

## Employees Honored at Awards Day

EPA honored 20 individuals and three groups of employees at the Agency's third annual Honor Awards Day ceremonies in Washington Dec. 12. Eight EPA men who are also officers of the Public Health Service received PHS medals.

"The men and women whom we honor today," said Administrator Russell E. Train, "are really standins for all of us. They exemplify the way EPA's people are responding to the tough problems we confront...and give us confidence that we have the resources to meet the challenges" of improving our Nation's environment.

Alvin L. Alm, assistant administrator for planning and management, presided. Music was provided by the Air Force Band, and a color guard representing the combined armed forces presented the colors for the flag salute and National Anthem.

More than 500 employees from headquarters in Southwest Washington and other nearby Agency offices were taken in chartered buses to the ceremonies, which were held in the Departmental Auditorium in the Labor Department building on Constitution Avenue.

The award winners, whose citations were read by the ranking officers in their components of the Agency, are listed below, with brief descriptions of their work:

### Distinguished Career Award

*Dr. Clarence M. Tarzwell*, senior research advisor at NERC-Corvallis, Ore., and former director of the center's National Marine Water Quality

Laboratory at West Kingston, R.I., was presented with a special award for his nearly 40 years of government service, 29 of which were with EPA and its predecessor agencies. Dr. Tarzwell is an expert on the biological effects of water pollution and on pesticide residues in aquatic life. He has been a pioneer in promoting recognition of the need for, and developing methods to accomplish, the conservation of both freshwater and marine fish.

### Gold Medal for Exceptional Service

*Robert L. Baum*, acting deputy administrator for general enforcement, for significant efforts to control and upgrade air quality in the United States. Baum led preparation of staff proposals for the conference on the Clean Air Bill

and represented the Agency against U.S. Steel in cases involving an air pollution crisis in Birmingham, Ala.

*Dr. Donald I. Mount*, director of the National Water Quality Laboratory in Duluth, Minn., for leadership, both as a scientist and an administrator, in water quality research. Mount is an international authority on pollutants' effects on freshwater organisms and has devised bioassay methods now in wide use. His laboratory first identified the asbestos particles in city water supplies obtained from Lake Superior and called attention to the hazards involved.

*Group award to 12 persons in Region VI*, Dallas, for outstanding service in controlling oil spills. The group's work load last year far exceeded expectations, requiring many hours of hazardous work

(continued on page 2)



**These 12 persons from Region VI, Dallas, won a collective gold medal for their outstanding work in combatting oil spills during the last year.**

# EPA Employees Are Honored At Awards Day

(continued from page 1)

on nights, weekends, and holidays. The group had to cope with 504 oil spills and 49 spills of other hazardous substances during fiscal 1973, 25 percent more than predicted. Moreover, they were credited with helping States in the region to develop and use better plans for handling such spills. Leader of the Oil and Hazardous Substances Branch is Jerry T. Thornhill, and members include E. Wallace Cooper, Richard C. Peckham, Douglas H. Keefer, Robert G. Forrest, Charles A. Gazda, Joseph C. Alleman, David A. Curtis, Betty N. Callahan, and Angie H. Rogala. Marion (Mark) Chandler of the Region's Enforcement division and Norman E. Dyer of the Pesticides Branch were also included in the group award.

## Silver Medal for Superior Service

*Dwight G. Ballinger*, director of the Analytical Quality Control Laboratory, NERC-Cincinnati, for initiative in developing the analytical quality control program and outstanding leadership in administering it. Ballinger led in the adoption of improved and uniform methods for EPA and other government laboratories in the testing of water and liquid wastes and has represented the Agency at international meetings on scientific testing standards.

*Dr. Clifford V. Smith Jr.*, deputy regional administrator, Region I, Boston, for outstanding work in technical, policy, and management improvement at the regional and headquarters levels. Smith performed important work with the Federal Regional Council of New England and helped to plan a reorganization and consolidation of the Regional Office. As head of a Washington task force



**Silver Medal is awarded to Evelyn Thornton, Grants Administration.**

he coordinated the development of Agency's guidelines for wastewater effluents.

