instructor guide. The course is designed to be led by an instructor who is knowledgeable on the SEP Policy to lead participants through the exercises and to answer specific questions.

■ *Contact: Melissa Raack, 202-564-7039, E-mail: raack.melissa@epa.gov*

Environmental Enforcement Negotiations Skills — The Basics (Video) [CST805] This course trains federal, state, local and tribal enforcement personnel the basic techniques to negotiate settlements in enforcement matters. Course is designed for group setting using a facilitator. Materials include Facilitator's Guide, videotape and group exercises.

■ *Contact: Alice Mims, 202-564-6069, E-mail: mims.alice@epa.gov*

Principles of Chemistry (Internet Course) [CST901] NOTE: This course is delivered via Internet, NOT via CD-ROM. This is a basic course on the Principles of Chemistry. It is designed to provide the non-chemist field inspector with a general understanding of chemistry and the chemical interactions and reactions associated with a multitude of hazardous and industrial materials. The course consists of 37 modules each taking approximately 30 minutes to one hour to complete. Following completion of each module, a test over the materials will be taken. A course evaluation is expected before a completion certificate will be provided. (Following registration and acceptance into this course, NETI will provide the student with user name, password, and course materials.)

■ *Contact: Donald Gipe, 303-236-6770, E-mail: gipe.don@epa.gov*

▼ *Conditions/Restrictions: The student must have access to a Pentium 150 MHz computer running NT 4.0, Windows 95, or Windows 98; 32 megabytes of RAM; 16 bit SVGA board that is MPC Level II compliant and a color SVGA monitor; 16 bit audio card and speaker or headset; quad speed CD ROM drive; and internet connectivity through an internet service provider at 29.8 Kbps or better.*



Basic Inspector Course: CBT [CST909] This computer-based course is designed for new federal, state and local environmental inspectors and meets the requirements of 3500.1. The course provides an overview of all aspects of inspection preparation, conduct, and follow-up. Students will practice basic inspection techniques through computer simulations and they will be provided with reference materials and advice as they proceed through the simulation. Please register with NETI Online to receive a registration key.

■ *Contact: Ellen Epstein, 202-564-6042, E-mail: epstein.ellen@epa.gov*

▼ *Conditions/Restrictions: Windows based multimedia PC (Windows 95 or better), Pentium, 32 Mb RAM. CD-ROM, Soundcard, speakers or headphone. Internet connection recommended but not essential.*

Putting It All Together: The Case Development Process - CBT

[CST910] This computer-based training course provides a generic overview of the case development process. The target audience for this course includes enforcement personnel with less than 3 years enforcement experience who are responsible for developing, litigating, supervising, and ensuring the quality as well as integrity of enforcement cases. This course is also taught as a 2-day classroom course (CST 110).

■ *Contact: Kenda Layne, 202-564-6063, E-mail: layne.kenda@epa.gov*

COMPLIANCE ASSISTANCE TRAINING

Pollution Prevention for Enforcement and Compliance Officers

[CPA103] This 1 or 2-day interactive workshop teaches the fundamental concepts of pollution prevention and assessment techniques, introduces the Supplemental Environmental Projects (SEP) policy and shows how to apply pollution prevention techniques to SEPs, compliance assistance programs and injunctive relief programs.

■ *Contact: Kenda Layne, 202-564-6063, E-mail: layne.kenda@epa.gov*

Self Audit and Inspection Guide for Metal Parts Finishing—CBT

[CPA701] This CD focuses on the conventional and emerging industrial processes that clean, prepare, and apply organic coatings to metal parts. It will assist internal and external auditors in identifying activities and requirements necessary to complete an environmental audit of production processes equipment, and management systems.

■ *Contact: Scott Throwe, 202-564-7013, E-mail: throwe.scott@epa.gov*



CRIMINAL ENFORCEMENT TRAINING

EnviroCrimes: A Clear and Present Hazard—CBT [CRM901] The objective of the course is to increase law enforcement officer's awareness of environmental crimes. Students explore different environmental crimes by investigating video scenarios. The course outlines appropriate responses to environmental crimes.

■ *Contact: Ellen Epstein, 202-564-6042, E-mail: epstein.ellen@epa.gov*

▼ *Conditions/Restrictions: Requirements: 486 PC, 8 MB RAM, 4X CD-ROM, Sound Card, 256 Color Video*

CRIMINAL INVESTIGATOR TRAINING

Criminal Investigator Training Program [CIT101] This 9-week course provides newly hired 1811 series Special Agents the knowledge and skills re-quired to perform the duties of a federal Special Agent/Criminal Investigator.

■ *Contact: Michael Richardson, 912-267-2726, E-mail: richardson.michael@epa.gov*

▼ *Conditions/Restrictions: Attendance limited to EPA employees in 1811 series*

Environmental Investigations - Basic [CIT102] This 7-week course provides the knowledge, skills and abilities that Special Agents require for investigating criminal violations of environmental statutes.

■ *Contact: Barry Starr, 912-261-4107, E-mail: starr.barry@epa.gov*

▼ *Conditions/Restrictions: Attendance limited to EPA employees in 1811 series*

Environmental Crimes Instructor Training Program [CIT111] This 3-day course provides law enforcement academy instructors the knowledge, skills and tools to incorporate a module in both basic and in-service training for the recognition of environmental crimes and proper reporting procedures.

■ *Contact: Barry Starr, 912-261-4107, E-mail: starr.barry@epa.gov*

▼ *Conditions/Restrictions: Attendance limited to state and local law enforcement academy instructors*

Special Agent In-Service Training [CIT201] This 5-day course updates the Criminal Investigations Division's Special Agents on legal, technical and policy issues as applicable to the investigation of criminal violations of environmental laws.

■ *Contact: Patricia Kelsch, 912-261-4109, E-mail: kelsch.patty@epa.gov*

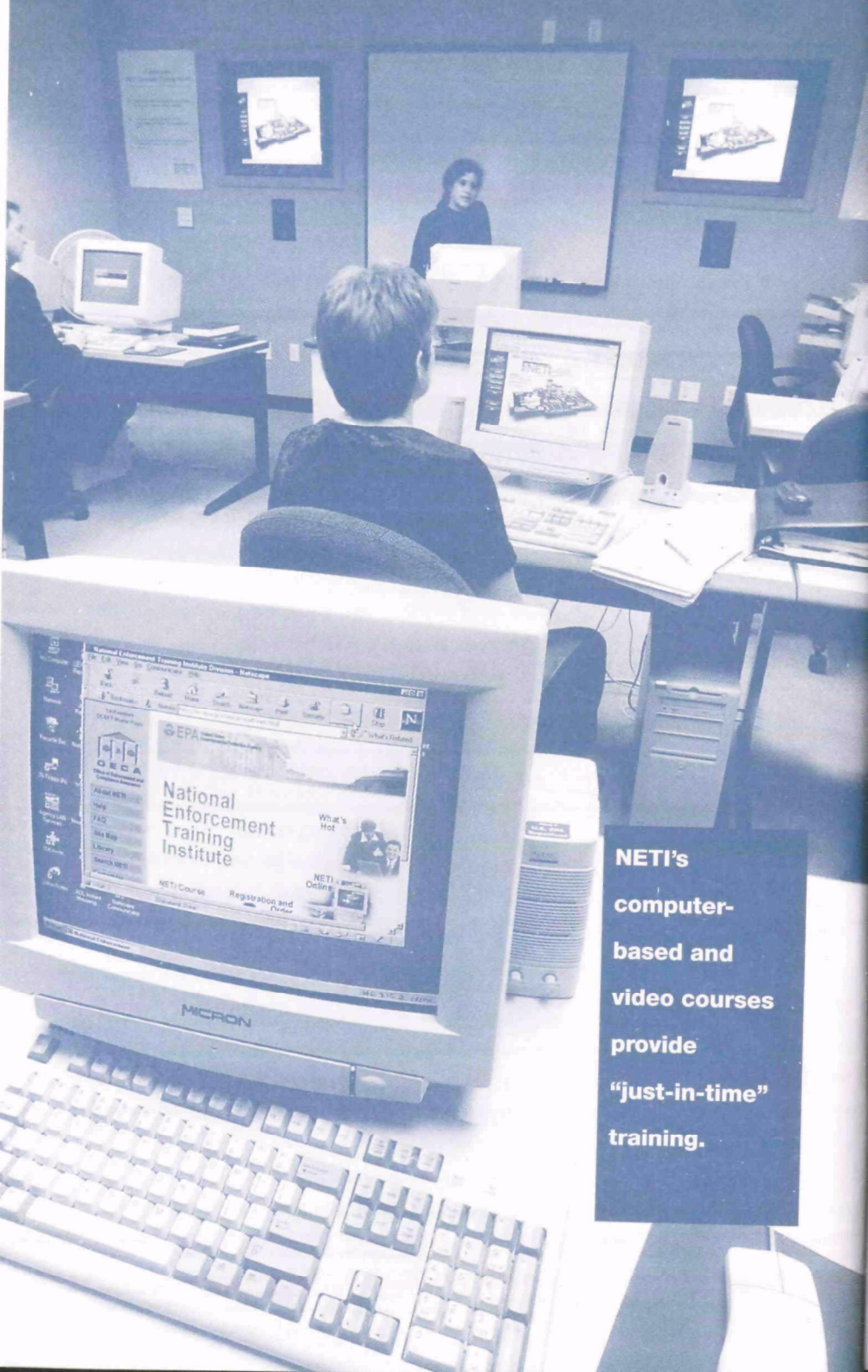
▼ *Conditions/Restrictions: Attendance limited to CID Special Agents*

Technical Personnel Training Program [CIT301] This 5-day course trains federal technical enforcement personnel in the skills and investigative techniques that are used to assist criminal investigators in developing cases.

■ *Contact: Barry Starr, 912-261-4107, E-mail: starr.barry@epa.gov*

▼ *Conditions/Restrictions: Attendance limited to EPA criminal enforcement personnel*





**NETI's
computer-
based and
video courses
provide
"just-in-time"
training.**

Tribal Environmental Investigations Training Program [CIT302] This one-week environmental crimes training is for new recruits and journeyman-level Indian law enforcement personnel. Held at the Indian Police Academy in Artesia, NM.

■ *Contact: Barry Starr, 912-261-4107, E-mail: starr.barry@epa.gov*

Advanced Environmental Crimes Training Program [CIT311] (Formerly CIT211) This 10-day course provides state and local environmental enforcement personnel an understanding of advanced concepts central to the criminal enforcement of environmental statutes.