*Dr. Bernard J. Steigerwald*, deputy assistant administrator for air quality planning and standards, Durham, N.C., for exceptional leadership, skill, and ability in the design and implementation of the national air pollution control program. Steigerwald, head of a staff of 300 persons, directed the Agency's work in approving State plans to implement air pollution control, a task involving many tight legislative deadlines and the coordinated efforts of many people.

*Robert V. Zener*, acting deputy general counsel, for his contributions to the legal aspects of the Agency's water programs, particularly in the environmental impact statement process and in administering the Freedom of Information Act.

*Thomas B. Bracken*, regional counsel for Region I, Boston, for outstanding legal and policy guidance in developing regional and headquarters programs. Bracken was commended in particular for his handling of the fuel oil shortage in New England last February, for his work in the ICC hearings on Boston-Springfield rail passenger service, for negotiating the Boston harbor

agreement on sewage discharges, and for helping review model legislation to implement the water discharge permit program.

*Mary Joyce Doss*, chief of the Word Processing Center at Region IX, San Francisco, for her competence in setting up and supervising the center. Mrs. Doss was praised for her skill in planning, organizing and directing all aspects of the center's operation, not only in utilizing new, more productive work methods (involving tape- and card-actuated automatic typewriters) but also in helping the entire regional staff learn how to dictate their written work to the center.

*Arsen J. Darnay Jr.*, deputy assistant administrator and head of the Office of Solid Waste Management Programs, for superior motivation, skill, and management ability. Darnay has led the Agency's efforts to make resource recovery more economical (by seeking fairer freight rates on scrap metal, for instance, and by promoting solid waste as an energy source). His management of the Division is credited with establishing the Agency's respected role in this field among the States and communities and in Congress.

*David Hanson*, special assistant for transportation, Office of Air and Water Programs, for his work

in developing and carrying out regulations to limit, and eventually prohibit, the addition of lead to automotive fuels.

*Susan F. Hickey*, operations research analyst, Office of Air and Water Programs, for outstanding contributions and leadership in developing the automotive fuel economy labeling program and in analyzing data for the Agency's decisions in the automobile emissions suspension hearings. Ms. Hickey took on assignments normally given to persons with much more experience (she has been with EPA less than two years) and carried them out "with dedication and thoroughness, often at a significant personal sacrifice," said her nominators.

*Dr. John H. Knelson*, chief, Clinical Studies Branch, NERC-Research Triangle Park, N.C., for scientific work in the health effects of carbon monoxide. Dr. Knelson led a team of researchers who defined the groups most vulnerable to this air pollutant and demonstrated that the national primary standard protects these people with an adequate margin of safety. Without his initiative and leadership, his nominators said, EPA "might well have been unable to defend" the national standard for carbon monoxide.

*Mark A. Pisano*, director, Water Planning Division, for "dynamic leadership...in the implementation of water quality planning, water quality standards, and State programs...required by the Federal Water Pollution Control Act." Pisano is credited with reorganizing the division to meet work loads greatly increased by new legislation and for directing regions and States in revising their water quality standards.

*John H. Martin*, chief, Programs Appraisal Branch, Office of General Counsel, for his original work in carrying out the civil penalty provisions of the Federal Environmental Pesticide Control Act of 1972. Martin was also cited for planning and carrying out the decentralization of pesticide law enforcement, a function that since June 30 has been done by EPA Regional Offices.

*Evelyn T. Thornton*, chief, Policy and Procedures Branch, Grants Administration Division, for her analytical ability, skill, and tact in melding the grant programs of 21 different EPA predecessor agencies into one in less than a year's time. Mrs. Thornton's work has resulted in the publication and use throughout the Agency of uniform, coherent policies for the granting of Federal environmental funds.

*Group Award, Ford Recertification Team*, Office of Mobile Source Pollution Control, Ann Arbor, Mich., for unusually meritorious service. This 11-man team worked very hard on recertifying 1973 Ford vehicles, the citation states, "thereby averting certain unemployment" for thousands of workers and still "maintaining the integrity" of EPA's emissions certification program. The team was headed by Edmund J. Brune and included Charles J. Reed, Lawrence I. Ranka, John C. Shelton, Daniel C. Stokes, John D. Hendon, Bernard R. Patok, James M. Marzen, Eric P. Zellin, John C. Thomson, and Max J. Moore.

*Group Award, South Florida Ecological Study Staff*, Office of Air and Water Programs, Region IV, for major contributions to the scientific knowledge of unique ecosystems in southwest Florida. The 10-member team, operating out of a mobile laboratory near Naples, Fla., spent a year of intensive field work that is providing objective data on Florida's swamps, wetlands, fish and wildlife for future use by EPA and other agencies in developing land- and water-use plans to preserve these unique features. Michael R. Carter headed the 10-member team, which included Delbert B. Hicks, Lawrence A. Burns, Paul L. Fore, Thomas R. Cavinder, Herbert L. Revells, Roberta L. Farley, Thomas W. Schmidt, Kenneth R. Dugger, and James C. Higman.

### Public Health Service Medals

The PHS Distinguished Service Medal, highest in the service, was awarded to two men in EPA:

*Dr. Delbert S. Barth*, assistant surgeon general and director of NERC-Las Vegas, for outstanding work in the setting of air quality standards and in determining the health effects of pollution.

*Donald P. Dubois*, sanitary engineer director and deputy regional administrator, Region VIII, Denver, for leadership in develop-

(continued on page 8)



John M. Cunningham receives Youth Achievement Award from Mr. Train.

# Some Gains Noted for EPA Women

By Kate Stahl

## Women's Program Division

Some gains in the number and grade level of women employees were noted at the second annual Conference for EPA Women held in observance of Women's Week Oct. 15-19.

But some of these gains seem to be mere "tokenism," and much remains to be done before women's potential abilities are realized in what is still predominantly a man-supervised agency. The over-all grade structure for men and women in EPA is summarized in the adjoining table

During the first three days of the conference week in each Regional Office and Research Center, and all week at headquarters, there were individualized programs specifically addressed to the needs and concerns of women in that particular component.

### 'Examine Yourself'

Administrator Russell E. Train began the week with a statement urging EPA employees "to examine your own attitudes toward women in our work force... When you discriminate against persons because of race, religion, or sex, you violate Federal laws. And you are liable to the consequences of your actions."

The Administrator urged employees "to strip away the camouflage of lack of proper qualifications that so often masks the face of discrimination.... We can ill afford to squander talent on the basis of shabby prejudices."

The National Assembly of the conference met in Denver, Colo., Oct. 18-19 at the special invitation of Regional Administrator John A. Green. The 200 participants included Women's Program leaders from EPA headquarters, Regional Offices and NERCs, and special guests from cabinet-level Federal agencies in Denver. Speakers were Ms. Virginia Allan, Deputy Assistant Secretary of State for Public Affairs, Mr.

Green; Charles Gomez, Region VIII director, Civil Rights and Urban Affairs Division; Ms. Charlie Killian Swift, director, Women's Programs Division; and Dr. Priscilla Ransohoff, national president of Federally Employed Women (FEW).

Dr. Ransohoff stressed the importance of goal-setting by individuals. She believes that people are goal-oriented and when they do not have job objectives there is a feeling of insecurity or hopelessness. She said too often the individual wants instant goal achievement.