■ *Contact: Barry Starr, 912-261-4107*

▼ *Conditions/Restrictions: Attendance limited to state and local environmental enforcement personnel*

Advanced Environmental Investigative Operations Training Program [CIT312] (Formerly CIT212) This 7-day course provides advanced training to criminal investigators in investigative operations. Topics include techniques used in undercover investigations, computer evidence recovery and the use of air support for environmental cases.

■ *Contact: Patricia Kelsch, 912-261-4109, E-mail: kelsch.patricia@epa.gov*

▼ *Conditions/Restrictions: Attendance limited to EPA, state, and local criminal investigators*

FEDERAL AGENCY/FACILITY TRAINING

Endangered Species Training [FED101] This course provides information on EPA's responsibilities under the Endangered Species Act (ESA). Provides information to conserve endangered species and the consultation process.

■ *Contact: James Serfis, 202-564-7161, E-mail: serfis.jim@epa.gov*

NEPA / 309 Review [FED103] This 3-day course for federal environmental employees provides information and skills necessary to prepare and review environmental assessments and environmental impact statements as mandated by the National Environmental Policy Act (NEPA) and EPA's review and comment mandate under Section 309 of the Clean Air Act.

■ *Contact: Katie Biggs, 202-564-7144, E-mail: biggs.katherine@epa.gov*

Cross-Cutting Training [FED108] This 1-day course for federal environmental personnel provides an overview of requirements of the cross-cutting environmental statutes and Executive Orders including ESA, NHPA, NEPA, wetlands and floodplains.

■ *Contact: Katie Biggs, 202-564-7144, E-mail: biggs.katherine@epa.gov*



FIFRA TRAINING

Case Development Training for FIFRA/TSCA/EPCRA [FIF104] This 2-day course trains federal and state enforcement personnel in the basic processes and legal requirements involved in developing and successfully concluding a civil administrative case issued pursuant to FIFRA, TSCA, and EPCRA.

■ *Contact: Mary McDonnell, 202-564-4173, E-mail: mcdonnell.mary@epa.gov*

INFORMATION MANAGEMENT TRAINING

DOCKET Data Entry and Retrieval [IMS104] This 5-day course trains system users how to operate and maintain the Enforcement DOCKET system for their EPA region.

■ *Contact: Merle Miller, 202-564-4114, E-mail: miller.merle@epa.gov*

▼ *Conditions/Restrictions: Attendance limited to EPA regional employees*

INTERNATIONAL TRAINING

Hazardous Waste Compliance Monitoring for Customs and Environmental Inspectors [INT101] This 1-day course trains Customs and environmental officials in monitoring transboundary shipment compliance and encourages binational interagency cooperation. Also available for domestic delivery. Course materials are available by calling the Course Contact.

■ *Contact: Tim Whitehouse, 202-564-2315, E-mail: whitehouse.tim@epa.gov*

▼ *Conditions/Restrictions: Requests for this course should meet course criteria; outside funding required.*

Principles of Environmental Compliance and Enforcement [INT102]

This 3-day interactive facilitated course for government officials and representatives from academic, industrial, environmental and other non-government organizations provides fundamental principles for designing and implementing effective compliance strategies and enforcement in a variety of governments and cultures. Also available for domestic delivery.

■ *Contact: Beverly Updike, 202-564-7142, E-mail: updike.beverly@epa.gov*

▼ *Conditions/Restrictions: Requests for this course should meet course criteria; outside funding required.*



Field Investigations Sampling and Laboratory Analysis for Mexican Inspectors [INT103] This course trains investigators, inspectors and other enforcement professionals in advanced inspection techniques. Also available for domestic delivery.

■ *Contact: Beverly Updike, 202-564-7142, E-mail: updike.beverly@epa.gov*

▼ *Conditions/Restrictions: Requests for this course should meet course criteria; outside funding required.*

Conducting Multi-media Inspections [INT104] This 5-day course trains new inspectors from other countries to perform multimedia compliance inspections, and includes a field trip to an industrial plant.

■ *Contact: Beverly Updike, 202-564-7142, E-mail: updike.beverly@epa.gov*

▼ *Conditions/Restrictions: Requests for this course should meet course criteria; outside funding required.*

Principles of Environmental Impact Assessment [INT106] This 3-day course provides a framework for understanding how nations may define and design environmental impact assessment processes which can integrate environmental, economic and social objectives in project and program decision-making. Also available for domestic delivery.

■ *Contact: Cheryl Wasserman, 202-564-7129, E-mail: wasserman.cheryl@epa.gov*

▼ *Conditions/Restrictions: Requests for this course should meet course criteria; outside funding required.*

Principles of Environmental Impact Assessment Review [INT108]

This 4-day course provides government officials responsible for review of EIAs and oversight of the EIA process with an understanding of the role, skills and methods to enable them to effectively use the EIA process in decision-making to avoid, reduce, mitigate, and prevent adverse environmental impacts.

■ *Contact: Cheryl Wasserman, 202-564-7129, E-mail: wasserman.cheryl@epa.gov*

▼ *Conditions/Restrictions: Requests for this course should meet course criteria; outside funding required.*

CFC Border Interdiction—Video [INT801] This video tape trains Customs and environmental personnel in monitoring transboundary compliance with the Montreal Protocol. Video tape available in English or Spanish in two introductory level versions: 24 minutes or 70 minutes.

■ *Contact: Tim Whitehouse, 202-564-2315, E-mail: whitehouse.tim@epa.gov*



MULTI STATUTE TRAINING

Multimedia Inspections [MLS102] This course trains federal, state and local inspectors and investigators in determining total environmental compliance through multimedia approaches. Topics include how to prepare multimedia enforcement actions, investigation techniques, investigation coordinator responsibilities, and legal requirements.

■ *Contact: Colleen Bisgard, 303-236-6770, E-mail: bisgard.colleen@epa.gov*

▼ *Conditions/Restrictions: Student should have program-specific experience*

Introduction to Petroleum Refining Processes [MLS104] This 3-day course provides introductory information to inspectors, attorneys and case workers at all levels of government on operation and purpose of petroleum refining process units.

■ *Contact: Thomas Ripp, 202-564-7003, E-mail: ripp.tom@epa.gov*

Environmental Management Systems and Enforcement [MLS201] This 1.5 day course, designed for environmental regulatory agency inspectors and enforcement personnel, provides information on the definition of an Environmental Management System (EMS), EMS standards and guides, how to conduct EMS evaluations as part of compliance inspections, and how to develop EMS provisions for enforcement settlement agreements based on evaluation findings. Learning is reinforced through group discussions and exercises.

■ *Contact: Steven Sisk, 303-236-6683, E-mail: sisk.steve@epa.gov*

Environmental Statute Review Course - CBT [MLS901] The Environmental Statute Review Computer-Based Training uses text, narration, graphics, animation and video to cover the basic provisions and enforcement authorities of seven environmental statutes (RCRA, CERCLA, CAA, CWA, EPCRA, TSCA, and FIFRA). The course is intended for environmental inspectors who may be familiar with one statute, but need to gain an overall understanding of other statutes.

■ *Contact: Ellen Epstein, 202-564-6042, E-mail: epstein.ellen@epa.gov*

▼ *Conditions/Restrictions: Requirements: 486 PC, 8 MB RAM, 4X CD-ROM, Sound Card, 256 Color video*



RCRA TRAINING

RCRA Inspector Institute - Basic [RCR101] This 4-day course is designed for federal, state and local environmental inspectors in the RCRA program and provides an overview of the key RCRA regulations and the RCRA program. The course provides an overview on the identification of solid and hazardous waste, waste minimization/pollution prevention activities, and the Land Disposal Restrictions program. It also provides an overview of conducting an inspection preparation and the legal issues associated with conducting an inspection. Participants also participate in several practical exercises.

■ *Contact: Virginia Garelick, 202-564-2316, E-mail: garelick.virginia@epa.gov*

▼ *Conditions/Restrictions: Students must have 6-18 mos. experience in the RCRA program*

Corrective Action Workshop on Results-Based Project Management

[RCR102] This 3.5-day course teaches students how to identify and implement remediation flexibility at a facility, using several principles that address creating an effective project team, emphasizing state and stakeholder participation and frequent communication; concise problem definition and identification, including conceptual site models and risk management concepts; early identification of likely response actions; and uncertainty management.

■ *Contact: Monica Gardner, 202-564-6053, E-mail: gardner.monica@epa.gov*

RCRA Refinery Process Based Investigations Course [RCR203] This course focuses on the investigatory principles necessary to conduct inspections of refinery processes. Course topics include: crude refining processes; solid and hazardous wastes generated from crude oil refining process; newly listed petroleum refining wastes; Subpart CC requirements; wastewater treatment processes and residuals; wastewater treatment unit exemption, scope, interpretations, and application; and RCRA National Refinery Strategy and significant issues. Students will also plan and conduct two refinery investigations.

■ *Contact: Sounjay Gairola, 202-564-4003, E-mail: gairola.sounjay@epa.gov*

▼ *Conditions/Restrictions: Participants who participate in the on-site process must bring their EPA/State badges and credentials, have had a 40 hour hazardous waste and emergency response training, and provide their own safety equipment.*



RCRA Enforcement Practitioners Workshop [RCR205] This 3 1/2 day course is designed for civil attorneys, engineers, and technical staff to provide an overview of the key RCRA regulations and the RCRA enforcement program. The course presents techniques and processes necessary for case development, an overview of complex regulations, and creative means to pursue enforcement. Topics include corrective action, RCRA enforcement objectives and the roles of enforcement personnel; the use of civil and criminal enforcement tools; RCRA permitting and its relationship to enforcement; an overview of environmental justice strategies and enforcement projects; and recent initiatives and policies which impact the RCRA enforcement program.

■ *Contact: Virginia Garelick, 202-564-2316, E-mail: garelick.virginia@epa.gov*

▼ *Conditions/Restrictions: Student must have 6 to 18 mos. experience in RCRA program*

Advanced RCRA Inspector Institute [RCR301] (Formerly RCR201) This 4-day course is designed for federal, state and local environmental inspectors to provide enforcement personnel with the opportunity to exchange information and to apply their experiences to new concepts and complex RCRA issues. The design of the course relies heavily upon the experience of the participants and requires a great deal of participation from all of the attendees. Topics covered include: Role of the Inspector, The Definition of Solid Waste, Air Emissions, Case Development, and Combustion.

■ *Contact: Virginia Garelick, 202-564-2316, E-mail: garelick.virginia@epa.gov*

▼ *Conditions/Restrictions: RCR 101 or equivalent years of RCRA experience is a prerequisite*

Comprehensive Ground-Water Monitoring Evaluation (CME) - CBT [RCR901] This interactive computer training product is a guide to planning, conducting, and documenting RCRA CME inspections. The course focuses on ground-water monitoring policy and regulations rather than the technical aspects of ground-water monitoring. Modules include procedures for planning an inspection, reviewing ground-water monitoring documents, conducting site visits and writing CME reports.