### Who Are Professionals?

Answering a statement of a woman in the Denver audience that secretaries are professionals and that there should not be the differential of Civil Service Commission classification between clerical-secretarial and professional, Dr. Ransohoff pointed out that "professional" means the acquiring of definite skills. She said FEW is considering recommending to the Civil Service Commission the establishment of a

certified professional secretarial rating like that established by the National Association of Secretaries. Such a rating is given when a secretary passes tests based on skills in office management, economics, business law and human relations. This rating would raise the grade ceiling and could qualify secretaries for GS-12 and 13 levels.

Continuing education programs were also emphasized, education not only for specialized disciplines but to develop perspectives and management skills. Rozanna Patane of the Women's Training and Resources Corporation, who spoke at the Headquarters special assembly Oct. 15, said the art of communication must be developed more forcefully by women. She sees many competent women severely handicapped in the business world because they are not articulating their ideas effectively.

In the area of training EPA has shown a 49 per cent increase in the number of women taking programs in fiscal 1973 over fiscal 1972. Still disappointing are the number of women who have had

## EPA Employees by Grade & Sex

(fulltime permanent positions)

Position Grade	As of June, 1971				As of June, 1973			
	Men	Women	Percent Women	Total	Men	Women	Percent Women	Total
18	4	0		4	7	0		7
17	11	0		11	26	1	4%	27
16	42	0		42	71	1	1%	72
15	347	7	2%	354	416	13	3%	429
14	407	11	3%	418	687	28	4%	715
13	720	34	5%	754	975	54	5%	1,029
12	765	67	8%	832	940	112	11%	1,052
11	554	92	14%	646	625	147	19%	772
10	17	8	32%	25	34	9	21%	43
9	288	164	36%	452	560	230	29%	790
8	75	38	34%	113	50	81	62%	131
7	358	263	42%	621	438	418	49%	856
6	92	317	78%	409	68	455	87%	523
5	289	545	65%	834	276	666	71%	942
4	147	481	77%	628	157	580	79%	737
3	65	245	79%	310	74	264	78%	338
2	22	77	78%	99	20	72	78%	92
1	13	10	43%	23	6	31	84%	37
Total	4,216	2,359	36%	6,575	5,430	3,162	37%	8,592



## Equal Chance for Jobs, Promotions Is Agency Policy

Equal opportunity for employment and advancement in EPA for all minority groups was pledged anew by Administrator Russell E. Train in a statement to all Agency employees Nov. 16.

He urged all supervisors and managers to "improve their hiring practices while maintaining high performance in the work of each organizational unit" by adopting and carrying out "affirmative action plans" to assure equal opportunity.

Equal opportunity applies, he said, not only to hiring, but also to training, upward mobility, and promotion.

grade raises or seen job restructuring as a result of advanced training.

### Four Recommendations

Four recommendations were made to help the Agency work toward equal employment rights for women.

- See that all job vacancies in program units are well posted
- See that women candidates are sought out and interviewed for these jobs
- Place women on job selection panels to assure that women candidates receive consideration
- Encourage program supervisors and administrative officers to include at least one-third women in career training programs.

Members of the Women's Programs Committee at EPA headquarters in Washington include Margaret Beason, Jacqueline Copp, Mary Cusato, Nina Dougherty, Kathie Libby, Rosanne Light, Shervonne Luck, Jill Marshall, Doris Preston, Ginger Savell, Geri Werdig, Gloria Woodard, Eloise Agee, Vermelle Jones, and Merrilee Miller.

In regional and field offices the

## Computer Helps Carpooling for EPA Employees in Washington

A computer is being used to help form more car pools among the 2,800 EPA employees in the Washington area.

The Agency should "set an example" in reducing air pollution, traffic, and energy use by encouraging car pooling, said Administrator Russell Train in a letter to all headquarters employees announcing the computer-assisted drive for more efficient home-to-work travel in congested Capital City.

Low-cost parking privileges at the Agency's offices at Waterside Mall (2,400 employees), Crystal Mall in Arlington, Va. (300 employees), and at 1835 K Street (100 employees) have long been assigned under a "point system" giving some preference to car pools. Now the point system will be altered, Train announced, to give greater weight to regular ride sharing: three employees will receive three times the points of one employee, and a four-person car pool will automatically rate a parking permit.

The computer's great memory and sorting speed helps to put potential car poolers in touch with each other.

It worked this way: on Oct. 15 all employees in the Washington area were asked to fill out questionnaires giving their home and work locations, work schedules, and whether they wished to drive in a car pool, or ride or both. Data from each questionnaire was

women's program coordinators are: Ruth Seidman, Boston; Joan Colson, New York; Ann Joseph, Philadelphia; Frances Phillips, Atlanta; Ruth Sasaki, Chicago; Diana Dutton, Dallas; Jean Crank, Kansas City; Gloria Sherman, Denver; Bobbie Batton, San Francisco; Susan Jorgenson, Seattle; Delores Platt, Cincinnati; Eleanor McDonald, Corvallis; and Anita Mullen, Las Vegas.

punched on a card for computer handling. The computer (a time-sharing facility located at the National Institutes of Health in Bethesda, Md.) printed out for each respondent a list of fellow employees from his home area having similar working hours, together with their drive-or-ride preferences.

It is up to the individuals to get in touch with each other to form the car pools voluntarily; the computer merely provides a quicker and more complete canvass of possibilities.

Approximately 60 percent of all Washington area employees filled out the questionnaire, according to Harrison Hoft of the Facilities and Support Services Division. The response rate by offices ranged from 5 to 100 percent, he said. Cards were punched as the questionnaires came in.

In mid-November more than 1,400 persons received individual printouts listing potential ride sharers, with their home addresses, offices, and phone numbers.

Hoft said a second computer run was planned for late filers.

The questionnaire also asked for information about bus riding habits and routes, and the computerized information may later be used to help obtain added public bus service or to establish bus chartering groups.

Computer-assisted car pooling is a streamlined, stepped-up version of the car-pool locator maps often used in government or industrial centers to bring riders together. A large map with a location grid is posted in a central place, and would-be car poolers put their names in pigeon holes indicating their home and work locations, hoping some like-minded fellow employee will find them.

EPA employees at Crystal Mall, Arlington, Va., are participating in a similar computer-assisted program for all the Federal agencies having offices there.

# Current Budget Is \$63 Million Over '73

EPA's final operating budget for fiscal 1974, signed late in October by President Nixon, appropriates \$52 million more than the fiscal 1973 budget.

This raises the 1974 total to \$527.2 million, compared with 1973's \$475.2 million (see adjoining table)

The Congress increased appropriations for water quality, pesticide, air quality, and noise control programs and reduced the solid waste program to \$8.7 million, excluding areawide waste management grants. Program management and Agency and regional management appropriations were increased \$12 and \$8 million respectively.

On a functional basis, the largest increases went to abatement and control operations, \$41 million, and enforcement, \$13.7 million. The research and development function was reduced by \$9.5 million.

Major items added to the budget by Congress included \$15 billion for the abatement and control of pollution from animal wastes,

transferred to the Department of Agriculture. Other additions were \$5 million each for:

- Preparation of environmental statements by EPA, required by a court ruling last spring;

- Additional research to find effective biological substitutes for chemical pesticides; and

- Funding a special study by the National Academy of Sciences of the over-all effectiveness and costs of the Nation's environmental protection programs.

A ceiling of 9,263 permanent positions in the Agency, as of the end of the fiscal year, was approved by the Conference Committee. This represents a net increase of 405 positions over the fiscal '73 ceiling.

The ceiling may be revised upward to reflect the transfer of temporary employees to permanent status, the conference report said. The committee criticized the Agency for an "apparent lack of coordination" between headquarters and Regional Offices over employment ceilings.

EPA's impact statements should be called "impact statements" and not "explanations," the conferees decided. The Senate version of the appropriation bill had used the term "environmental explanations."