■ *Contact: Ellen Epstein, 202-564-6042, E-mail: epstein.ellen@epa.gov*

▼ *Conditions/Restrictions: Requires a multimedia, Windows-based computer*

RCRA Inspector Institute - Basic CBT [RCR902] This CD-ROM & Internet course is designed for federal, state, local, and tribal environmental inspectors in the RCRA program with 6-18 months experience. It provides an overview of the key RCRA regulations and the RCRA program, including the identification of solid and hazardous waste, waste minimization/pollution prevention activities, and the Land Disposal Restrictions program. It also provides an overview of conducting an inspection and the associated legal issues. The student interacts with numerous scenarios simulating realistic cases, and allows students to link to the Internet in order to obtain current information and discuss course topics with other students.

■ *Contact: Jeff Kelly, 202-564-6059, E-mail: kelly.jeff@epa.gov*

▼ *Conditions/Restrictions: Requires a Windows 95 Multimedia PC*



SUPERFUND (CERCLA) TRAINING

New Attorney Orientation Training - Superfund [CER103] This course provides attorneys who are new to Superfund with a thorough understanding of the components of the Superfund program and the role of the Superfund attorney in these cases. The importance of the partnership among members of the case team is stressed throughout the course. The intended audience is all regional attorneys who are new to the program. Attorneys from the Department of Justice, Department of the Interior, Coast Guard and other federal agencies and from states that work closely with Superfund also may attend.

■ *Contact: Monica Gardner, 202-564-6053, E-mail: gardner.monica@epa.gov*

Facilitating Internal Policy Meetings [CER104] This 2-day workshop will teach how to plan and conduct meetings, choose the best format for your meeting, and successfully guide your meeting to closure.

■ *Contact: Lee Scharf, 202-564-5143, E-mail: scharf.lee@epa.gov*

Orphan Share Training [CER107] EPA regional attorneys and technical staff will learn how and when to conduct an orphan share allocation, discuss data needs and negotiation strategies, and participate in an allocation simulation.

■ *Contact: Monica Gardner, 202-564-6053, E-mail: gardner.monica@epa.gov*

Introduction to Superfund Enforcement - CBT [CER901] This computer-based training course is designed to familiarize participants with the objectives of the Superfund enforcement program. It provides an overview of the major components of the Superfund program and the usual sequencing of enforcement activities at remedial sites on the National Priorities List (NPL).

■ *Contact: Ellen Epstein, 202-564-6042, E-mail: epstein.ellen@epa.gov*

▼ *Conditions/Restrictions: Requires a multimedia, Windows-based computer.*

TSCA TRAINING

Lead Based Paint Certification and Accreditation Procedures (TSCA 402/404) [TSC102] This course trains EPA regional lead investigators about the requirements and inspection procedures for implementing the lead-based paint certification regulations promulgated under TSCA 402/404.

■ *Contact: Michelle Angelich, 202-564-7033, E-mail: angelich.michelle@epa.gov*



WATER TRAINING

Permit Compliance Data System (PCS) Basic Training [CWA102] This course trains users in the basics of entering and retrieving data in the Permit Compliance Data System (PCS). Students may be new database users or those desiring a refresher course.

■ *Contact: Joseph Lewis, 202-564-5038, E-mail: lewis.joe@epa.gov*

Sanitary Survey Training for Inspectors of PWS [CWA207] This course trains federal and state inspectors in conducting sanitary surveys (on-site review of water source, facilities, operation, maintenance, and monitoring compliance) of public water systems (PWS).

■ *Contact: Kenneth Harmon, 202-564-7049, E-mail: harmon.kenneth@epa.gov*

▼ *Conditions/Restrictions: Attendance is by state nomination only*

UIC Inspector Training [CWA208] This 3.5 day course trains federal and state inspectors to conduct inspections in the Underground Injection Control Program.

■ *Contact: Donald Olson, 202-564-5558, E-mail: olson.don@epa.gov*

Advanced CAFO Permit Writer/Inspector Training [CWA302] (Formerly CWA202) This advanced course, for EPA/State permit writers and inspectors, is currently under development. When completed, this course will provide students with the fundamental nutrient management concepts (NMP) consistent with current USDA and EPA guidance. Permit writers will learn how to evaluate the adequacy of a NMP prepared as part of a NPDES permit application, and inspectors will learn how to determine whether a plan complies with its NMP. Two pilot training classes are planned for August/September 2001.

■ *Contact: Al Havinga, 202-564-4147, E-mail: havinga.al@epa.gov*

EDI DMR Implementation for EDI Coordinators [CWA303] This course trains regional coordinators to oversee the implementation of the Electronic Data Interchange (EDI) for Discharge Monitoring Reports (DMRs) process under the Clean Water Act.

■ *Contact: Lisa Raymer, 202-564-7059, E-mail: raymer.lisa@epa.gov*

PCS Advanced Generalized Retrieval [CWA304] This 2-day course trains federal, state and local technical personnel how to generate all standard and ad-hoc reports from PCS, including management and statistical reports that show trends.

■ *Contact: Joseph Lewis, 202-564-5038, E-mail: lewis.joe@epa.gov*



PCS QNCR Training [CWA305] This 2-day course trains federal, state and local technical personnel to correct data and produce the Quarterly Non-Compliance Report (QNCR) from PCS.

■ *Contact: Joseph Lewis, 202-564-5038, E-mail: lewis.joe@epa.gov*

NPDES Inspector Training Video: Conducting a Performance Audit Inspection of a Laboratory—Video [CWA805] This 25-minute video for federal and primacy state inspectors shows procedures for conducting a Performance Audit Inspection of a laboratory which performs toxicity testing.

■ *Contact: Peter Bahor, 202-564-7029, E-mail: bahor.peter@epa.gov*

Wastewater Sampling at Wastewater Treatment Plants—CBT [CWA901] This computer-based training course is designed for state and federal compliance inspectors and teaches proper wastewater sampling techniques. Includes modules on pre-inspection preparation and sampling procedures.

■ *Contact: Jerry Oakley, 202-564-2082, E-mail: oakley.jerry@epa.gov*

▼ *Conditions/Restrictions: Requires multimedia, Windows-based computer*

UIC Well Inspection Training [CWA902] This web based training course will provide UIC inspectors with training on injection well classification, mechanical integrity testing, and well plugging and abandonment. The course will be available on NETI Online in the spring of 2001.

■ *Contact: Kelli Smith, 202-564-2257, E-mail: smith.kelli@epa.gov*

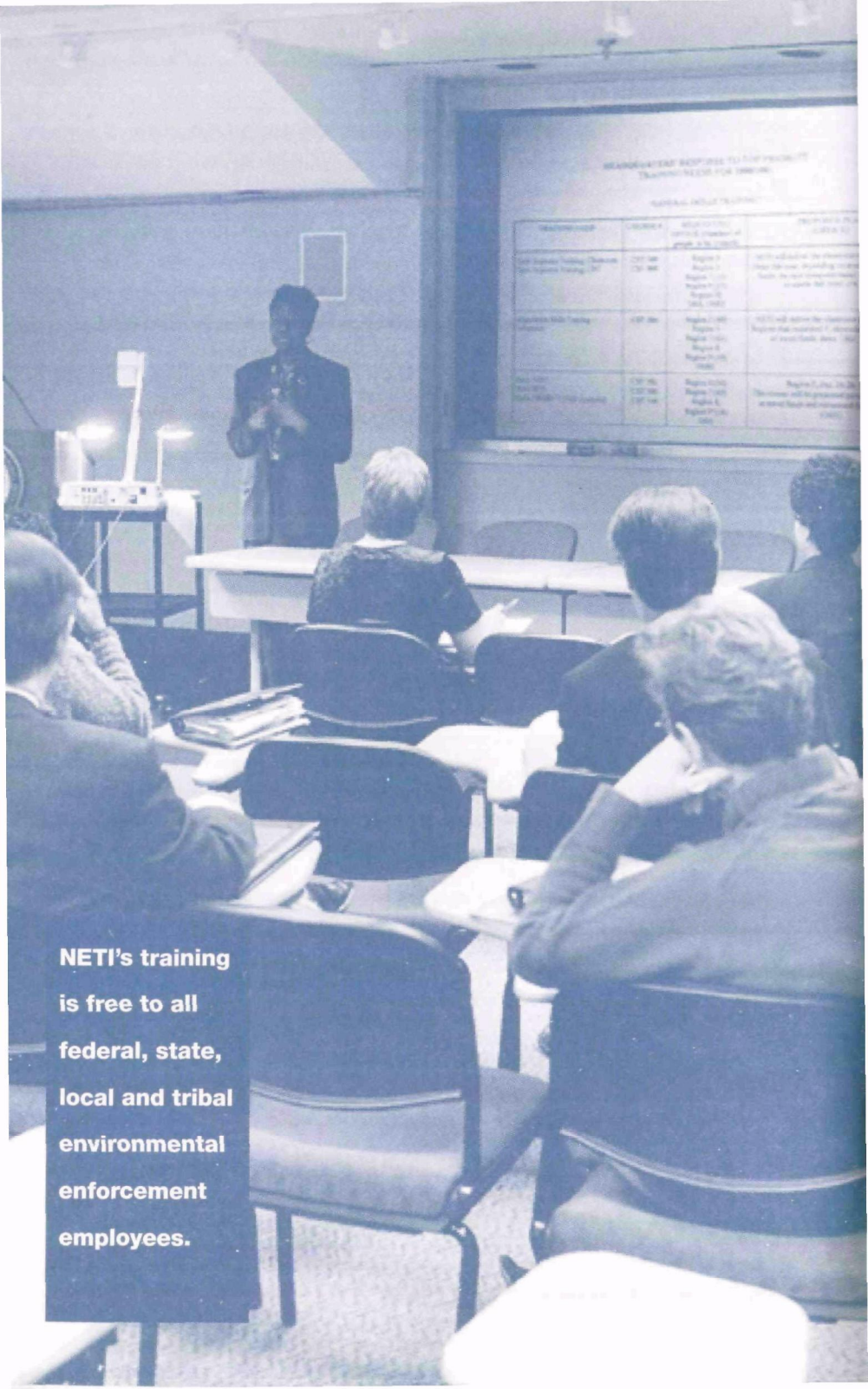
MMS-NPDES Inspections at Offshore Oil and Gas Platforms

[CWA903] A web-based training course on how to fill out the checklist for NPDES inspections at offshore oil and gas platforms. The course includes a short background module on the Clean Water Act as it applies to offshore oil and gas platforms. The contents of the inspection checklist and the factors that should be considered when filling it out are covered in detail.