In preparing impact statements on Agency actions affecting the environment, the conferees said, the EPA Administrator and the chairman of the Council on Environmental Quality should work with the Secretary of Commerce "so that the advice and recommendations of private industry, so essential to the economy and well-being of the people, will be given full consideration in the formulation of environmental policy."

If the Agency had prepared such statements in the past and had "given consideration to such things as cost to consumers and producers, our present and foreseeable energy problems would likely not be as serious as they now appear to be," the conference report said.

## EPA Budget, This Fiscal Year and Last, by Program and Function

(dollars in thousands)

Agency and Regional Management	Research and Development		Abatement and Control		Enforcement		Scientific Activities Overseas		Totals		1973	1974
	1973	1974	1973	1974	1973	1974	1973	1974	1973	1974		
Air			\$66,647	\$76,522	\$77,692	\$80,291	\$3,923	\$8,412	.	.	\$148,261	\$165,225
Water Quality			47,319	42,952	78,829	111,501	17,298	22,764	.	.	143,446	177,217
Water Supply			2,238	2,454	2,018	2,144	.	.	.	.	4,256	4,598
Solid Wastes			22,801	2,196	13,013	6,483	...	.	.	.	35,814	8,679
Pesticides			5,158	10,059	14,064	17,246	1,841	3,011	.	.	21,063	30,317
Radiation			2,447	2,142	5,164	4,855	...	.	.	.	7,611	6,997
Noise			281	497	2,445	3,472	..	20	.	.	2,726	3,989
Intermedia			14,877	14,807	9	.	.	..	.	.	14,886	14,807
Program Mgt & Support			15,453	16,087	22,855	31,801	8,959	11,574	.	...	47,267	59,462
Agency & Re- gional Mgt	\$45,890	\$53,973	.	.	.	.	.	...	.	.	45,890	53,973
Scientific Activi- ties Overseas			.	.	.	.	...	...	\$4,000	\$2,000	4,000	2,000
<b>Totals</b>	<b>45,890</b>	<b>53,973</b>	<b>177,221</b>	<b>167,716</b>	<b>216,089</b>	<b>257,794</b>	<b>32,020</b>	<b>45,781</b>	<b>4,000</b>	<b>2,000</b>	<b>475,220</b>	<b>527,264</b>

Note: Excludes construction grants, waste treatment management grants, and 1974 pay costs. Last figures of totals may not add, due to rounding.

# Many Data Systems Available To EPA People, Other Agencies

The Environmental Information Systems Directory, announced in the October issue of *Inside EPA*, is available to Agency personnel and to other Federal organizations having "environmentally related missions" in a much larger version.

This edition of the Directory lists all of EPA's administrative and management systems as well as those devoted to supporting the Agency's programs in air and water pollution control, pesticides, radiation, etc.

The administrative support data systems include all those dealing with Agency management: contracts and grants, financial records, personnel, property and supplies, library services, and similar internal matters.

There are 135 different adminis-

trative support systems listed, 99 of which are automated for computerized storage and access, and 36 manual files. They are arranged by category and indexed by subject, manager's name, and location in EPA's organization.

The data systems maintained for mission support total 127, of which 94 are automated and 33 are manual. These are generally available to State and local environmental officials and to other non-Federal research and fact-finding groups.

Copies of the directory may be obtained from Leonard Libster, Office of Planning and Management, and inquiries concerning the use of specific data collections should be addressed to him, room 3608, Waterside Mall, telephone 755-0800.



Susan Wyatt, a civil engineer in the Office of Air Quality Planning and Standards at NERC-RTP, wears jeans and hard hat in the field, like any other engineer. Recently named project officer for the Lead Emissions Task Force for stationary sources, Ms. Wyatt coordinates the activities of 13 engineers, economists, health scientists, biologists, and chemists from RTP, Regional Offices, and other Agency programs.