■ *Contact: Dan Chadwick, 202-564-7054, E-mail: chadwick.dan@epa.gov*

▼ *Conditions/Restrictions: Web version of the course requires Internet Explorer version 4.0.*





**NETI's training
is free to all
federal, state,
local and tribal
environmental
enforcement
employees.**

PARTNERSHIP TRAINING

NETI and the Office of Enforcement and Compliance Assurance work with other environmental partners to deliver enforcement training. Please call the contact listed for registration information, delivery dates and locations.

LEGEND

MEEA—Midwest Environmental Enforcement Association

NEEP—Northeast Environmental Enforcement Project

PIRT—US EPA's Pesticides Inspector Residential Training Courses

PREP—US EPA's Pesticide Regulatory Education Program

SEEN—Southern Environmental Enforcement Network

WSP—Western States Project

CERCLA Education Center — Fundamentals of Superfund [CER101]

This overview course covers the basics of the Superfund program, including early actions, long-term actions and enforcement. It is a prerequisite for all the other courses within the CERCLA Education Center (CEC). This course is highly recommended for new Site Assessment Managers who will have removal or remedial responsibilities. TO REGISTER FOR THIS COURSE, CALL 301-589-5318.

■ *Contact: Monica Gardner, 202-564-6053, E-mail: gardner.monica@epa.gov*

▼ *Conditions/Restrictions: Mandatory for new Remedial Project Managers and On-Scene Coordinators (EPA Order 3500.1).*

CERCLA Education Center — The Enforcement Process [CER102]

This course covers the enforcement aspects of the Superfund program in much greater detail than the Fundamentals course. Topics covered include: administrative law, judicial law, Potentially Responsible Party (PRP) search and cost recovery. This course is mandatory for new Remedial Project Managers (RPMs) to meet their Executive Order 3500.1 Inspector Training Requirements. TO REGISTER FOR THIS COURSE, CALL 301-589-5318.

■ *Contact: Robert Lindsey, 202-564-6078*

▼ *Conditions/Restrictions: Prerequisite: CER 101; Mandatory for new Remedial Project Managers and On-Scene Coordinators (EPA Order 3500.1).*

Environmental Prosecutors Course (NEEP) [CRM102] This two-day course is targeted to state and local prosecutors. The highly interactive format is designed to prepare attendees for trial through the review of techniques, strategies, and trial examples.

■ *Contact: Connie Morder-Gillis, 609-292-0987*

▼ *Conditions/Restrictions: Attendance limited to state/local enforcement personnel*



Interview and Interrogation Training (NEEP) [CRM103] This 3-day course trains criminal investigators and regulatory personnel in the methods and techniques of conducting various types of interviews, interpreting body language and its importance in communication, improving personal communication skills, and enhancing the ability to determine when an interview changes to an interrogation in civil and criminal investigations.

■ *Contact: Connie Morder-Gillis, 609-292-0987*

▼ *Conditions/Restrictions: Attendance limited to state/local enforcement personnel*

Basic Criminal Environmental Investigations (MEEA) [CRM105] This 5-day course leads investigators and environmental inspectors through a criminal environmental investigation. Topics include environmental legislation, evidence collection, criminal procedure, interviewing, and safety issues. The course emphasizes the team approach to criminal environmental investigations and includes a practical exercise.

■ *Contact: Gregory Spalding, 847-742-1249, E-mail: MEEAGreg@aol.com*

▼ *Conditions/Restrictions: Attendance limited to state/local enforcement personnel*

Basic Environmental Crimes Investigation Training (NEEP)

[CRM106] This 4-day course is designed to cross-train environmental regulators and criminal investigators in the methods and techniques of investigating environmental crimes. The course offers joint presentations on topics of benefit to both disciplines but also includes breakout sessions for specific investigator or regulator topics. The course emphasizes the team approach to environmental crime enforcement.

■ *Contact: Connie Morder-Gillis, 609-292-0987*

▼ *Conditions/Restrictions: Attendance limited to state/local enforcement personnel*

Introduction to Environmental Criminal Investigations (WSP)

[CRM108] This 3-day course is designed to cross-train environmental regulators and criminal investigators in the methods and the techniques of investigating environmental crimes. The course offers joint presentations on topics of benefit to both disciplines but also includes breakout sessions for specific investigator or regulator topics. The course emphasizes the team approach to environmental crime enforcement.

■ *Contact: Andrea Frausto, 602-542-8511*

▼ *Conditions/Restrictions: Attendance limited to state/local enforcement personnel*



Basic Environmental Investigations Training (SEEN) [CRM113] This 4-day course is designed to cross-train environmental regulators and criminal investigators in the methods and techniques of investigating environmental crimes. The course offers joint presentations on topics of benefit to both disciplines but also includes breakout sessions for specific investigator or regulator topics. The course emphasizes the team approach to environmental crime enforcement.

■ *Contact: Clifton Jones, 334-242-7399 cjones@ago.state.al.us*

▼ *Conditions/Restrictions: Attendance limited to state/local enforcement personnel*

Environmental Crimes Awareness for Local Law Enforcement (MEEA) [CRM114] This 1-day seminar is designed to train the local police officer in recognizing the hazards and threats of environmental crimes and how to secure crime scenes in regards to the Resource Conservation and Recovery Act, the Clean Air Act and the Clean Water Act using a variety of case examples typically found in the field.

■ *Contact: Gregory Spalding, 847-742-1249, E-mail: MEEAGreg@aol.com*

▼ *Conditions/Restrictions: Attendance limited to state/local enforcement personnel*

Introduction to Clandestine Drug Laboratory Enforcement (MEEA) [CRM115] This 1-day course will assist state and local agencies in recognizing the health and environmental risks and dangers associated with clandestine drug labs and the importance of a multi-agency approach to the problems posed by these labs.

■ *Contact: Gregory Spalding, 847-742-1249, E-mail: MEEAGreg@aol.com*

▼ *Conditions/Restrictions: Attendance limited to state/local enforcement personnel*

Interviewing and Interrogation Techniques (MEEA) [CRM201] This 3-day course trains criminal investigators and regulatory inspectors in the methods and techniques of conducting witness and suspect interviews, the interpretation of body language, how to improve personal communications skills, and when and how to change an interview into an interrogation.

■ *Contact: Gregory Spalding, 847-742-1249, E-mail: MEEAGreg@aol.com*

▼ *Conditions/Restrictions: Attendance limited to state/local enforcement personnel.*



Introduction to Environmental Enforcement (WSP) [CRM205] (Formerly CRM305) This course consists of two sessions provided in a parallel session format. One session trains regulatory personnel in enforcement techniques and the legal aspects surrounding environmental cases, while the other trains public sector environmental attorneys in scientific and technical disciplines associated with environmental cases. This course emphasizes administrative and civil enforcement methods and includes sessions on negotiations, pollution prevention in SEPs, bankruptcy, and other topics of current interest in civil enforcement.

■ *Contact: Andrea Frausto, 602-542-8511*

▼ *Conditions/Restrictions: Attendance limited to state/local enforcement personnel*

Advanced Interviewing and Interrogation Workshop (MEEA) [CRM301]

This 2-day workshop is designed to present new techniques to enhance the interrogator's ability to obtain a legally acceptable confession. These techniques will give the interrogator the ability to tailor the interrogation to the suspect.

■ *Contact: Gregory Spalding, 847-742-1249, E-mail: MEEAGreg@aol.com*

▼ *Conditions/Restrictions: Attendance limited to state/local enforcement personnel.*

Prosecuting Environmental Crimes (SEEN) [CRM303] This 3-day course is designed as a practical nuts and bolts introduction to environmental prosecutions for state and local prosecutors. Topics include a review of the criminal provisions of environmental statutes, drafting the accusatory instrument, voir dire, opening statements, pretrial motions, evidentiary issues of sampling, the direct case, defense strategies, and jury charges.

■ *Contact: Clifton Jones, 334-242-7399 cjones@ago.state.al.us*

▼ *Conditions/Restrictions: Attendance is limited to state/local enforcement personnel*

Introduction to Environmental Crimes Prosecution (WSP) [CRM304]

This course instructs criminal attorneys in methodologies of prosecuting complex environmental crimes cases.

■ *Contact: Andrea Frausto, 602-542-8511*

▼ *Conditions/Restrictions: Attendance is limited to state/local enforcement personnel*

Interviewing Techniques for Regulators (MEEA) [CST111] This 1-day course for environmental regulators provides methods and techniques for conducting witness and suspect interviews, discusses the interpretation of body language and helps to improve personal communication.

■ *Contact: Gregory Spalding, 847-742-1249, E-mail: MEEAGreg@aol.com*

▼ *Conditions/Restrictions: Attendance is limited to state/local enforcement personnel*



Negotiations Skills Training (NEEP) [CST112] This 2-day course for civil attorneys, inspectors, engineers, and technical staff presents an overview of the negotiation process with an emphasis on conducting effective negotiations in accord with State Protocol. Topics include basic principles of negotiation, preparing the negotiation strategy, and negotiation styles. Participants prepare and participate in several practical exercises.

■ *Contact: Connie Morder-Gillis, 609-292-0987*

▼ *Conditions/Restrictions: Attendance is limited to state/local enforcement personnel*

Negotiations Skills Training (SEEN) [CST113] This 2-day course for civil attorneys, inspectors, engineers, and technical staff presents an overview of the negotiation process with an emphasis on conducting effective negotiations in accord with State Protocol. Topics include basic principles of negotiation, preparing the negotiation strategy, and negotiation styles. Participants prepare and participate in several practical exercises.

■ *Contact: Clifton Jones, 334-242-7399 cjones@ago.state.al.us*

▼ *Conditions/Restrictions: Attendance is limited to state/local enforcement personnel*

Field Investigators Course (NEEP) [CST209] This 3-day course is designed for experienced investigators and regulatory personnel. Through practical exercises, the participants work in multi-disciplinary teams to investigate and develop cases around seven scenarios involving environmental crimes.

■ *Contact: Connie Morder-Gillis, 609-292-0987*

▼ *Conditions/Restrictions: Attendance limited to state/local enforcement personnel*

Prosecuting Environmental Crime (MEEA) [CST211] This training is designed for local prosecutors, and the regulators and investigators with whom they will work. Students will discuss and practice the necessary skills to successfully begin or expand enforcement of environmental law and regulations within their jurisdiction.

■ *Contact: Gregory Spalding, 847-742-1249, E-mail: MEEAGreg@aol.com*

▼ *Conditions/Restrictions: Attendance limited to state/local enforcement personnel*

FIFRA Inspector Training for Regions [FIF107] This course provides basic FIFRA training to regional staff.

■ *Contact: Phyllis Flaherty, 202-564-2355*

PREP: Registration and Reregistration [FIF108] This pilot course will examine the national program for registration of pesticides. The pilot will investigate relationships between EPA and State registration programs. The impact of FQPA on these programs will be explored.

■ *Contact: John Neylan, 202-564-5033 neylan.john@epa.gov*

▼ *Conditions/Restrictions: Attendance is by state nomination only.*



PREP: Agriculture Integrated Pest Management (IPM) [FIF109] This pilot course will examine national and state IPM programs, including the impact on the reduction of pesticide usage and other impacts on agricultural practices.

■ *Contact: John Neylan, 202-564-5033 neylan.john@epa.gov*

▼ *Conditions/Restrictions: Attendance is by state nomination only.*

PREP: Compliance Management Part II/III [FIF201] This advanced course enhances state and tribal capacity to manage comprehensive compliance/enforcement programs.

■ *Contact: Phyllis Flaherty, 202—564-2355*

▼ *Conditions/Restrictions: Attendance is by state nomination only*

PREP: Comprehensive Pesticide Education [FIF202] This course builds relationships between EPA and states which provide training to the regulated community on pesticide regulations.

■ *Contact: Phyllis Flaherty, 202—564-2355*

▼ *Conditions/Restrictions: Attendance is by state nomination only*

Pesticide Product Enforcement Course [FIF204] This course trains federal, state and tribal inspectors and enforcement personnel to perform product related inspections.

■ *Contact: Amar Singh, 202-564-4161*

▼ *Conditions/Restrictions: Attendance is by state and tribal nomination only*

PREP: Pesticides and Water Quality [FIF301] This course is designed for state and tribal managers of pesticide programs, provides information on groundwater quality issues, and the development, implementation, compliance/enforcement of state plans to protect groundwater, incorporating a pesticides focus.

■ *Contact: Jack Neylan, 202-564-5033, E-Mail: neylan.john@epa.gov*

▼ *Conditions/Restrictions: Attendance is by state nomination only*

Multimedia Training for Regulators (MEEA) [MLS103] This 3-day course, for RCRA, Air and Water regulatory personnel, includes practical exercises in multimedia inspection methods. A sampling demonstration will be held as well as an on-site mock inspection of an operating electroplating facility.

■ *Contact: James Triner, 847-742-1249*

▼ *Conditions/Restrictions: Attendance limited to state/local enforcement personnel*

Advanced Multimedia Course for Regulators (NEEP) [MLS302]
(Formerly MLS202) This 3-day course, for RCRA, Air and Water regulatory personnel, includes practical exercises in multimedia inspection methods. A sampling demonstration will be held as well as an on-site mock inspection of an operating electroplating facility.

■ *Contact: Connie Morder-Gillis, 609-292-0987*

▼ *Conditions/Restrictions: Attendance limited to state/local enforcement personnel*



Appendix A

DISTANCE LEARNING PRODUCTS

NETI offers several non-classroom-based products designed to meet your “just-in-time” training needs. Please refer to the Catalog Description section for more information about a particular course, including any equipment requirements.

To order these products, go to www.epa.gov/oeca/neti and order using our on-line registration form, or fax a paper registration form to NETI at 202-564-0075.

VIDEOS

SEP Policy Training - Video Format [CST801]

Environmental Enforcement Negotiations Skills — The Basics (Video) [CST805]

NPDES Inspector Training Video: Conducting a Performance Audit Inspection of a Laboratory [CWA805]

CFC Border Interdiction [INT801]

Conducting A Performance Audit Inspection Of A Laboratory Performing Toxicity Testing [RCR801]

COMPUTER-BASED TRAINING

Introduction to Superfund Enforcement—CBT [CER901] - CD-ROM

Self-Audit and Inspection Guide for Metal Parts Finishing—CBT [CPA701] - CD-ROM

EnviroCrimes: A Clear and Present Hazard [CRM901] - CD-ROM

Principles of Chemistry (Internet Course) [CST901] - Web

Basic Inspector Course: CBT [CST909] - CD-ROM/Web

Putting It All Together: The Case Development Process—CBT [CST910] - CD-ROM

Wastewater Sampling at Wastewater Treatment Plants [CWA901] - CD-ROM

UIC Well Inspection Training [CWA902] Web

MMS-NPDES Inspections at Offshore Oil and Gas Platforms [CWA903] Web

Environmental Statute Review Course—CBT [MLS901] - CD-ROM

Comprehensive Ground-Water Monitoring Evaluation (CME)—CBT [RCR901] - CD-ROM

RCRA Inspector Institute—Basic CBT [RCR902] - CD-ROM



Appendix B

ENVIRONMENTAL ENFORCEMENT CURRICULUM

NETI has developed curricula for five major categories of environmental enforcement professionals—attorneys, technical experts, inspectors, civil investigators and criminal investigators. The curricula were developed as a tool for NETI to use in assessing training needs. We also believe they will be useful to environmental professionals who are in the process of developing their own career development plans. These curricula provide suggested skills and training for federal, state, local and tribal employees. Each curriculum describes each discipline generally, identifies other position requirements, if any, and lists suggested knowledge, skills and abilities (KSAs) to achieve competency in that discipline. The complete curricula are available via the internet at www.epa.gov/oeca/neti. The tables below summarize the KSAs for each discipline and list the NETI courses that are available to meet those KSAs.

ATTORNEY

Basic

KSA: Alternative dispute resolution

- [CST 102] Alternative Dispute Resolution Training - Basic
- [CST 202] Alternative Dispute Resolution Skills Training - Advanced

KSA: Basic environmental science

- [CRM 205] Introduction to Environmental Enforcement (WSP) (Formerly CRM 305)

KSA: Basic provisions of the environmental statutes and regulations

- [CER 101] CERCLA Education Center — Fundamentals of Superfund
- [FED 101] Endangered Species Training
- [FED 103] NEPA / 309 Review
- [FED 108] Cross-Cutting Training
- [FIF 302] PREP: Senior Comprehensive Course (Refresher)
- [MLS 901] Environmental Statute Review Course - CBT

KSA: Case management

- [CST 110] Putting It All Together - The Case Development Process
- [CST 208] Enforcement Teamwork: Regulations to Resolutions

KSA: Financial analysis

- [CST 101] Basic ABEL Training
- [CST 103] Basic BEN Training
- [CST 114] Basic INDIPAY Training
- [CST 115] Basic MUNIPAY Training
- [CST 118] Financial Analysis, Financial Information and Ability-to-Pay: An Overview
- [CST 201] Intermediate Ability to Pay Course (Beyond ABEL)

KSA: Information Systems

- [AIR 203] AIRS Input and Reporting Training
- [AIR 213] AIRS Facility Subsystem (AFS) Retrievals Using IDEA WIN
- [AIR 223] ACTS / NARS Training
- [CST 120] IDEA Basic Training
- [CST 121] IDEAWin for the New User
- [CST 220] IDEA Advanced Training
- [CST 221] IDEAWin Advanced Features and Techniques
- [CWA 102] Permit Compliance Data System (PCS) Basic Training



-
- [CWA 304] PCS Advanced Generalized Retrieval
 - [CWA 305] PCS QNCR Training
 - [IMS 104] DOCKET Data Entry and Retrieval

KSA: Interviewing techniques

- [CST 111] Interviewing Techniques for Regulators (MEEA)

KSA: Negotiation skills

- [CRM 205] Introduction to Environmental Enforcement (WSP) (Formerly CRM 305)
- [CST 112] Negotiations Skills Training (NEEP)
- [CST 113] Negotiations Skills Training (SEEN)
- [CST 304] Advanced Negotiations Skills Training (Formerly CST 204)
- [CST 206] Skills Development in the Negotiation of RCRA/CERCLA Disputes
- [CST 303] Pleading and Litigating Civil Penalties
- [CST 805] Environmental Enforcement Negotiations Skills — The Basics (Video)

KSA: Prepare witnesses

- [CST 207] Administrative Hearings and Trials Training

KSA: Team management

- [CST 208] Enforcement Teamwork: Regulations to Resolutions

Administrative Attorney

KSA: Administrative procedures

- [CER 103] New Attorney Orientation Training - Superfund
- [CRM 205] Introduction to Environmental Enforcement (WSP) (Formerly CRM 305)
- [CST 207] Administrative Hearings and Trials Training
- [CST 302] Advanced Administrative Practice Institute

KSA: EPA enforcement policies and initiatives

- [CER 103] New Attorney Orientation Training - Superfund
- [CPA 103] Pollution Prevention for Enforcement and Compliance Officers
- [CRM 205] Introduction to Environmental Enforcement (WSP) (Formerly CRM 305)
- [CST 116] Basic PROJECT Training (SEP Analysis)
- [CST 302] Advanced Administrative Practice Institute
- [CST 303] Pleading and Litigating Civil Penalties
- [RCR 102] Corrective Action Workshop on Results-Based Project Management

KSA: Working with civil/ criminal prosecutors

- [CIT 311] Advanced Environmental Crimes Training Program (Formerly CIT211)

Civil Judicial

KSA: Appellate process

- [CST 302] Advanced Administrative Practice Institute

KSA: Rules of civil procedures

- [CST 211] Prosecuting Environmental Crime (MEEA)

Criminal

KSA: Case development/investigation

- [CRM 304] Environmental Crimes Prosecution Orientation (WSP)
- [CST 110] Putting It All Together - The Case Development Process
- [CST 208] Enforcement Teamwork: Regulations to Resolutions

KSA: Criminal procedures

- [CIT 311] Advanced Environmental Crimes Training Program (Formerly CIT211)
- [CRM 105] Basic Criminal Environmental Investigations (MEEA)
- [CRM 303] Prosecuting Environmental Crimes (SEEN)
- [CRM 304] Environmental Crimes Prosecution Orientation (WSP)

KSA: Investigative techniques and tools

- [CRM 105] Basic Criminal Environmental Investigations (MEEA)
- [CRM 106] Basic Environmental Crimes Investigation Training (NEEP)
- [CRM 108] Basic Environmental Investigations Training (WSP)
- [CST 208] Enforcement Teamwork: Regulations to Resolutions



KSA: Rules of evidence

- [CRM 303] Prosecuting Environmental Crimes (SEEN)
- [CRM 304] Environmental Crimes Prosecution Orientation (WSP)

KSA: Selecting and working with expert witnesses

- [CRM 304] Environmental Crimes Prosecution Orientation (WSP)

KSA: Trial strategies

- [CRM 303] Prosecuting Environmental Crimes (SEEN)
- [CRM 304] Environmental Crimes Prosecution Orientation (WSP)

Media Specific**KSA: Media specific case development**

- [AIR 211] Air Practitioners Enforcement Workshop for U.S. EPA Regions
- [CER 103] New Attorney Orientation Training - Superfund
- [CST 102] Alternative Dispute Resolution Training - Basic
- [CST 206] Skills Development in the Negotiation of RCRA/CERCLA Disputes
- [FIF 104] Case Development Training for FIFRA/TSCA/EPCRA
- [RCR 101] RCRA Inspector Institute - Basic
- [RCR 205] RCRA Enforcement Practitioners Workshop

KSA: Media specific penalty and enforcement response policies

- [CER 103] New Attorney Orientation Training - Superfund
- [CER 901] Introduction to Superfund Enforcement - CBT
- [RCR 205] RCRA Enforcement Practitioners Workshop

KSA: Media specific policy and guidance

- [CER 101] CERCLA Education Center — Fundamentals of Superfund
- [CER 102] CERCLA Education Center — The Enforcement Process
- [CER 901] Introduction to Superfund Enforcement - CBT
- [FIF 302] PREP: Senior Comprehensive Course (Refresher)
- [RCR 102] Corrective Action Workshop on Results-Based Project Management

CIVIL INVESTIGATOR

Basic**KSA: Basic Principles and Techniques of Investigating (Recognizing, exploring, and exploiting Leads; Analyzing, interpreting, and evaluating information obtained)**

- [CRM 106] Basic Environmental Crimes Investigation Training (NEEP)
- [CRM 108] Basic Environmental Investigations Training (WSP)
- [CRM 113] Basic Environmental Investigations Training (SEEN)
- [CST 109] Basic Inspector Course: Classroom

KSA: Environmental Resources (legal, technical, program)

- [CRM 108] Basic Environmental Investigations Training (WSP)
- [CRM 113] Basic Environmental Investigations Training (SEEN)

KSA: Environmental Sources of Information

- [CRM 108] Basic Environmental Investigations Training (WSP)
- [CRM 113] Basic Environmental Investigations Training (SEEN)

KSA: Financial Record Examination

- [CST 101] Basic ABEL Training
- [CST 103] Basic BEN Training
- [CST 118] Financial Analysis, Financial Information and Ability-to-Pay: An Overview

KSA: General Knowledge of Environmental Laws

- [CRM 106] Basic Environmental Crimes Investigation Training (NEEP)
- [CRM 108] Basic Environmental Investigations Training (WSP)
- [CRM 113] Basic Environmental Investigations Training (SEEN)
- [MLS 901] Environmental Statute Review Course - CBT

KSA: Interviewing Skills

- [CRM 106] Basic Environmental Crimes Investigation Training (NEEP)



- [CRM 108] Basic Environmental Investigations Training (WSP)
- [CRM 113] Basic Environmental Investigations Training (SEEN)
- [CST 109] Basic Inspector Course: Classroom
- KSA: Rules of Evidence and Chain of Custody**
- [CST 109] Basic Inspector Course: Classroom

Advanced

- KSA: Advanced Interview and Interrogation**
- [CST 111] Interviewing Techniques for Regulators (MEEA)
- KSA: Specialized Financial Investigations and Analysis**
- [CST 201] Intermediate Ability to Pay Course (Beyond ABEL)
- [CST 203] Financial Analysts Workshop

CRIMINAL INVESTIGATOR

Basic

- [CRM 101] Environmental Crimes Awareness
- KSA: Arrest techniques**
- [CIT 101] Criminal Investigator Training Program
- KSA: Basic provisions of the environmental statutes**
- [CER 901] Introduction to Superfund Enforcement - CBT
- [CIT 102] Environmental Investigations - Basic
- [CIT 311] Advanced Environmental Crimes Training Program (Formerly CIT211)
- [CRM 108] Basic Environmental Investigations Training (WSP)
- [CRM 113] Basic Environmental Investigations Training (SEEN)
- [CRM 114] Environmental Crimes Awareness for Local Law Enforcement (MEEA)
- [CST 209] Field Investigators Course (NEEP)
- [MLS 901] Environmental Statute Review Course - CBT
- [RCR 205] RCRA Enforcement Practitioners Workshop
- KSA: Chain of custody/ criminal evidence**
- [CIT 101] Criminal Investigator Training Program
- KSA: Conspiracy laws**
- [CIT 101] Criminal Investigator Training Program
- KSA: Constitutional law-4th, 5th, 6th Amendment issues**
- [CIT 101] Criminal Investigator Training Program
- [CIT 311] Advanced Environmental Crimes Training Program (Formerly CIT211)
- KSA: Courtroom testimony**
- [CIT 101] Criminal Investigator Training Program
- KSA: Defensive tactics and use of force**
- [CIT 101] Criminal Investigator Training Program
- [CIT 201] Special Agent In-Service Training
- KSA: Environmental criminal case management**
- [CIT 102] Environmental Investigations - Basic
- [CIT 311] Advanced Environmental Crimes Training Program (Formerly CIT211)
- [CIT 312] Advanced Environmental Investigative Operations Training Program (Formerly CIT 212)
- [CRM 105] Basic Criminal Environmental Investigations (MEEA)
- [CRM 106] Basic Environmental Crimes Investigation Training (NEEP)
- [CRM 108] Basic Environmental Investigations Training (WSP)
- [CRM 113] Basic Environmental Investigations Training (SEEN)
- [CST 209] Field Investigators Course (NEEP)
- KSA: Environmental evidence collection & chain of custody**
- [AIR 201] Optical Remote Sensing (UVDOAS)
- [CIT 102] Environmental Investigations - Basic



[CIT 311]	Advanced Environmental Crimes Training Program (Formerly CIT211)
[CIT 312]	Advanced Environmental Investigative Operations Training Program (Formerly CIT 212)
[CRM 101]	Environmental Crimes Awareness
KSA: Environmental parallel proceedings	
[CIT 102]	Environmental Investigations - Basic
[CIT 311]	Advanced Environmental Crimes Training Program (Formerly CIT211)
KSA: Environmental resources (legal, technical, program)	
[CER 901]	Introduction to Superfund Enforcement - CBT
[CIT 102]	Environmental Investigations - Basic
[CIT 311]	Advanced Environmental Crimes Training Program (Formerly CIT211)
[CRM 108]	Basic Environmental Investigations Training (WSP)
[CRM 113]	Basic Environmental Investigations Training (SEEN)
[CST 120]	IDEA Basic Training
[MLS 901]	Environmental Statute Review Course - CBT
[RCR 205]	RCRA Enforcement Practitioners Workshop
KSA: Environmental search and seizure	
[CIT 102]	Environmental Investigations - Basic
[CIT 201]	Special Agent In-Service Training
[CIT 311]	Advanced Environmental Crimes Training Program (Formerly CIT211)
[CIT 312]	Advanced Environmental Investigative Operations Training Program (Formerly CIT 212)
[CRM 105]	Basic Criminal Environmental Investigations (MEEA)
[CRM 106]	Basic Environmental Crimes Investigation Training (NEEP)
[CST 209]	Field Investigators Course (NEEP)
KSA: Environmental sources of information	
[CIT 102]	Environmental Investigations - Basic
[CRM 108]	Basic Environmental Investigations Training (WSP)
[CRM 113]	Basic Environmental Investigations Training (SEEN)
KSA: Environmental terminology	
[CIT 102]	Environmental Investigations - Basic
[CIT 311]	Advanced Environmental Crimes Training Program (Formerly CIT 211)
[CRM 105]	Basic Criminal Environmental Investigations (MEEA)
[CRM 106]	Basic Environmental Crimes Investigation Training (NEEP)
[CRM 108]	Basic Environmental Investigations Training (WSP)
[CRM 113]	Basic Environmental Investigations Training (SEEN)
[CRM 114]	Environmental Crimes Awareness for Local Law Enforcement (MEEA)
[MLS 901]	Environmental Statute Review Course - CBT
KSA: EPA regulatory process	
[CER 901]	Introduction to Superfund Enforcement - CBT
[CIT 102]	Environmental Investigations - Basic
[CIT 311]	Advanced Environmental Crimes Training Program (Formerly CIT 211)
[CRM 101]	Environmental Crimes Awareness
[RCR 205]	RCRA Enforcement Practitioners Workshop
KSA: Evidence collection and preservation	
[CIT 101]	Criminal Investigator Training Program
[CRM 105]	Basic Criminal Environmental Investigations (MEEA)
[CRM 106]	Basic Environmental Crimes Investigation Training (NEEP)
[CRM 108]	Basic Environmental Investigations Training (WSP)
[CRM 113]	Basic Environmental Investigations Training (SEEN)
KSA: Financial record examination	
[CIT 101]	Criminal Investigator Training Program
[CIT 201]	Special Agent In-Service Training
KSA: Firearms proficiency	
[CIT 101]	Criminal Investigator Training Program
[CIT 201]	Special Agent In-Service Training



KSA: Interpersonal relationship skills

[CIT 101] Criminal Investigator Training Program

KSA: Interpreting scientific analytical data

[AIR 201] Optical Remote Sensing (UVDOAS)

[CIT 102] Environmental Investigations - Basic

KSA: Interviewing skills

[CIT 101] Criminal Investigator Training Program

[CRM 103] Interview and Interrogation Training (NEEP)

[CRM 105] Basic Criminal Environmental Investigations (MEEA)

[CRM 106] Basic Environmental Crimes Investigation Training (NEEP)

[CRM 108] Basic Environmental Investigations Training (WSP)

[CRM 113] Basic Environmental Investigations Training (SEEN)

[CRM 201] Interviewing and Interrogation Techniques (MEEA)

KSA: Laboratory testing methods and protocols

[CIT 102] Environmental Investigations - Basic

[CIT 311] Advanced Environmental Crimes Training Program (Formerly CIT 211)

KSA: Multimedia enforcement policies

[CIT 102] Environmental Investigations - Basic

[CST 120] IDEA Basic Training

KSA: OSHA health and safety

[CIT 102] Environmental Investigations - Basic

[CIT 311] Advanced Environmental Crimes Training Program (Formerly CIT 211)

[CRM 101] Environmental Crimes Awareness

[CRM 105] Basic Criminal Environmental Investigations (MEEA)

[CRM 106] Basic Environmental Crimes Investigation Training (NEEP)

[CRM 115] Introduction to Clandestine Drug Laboratory Enforcement (MEEA)

KSA: Photography

[CIT 101] Criminal Investigator Training Program

KSA: Related criminal statutes

[CIT 101] Criminal Investigator Training Program

[CIT 102] Environmental Investigations - Basic

[CIT 311] Advanced Environmental Crimes Training Program (Formerly CIT 211)

[CRM 105] Basic Criminal Environmental Investigations (MEEA)

[CRM 106] Basic Environmental Crimes Investigation Training (NEEP)

[CRM 115] Introduction to Clandestine Drug Laboratory Enforcement (MEEA)

[CST 209] Field Investigators Course (NEEP)

KSA: Role of federal Agencies

[CIT 101] Criminal Investigator Training Program

[CIT 311] Advanced Environmental Crimes Training Program (Formerly CIT 211)

KSA: Surveillance techniques

[CIT 101] Criminal Investigator Training Program

[CIT 201] Special Agent In-Service Training

[CIT 312] Advanced Environmental Investigative Operations Training Program (Formerly CIT 212)

Intermediate**KSA: Arrest and self defense techniques refresher skills**

[CIT 201] Special Agent In-Service Training

KSA: Continuing criminal legal updates

[CIT 201] Special Agent In-Service Training

KSA: Environmental informant development

[CIT 311] Advanced Environmental Crimes Training Program (Formerly CIT 211)

KSA: Environmental sampling techniques for criminal cases

[AIR 201] Optical Remote Sensing (UVDOAS)

[CIT 102] Environmental Investigations - Basic

[CIT 311] Advanced Environmental Crimes Training Program (Formerly CIT 211)



KSA: EPA initiatives

- [CIT 102] Environmental Investigations - Basic
- [CIT 201] Special Agent In-Service Training
- [RCR 205] RCRA Enforcement Practitioners Workshop

KSA: EPA-CID investigative initiatives

- [CIT 102] Environmental Investigations - Basic
- [CIT 201] Special Agent In-Service Training

KSA: EPA-CID policy and procedure updates

- [CIT 102] Environmental Investigations - Basic
- [CIT 201] Special Agent In-Service Training

KSA: Intermediate interviewing techniques

- [CIT 102] Environmental Investigations - Basic

KSA: Intermediate report writing skills

- [CIT 102] Environmental Investigations - Basic

KSA: Multimedia specific updates

- [CIT 201] Special Agent In-Service Training

KSA: OSHA health and safety (refresher)

- [CIT 201] Special Agent In-Service Training

KSA: Tactical firearms proficiency

- [CIT 102] Environmental Investigations - Basic

Advanced

KSA: Advanced environmental investigative and operational skills

- [CIT 312] Advanced Environmental Investigative Operations Training Program
(Formerly CIT 212)

KSA: Advanced interviewing

- [CIT 102] Environmental Investigations - Basic
- [CIT 311] Advanced Environmental Crimes Training Program (Formerly CIT 211)
- [CRM 301] Advanced Interviewing and Interrogation Workshop (MEEA)

KSA: Electronic sources of information

- [CIT 312] Advanced Environmental Investigative Operations Training Program
(Formerly CIT 212)
- [CST 121] IDEAWin for the New User
- [CST 220] IDEA Advanced Training
- [CST 221] IDEAWin Advanced Features and Techniques

KSA: Environmental undercover operations

- [CIT 312] Advanced Environmental Investigative Operations Training Program
(Formerly CIT 212)

KSA: Physical fitness /coordination

- [CIT 101] Criminal Investigator Training Program

INSPECTOR

Basic

KSA: Administrative procedures

- [CST 110] Putting It All Together - The Case Development Process
- [CST 207] Administrative Hearings and Trials Training
- [CST 302] Advanced Administrative Practice Institute

KSA: Basic provisions of the environmental statutes and regulations

- [CST 109] Basic Inspector Course: Classroom
- [MLS 901] Environmental Statute Review Course - CBT

KSA: EPA enforcement policies and initiatives

- [CPA 103] Pollution Prevention for Enforcement and Compliance Officers
- [CST 109] Basic Inspector Course: Classroom



KSA: Evidence documentation and preservation

- [CST 109] Basic Inspector Course: Classroom
- [RCR 101] RCRA Inspector Institute - Basic

KSA: Facility background research techniques (computer databases, files, computer records, etc.)

- [CST 109] Basic Inspector Course: Classroom
- [CST 120] IDEA Basic Training
- [CST 121] IDEAWin for the New User
- [IMS 104] DOCKET Data Entry and Retrieval

KSA: General observation techniques

- [AIR 201] Optical Remote Sensing (UVDOAS)
- [CST 109] Basic Inspector Course: Classroom

KSA: Inspection procedures

- [AIR 201] Optical Remote Sensing (UVDOAS)
- [CST 109] Basic Inspector Course: Classroom
- [CST 208] Enforcement Teamwork: Regulations to Resolutions
- [RCR 101] RCRA Inspector Institute - Basic

KSA: Interviewing techniques

- [CST 109] Basic Inspector Course: Classroom
- [CST 111] Interviewing Techniques for Regulators (MEEA)

KSA: Negotiation skills

- [CST 112] Negotiations Skills Training (NEEP)
- [CST 113] Negotiations Skills Training (SEEN)
- [CST 805] Environmental Enforcement Negotiations Skills — The Basics (Video)

KSA: Photography

- [AIR 201] Optical Remote Sensing (UVDOAS)

KSA: Professional ethics

- [CST 109] Basic Inspector Course: Classroom

KSA: Report writing

- [CST 109] Basic Inspector Course: Classroom
- [RCR 101] RCRA Inspector Institute - Basic
- [RCR 301] Advanced RCRA Inspector Institute (Formerly RCR 201)

KSA: Standard field monitoring and sampling techniques

- [AIR 205] HON Inspector Training

KSA: Team dynamics

- [CST 208] Enforcement Teamwork: Regulations to Resolutions

Advanced**KSA: Complex multi-media information systems including use of the internet, other Agency data systems (e.g., OSHA, SEC), and data analysis techniques**

- [CST 220] IDEA Advanced Training
- [CST 221] IDEAWin Advanced Features and Techniques

KSA: Criminal procedures

- [CRM 105] Basic Criminal Environmental Investigations (MEEA)
- [CRM 106] Basic Environmental Crimes Investigation Training (NEEP)
- [CRM 108] Basic Environmental Investigations Training (WSP)
- [CRM 115] Introduction to Clandestine Drug Laboratory Enforcement (MEEA)
- [CST 211] Prosecuting Environmental Crime (MEEA)

KSA: In-depth knowledge of cross-media issues

- [MLS 102] Multimedia Inspections
- [MLS 302] Advanced Multimedia Course for Regulators (NEEP) (Formerly MLS 202)

KSA: In-depth knowledge of more than one media program

- [MLS 102] Multimedia Inspections
- [MLS 302] Advanced Multimedia Course for Regulators (NEEP) (Formerly MLS 202)

KSA: ISO 14000, EMS, and EMR's

- [INT 101] Hazardous Waste Compliance Monitoring for Customs and Environmental Inspectors
- [MLS 104] Introduction to Petroleum Refining Processes



KSA: New/Innovative field monitoring and sampling techniques
[AIR 201] Optical Remote Sensing (UVDOAS)

Media Specific

KSA: Content and applicability of the regulations to individual facilities

[Air 204] SOCMW Wastewater Training
[FIF 104] Case Development Training for FIFRA/TSCA/EPCRA
[FIF 204] Pesticide Product Enforcement Course
[FIF 205] Use Enforcement Course (Worker Protection Standards)
[FIF 302] PREP: Senior Comprehensive Course (Refresher)
[RCR 101] RCRA Inspector Institute - Basic
[RCR 301] Advanced RCRA Inspector Institute (Formerly RCR 201)
[RCR 205] RCRA Enforcement Practitioners Workshop
[RCR 901] Comprehensive Ground-Water Monitoring Evaluation (CME) - CBT

KSA: Media specific case development

[AIR 211] Air Practitioners Enforcement Workshop for U.S. EPA Regions
[FIF 104] Case Development Training for FIFRA/TSCA/EPCRA
[RCR 301] Advanced RCRA Inspector Institute (Formerly RCR 201)

KSA: Media specific inspection procedures

[CST 104] Animal Feedlot Inspector Training
[CWA 207] Sanitary Survey Training for Inspectors of PWS
[CWA 208] UIC Inspector Training
[CWA 901] Wastewater Sampling at Wastewater Treatment Plants
[FIF 104] Case Development Training for FIFRA/TSCA/EPCRA
[FIF 204] Pesticide Product Enforcement Course
[FIF 205] Use Enforcement Course (Worker Protection Standards)
[RCR 101] RCRA Inspector Institute - Basic
[RCR 901] Comprehensive Ground-Water Monitoring Evaluation (CME) - CBT
[TSC 102] Lead Based Paint Certification and Accreditation Procedures (TSCA 402/404)

KSA: Media specific inspection techniques

[Air 204] SOCMW Wastewater Training
[AIR 205] HON Inspector Training
[CWA 207] Sanitary Survey Training for Inspectors of PWS
[CWA 208] UIC Inspector Training
[CWA 901] Wastewater Sampling at Wastewater Treatment Plants
[FIF 104] Case Development Training for FIFRA/TSCA/EPCRA
[FIF 204] Pesticide Product Enforcement Course
[FIF 205] Use Enforcement Course (Worker Protection Standards)
[RCR 101] RCRA Inspector Institute - Basic
[TSC 102] Lead Based Paint Certification and Accreditation Procedures (TSCA 402/404)

KSA: Media specific penalty and enforcement response policies

[AIR 211] Air Practitioners Enforcement Workshop for U.S. EPA Regions
[CRM 113] Basic Environmental Investigations Training (SEEN)
[RCR 301] Advanced RCRA Inspector Institute (Formerly RCR 201)
[RCR 205] RCRA Enforcement Practitioners Workshop
[TSC 101] Lead Based Paint Real Estate Notification and Disclosure Rule

KSA: Media specific policy and guidance

[CER 101] CERCLA Education Center — Fundamentals of Superfund
[FIF 205] Use Enforcement Course (Worker Protection Standards)
[RCR 101] RCRA Inspector Institute - Basic
[RCR 301] Advanced RCRA Inspector Institute (Formerly RCR 201)
[RCR 205] RCRA Enforcement Practitioners Workshop
[RCR 901] Comprehensive Ground-Water Monitoring Evaluation (CME) - CBT
[TSC 101] Lead Based Paint Real Estate Notification and Disclosure Rule
[TSC 102] Lead Based Paint Certification and Accreditation Procedures (TSCA 402/404)



KSA: Single media information systems

[AIR 203]	AIRS Input and Reporting Training
[AIR 213]	AIRS Facility Subsystem (AFS) Retrievals Using IDEA WIN
[AIR 223]	ACTS / NARS Training
[CWA 102]	Permit Compliance Data System (PCS) Basic Training
[CWA 304]	PCS Advanced Generalized Retrieval
[CWA 305]	PCS QNCR Training

TECHNICAL EXPERT

KSA: Ability to work in teams

[CST 208]	Enforcement Teamwork: Regulations to Resolutions
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KSA: Analytical skills

[FIF 303]	PREP: Measures of Success/Use of Field Data
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KSA: Basic inspection techniques

[CST 109]	Basic Inspector Course: Classroom
[CST 208]	Enforcement Teamwork: Regulations to Resolutions
[MLS 102]	Multimedia Inspections
[MLS 103]	Multimedia Training for Regulators (MEEA)
[MLS 302]	Advanced Multimedia Course for Regulators (NEEP) (Formerly MLS 202)

KSA: Basic provisions of the environmental statutes

[CER 101]	CERCLA Education Center — Fundamentals of Superfund
[CER 102]	CERCLA Education Center — The Enforcement Process
[CER 901]	Introduction to Superfund Enforcement - CBT
[MLS 901]	Environmental Statute Review Course - CBT
[RCR 102]	Corrective Action Workshop on Results-Based Project Management

KSA: Being an effective expert witness

[CST 303]	Pleading and Litigating Civil Penalties
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KSA: Case development

[AIR 211]	Air Practitioners Enforcement Workshop for U.S. EPA Regions
[CER 102]	CERCLA Education Center — The Enforcement Process
[CST 110]	Putting It All Together - The Case Development Process
[CST 208]	Enforcement Teamwork: Regulations to Resolutions
[FIF 104]	Case Development Training for FIFRA/TSCA/EPCRA
[RCR 205]	RCRA Enforcement Practitioners Workshop

KSA: Civil Administrative procedures

[AIR 211]	Air Practitioners Enforcement Workshop for U.S. EPA Regions
[CER 901]	Introduction to Superfund Enforcement - CBT
[CRM 205]	Introduction to Environmental Enforcement (WSP) (Formerly CRM 305)
[CST 207]	Administrative Hearings and Trials Training
[CST 302]	Advanced Administrative Practice Institute
[FIF 104]	Case Development Training for FIFRA/TSCA/EPCRA

KSA: Civil judicial procedures

[AIR 211]	Air Practitioners Enforcement Workshop for U.S. EPA Regions
[CRM 205]	Introduction to Environmental Enforcement (WSP) (Formerly CRM 305)

KSA: Criminal law

[CIT 301]	Technical Personnel Training Program
[CRM 101]	Environmental Crimes Awareness
[CRM 106]	Basic Environmental Crimes Investigation Training (NEEP)
[CRM 108]	Basic Environmental Investigations Training (WSP)
[CRM 113]	Basic Environmental Investigations Training (SEEN)
[CST 211]	Prosecuting Environmental Crime (MEEA)

KSA: Familiarity with industry monitoring techniques

[AIR 201]	Optical Remote Sensing (UVDOAS)
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KSA: Input into and design modification of data management systems

- [AIR 203] AIRS Input and Reporting Training
- [AIR 223] ACTS / NARS Training
- [CWA 102] Permit Compliance Data System (PCS) Basic Training
- [CWA 304] PCS Advanced Generalized Retrieval
- [CWA 305] PCS QNCR Training
- [IMS 104] DOCKET Data Entry and Retrieval
- [MLS 201] Environmental Management Systems and Enforcement

KSA: Knowledge of information sources (regulations, policy, guidance, special programs, publications, data management systems, and electronic resources)

- [AIR 213] AIRS Facility Subsystem (AFS) Retrievals Using IDEA WIN
- [CST 120] IDEA Basic Training
- [CST 121] IDEAWin for the New User
- [CST 220] IDEA Advanced Training
- [CST 221] IDEAWin Advanced Features and Techniques
- [FIF 303] PREP: Measures of Success/Use of Field Data

KSA: Media specific inspection techniques

- [AIR 205] HON Inspector Training
- [CWA 207] Sanitary Survey Training for Inspectors of PWS
- [CWA 208] UIC Inspector Training
- [CWA 901] Wastewater Sampling at Wastewater Treatment Plants
- [FIF 107] FIFRA Inspector Training for Regions
- [FIF 204] Pesticide Product Enforcement Course
- [MLS 104] Introduction to Petroleum Refining Processes
- [RCR 101] RCRA Inspector Institute - Basic
- [RCR 901] Comprehensive Ground-Water Monitoring Evaluation (CME) - CBT
- [TSC 101] Lead Based Paint Real Estate Notification and Disclosure Rule

KSA: Negotiations

- [CST 102] Alternative Dispute Resolution Training - Basic
- [CST 112] Negotiations Skills Training (NEEP)
- [CST 113] Negotiations Skills Training (SEEN)
- [CST 202] Alternative Dispute Resolution Skills Training - Advanced
- [CST 304] Advanced Negotiations Skills Training (Formerly CST 204)
- [CST 206] Skills Development in the Negotiation of RCRA/CERCLA Disputes
- [CST 303] Pleading and Litigating Civil Penalties
- [CST 805] Environmental Enforcement Negotiations Skills — The Basics (Video)

KSA: Verbal communication

- [CST 805] Environmental Enforcement Negotiations Skills — The Basics (Video)



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Corrective Action Workshop on Results-Based Project Management [RCR102]	15	Financial Analysis, Financial Information and Ability-to-Pay: An Overview [CST118]	4
Criminal Investigator Training Program [CIT101]	9	Financial Analysts Workshop [CST203]	5
Cross-Cutting Training [FED108]	11	Forensics in Environmental Science and Technical Applications [CST107]	3
Data Quality Training Course for EPCRA313 [OTH103]	19	Hazardous Waste Compliance Monitoring for Customs and Environmental Inspectors [INT101]	12
DOCKET Data Entry and Retrieval [IMS104]	12	HON Inspector Training [AIR205]	1
EDI DMR Implementation for EDI Coordinators [CWA303]	18	IDEAWin Advanced Features and Techniques [CST221]	6
Endangered Species Training [FED101] ..	11	IDEAWin for the New User [CST121]	4
Enforcement Teamwork: Regulations to Resolutions [CST208]	6	Intermediate Ability to Pay Course (Beyond ABEL) [CST201]	5
EnviroCrimes: A Clear and Present Hazard [CRM901]	9	Interview and Interrogation Training (NEEP) [CRM103]	22
Environmental Crimes Awareness for Local Law Enforcement (MEEA) [CRM114] ..	23	Interviewing and Interrogation Techniques (MEEA) [CRM201]	23
Environmental Crimes Instructor Training Program [CIT111]	9	Interviewing Techniques for Regulators (MEEA) [CST111]	24
Environmental Crimes Prosecution Orientation (WSP) [CRM304]	24	Introduction to Clandestine Drug Laboratory Enforcement (MEEA) [CRM115]	23
Environmental Enforcement Negotiations Skills—The Basics (Video) [CST805] ...	7	Introduction to Environmental Criminal Investigations (WSP) [CRM108]	22
Environmental Investigation Analysis [CST117]	4	Introduction to Environmental Enforcement (WSP) [CRM205] (Formerly CRM305)	24
Environmental Investigations—Basic [CIT102]	9	Introduction to Petroleum Refining Processes [MLS104]	14
Environmental Management Systems and Enforcement [MLS201]	14	Introduction to Superfund Enforcement—CBT [CER901]	17
Environmental Prosecutors Course (NEEP) [CRM102]	21	Lead Based Paint Certification and Accreditation Procedures (TSCA 402/404) [TSC102]	17
Environmental Statute Review Course—CBT [MLS901]	14	MMS-NPDES Inspections at Offshore Oil and Gas Platforms [CWA903]	19
Facilitating Internal Policy Meetings [CER104]	17	Multimedia Inspections [MLS102]	14
Field Investigations Sampling and Laboratory Analysis for Mexican Inspectors [INT103]	13	Multimedia Training for Regulators (MEEA) [MLS103]	26
Field Investigators Course (NEEP) [CST209]	25	Negotiations Skills Training (NEEP) [CST112]	25
FIFRA Inspector Training for Regions [FIF107]	25	Negotiations Skills Training (SEEN) [CST113]	25



NEPA / 309 Review [FED103]	11	Principles of Environmental Impact Assessment Review [INT108]	13
New Attorney Orientation Training— Superfund [CER103]	17	Principles of Environmental Impact Assessment [INT106]	13
NPDES Inspector Training Video: Conducting a Performance Audit Inspection of a Laboratory [CWA805]	19	Prosecuting Environmental Crime (MEEA) [CST211]	25
NPDES Inspector Training Video: Inspecting a Parshall Flume [CWA803]	27	Prosecuting Environmental Crimes (SEEN) [CRM303]	24
NPDES Inspector Training Video: Records Review [CWA801]	27	Putting It All Together: The Case Development Process—CBT [CST910]	8
NPDES Inspector Training Video: Sampling at a Wastewater Treatment Facility [CWA804]	27	Putting It All Together—The Case Development Process [CST110]	3
NPDES Inspector Training Video: Sludge Sampling [CWA802]	27	RCRA Enforcement Practitioners Workshop [RCR205]	16
Optical Remote Sensing (UVDOAS) [AIR201]	1	RCRA Inspector Institute—Basic CBT [RCR902]	16
Orphan Share Training [CER107]	17	RCRA Inspector Institute—Basic [RCR101]	15
PCS Advanced Generalized Retrieval [CWA304]	18	RCRA Refinery Process Based Investigations Course [RCR203]	15
PCS QNCR Training [CWA305]	19	Sanitary Survey Training for Inspectors of PWS [CWA207]	18
Permit Compliance Data System (PCS) Basic Training [CWA102]	18	Self Audit and Inspection Guide for Metal Parts Finishing [CPA701]	8
Pesticide Product Enforcement Course [FIF204]	26	SEP Policy Training—Video Format [CST801]	7
Pleading and Litigating Civil Penalties [CST303]	6	Skills Development in the Negotiation of RCRA/CERCLA Disputes [CST206]	5
Pollution Prevention for Enforcement and Compliance Officers [CPA103]	8	SOCMI Wastewater Training [AIR204]	1
PREP: Agriculture Integrated Pest Management (IPM) [FIF109]	26	Special Agent In-Service Training [CIT201]	9
PREP: Compliance Management Part II/III [FIF201]	26	Technical Personnel Training Program [CIT301]	9
PREP: Comprehensive Pesticide Education [FIF202]	26	Training for Regional Hearing Clerks [CST105]	2
PREP: Pesticides and Water Quality [FIF301]	26	Tribal Environmental Investigations Training Program [CIT302]	11
PREP: Registration and Reregistration [FIF108]	25	UIC Inspector Training [CWA208]	18
Principles of Chemistry (Internet Course) [CST901]	7	UIC Well Inspection Training [CWA902]	19
Principles of Environmental Compliance and Enforcement [INT102]	12	Wastewater Sampling at Wastewater Treatment Plants [CWA901]	19