She works under George Walsh, assistant to the director of the Emission Standards and Engineering Division, and her job is studying lead emissions from stationary sources—principally power plants and lead smelters—to determine the most effective standards to be set. Her study, called a "preferred standards path analysis," will indicate whether or not standards for lead emissions are needed, and if so, whether the most effective regulatory action would be tied to ambient air quality measurements, new source performance, or hazardous pollutant standards.

Ms. Wyatt, 25, is a native of Lynchburg, Va., and earned a master's degree in environmental sciences and engineering at the University of North Carolina.



**BICYCLING, ANYONE?** — On fair fall days at Corvallis the bicycle racks at EPA's research center there averaged 36 bikes, according to Chris West, public affairs director, indicating that about a fourth of the NERC-Corvallis employees were preventing air pollution, saving fossil fuel, and getting healthy exercise. The girl is Carolyn Moore, Albany, college student and parttime clerk-typist.

# Awards Day Honors Given

(continued from page 3)  
ing and applying controls for air and water pollution in the region.

PHS medals for meritorious service went to the following

*Earl Anderson*, sanitary engineer director, Region I, Boston, for outstanding work in solid waste management programs in the region.

*John A. Cofrancesco*, sanitary engineer director, Office of Water Program Operations, for contributions to the development of a nationwide safe drinking water program.

*H Lanier Hickman Jr.*, director of operations, Office of Solid Waste Management Programs, for outstanding service in management

*Dr James E Martin*, scientist director, Office of Radiation Programs, for leadership in development of EPA's radiation protection standards for the uranium fuel cycle

*Dr S David Shearer*, sanitary engineer director, NERC-RTP, N.C., for initiative and leadership as director of the Quality Assurance and Environmental Monitoring Laboratory.

*Dr Jerry F Stara*, veterinary director, NERC-Cincinnati, for achievements in understanding radiation effects and toxicity in animals

## Youth Achievement Awards

*John M Cunningham*, Office of Air and Water Programs, for "key guidance" in oil spill clean-up operations on the San Juan River, Utah, early in October, 1972. Cunningham, sent to assist Region VIII personnel in handling this spill, was severely injured in a helicopter crash Oct. 18. Despite paralysis of his legs, he continues his work at OAWP headquarters

*Stephen L Griffith*, Office of Air and Water Programs, for meritorious service in developing strategy and policy in water pollution law enforcement. Griffith, a native of Washington, holds degrees from Harvard and Oxford,

speaks French and German, and is a parttime instructor at Dag Hammarskjold College, Columbia, Md

*Joseph B Handy IV*, Office of Public Affairs, for outstanding work in producing, since early in 1971, a weekly "briefing book" for the administrator and top Agency officials. This book contains digests and excerpts of newspaper and periodical news and comment, from throughout the Nation, on EPA and its programs and has provided valuable information and guidance to its readers. Publication of the briefing book every week without fail has involved much evening, holiday, and weekend work for Handy.

*James C Oberwetter*, Office of Hazardous Materials Control, for "outstanding ability to communicate and coordinate with environmental public interest groups and congressional staffs" despite the diversity and complexity of the programs covered by the OHMC

Members of the Awards Board who decided the individual and group winners from among more than 50 nominees included Alan G. Kirk, acting administrator for enforcement and general counsel; John A.S. McGlennon, Region I administrator; and the following deputy assistant administrators: Howard M. Messner, administration, Lillian D. Regelson, water planning and standards; William D. Rowe, radiation programs, and Albert C. Trakowski, research and development. Daniel C. Knapp of the Personnel Management Division is executive secretary to the board.

## Free Classes Set

Free classes in introductory and remedial typing are being offered to all EPA employees at the Waterside Mall headquarters.

Persons interested in learning new skills or brushing up on old ones are urged to visit or call Dot Jones, room 3019A, telephone 50292.

## Need Help With Public Queries? Call Your FIC

"I'd like to know what Government agency is in charge of regulating widgets."

"You don't know? What's the matter with you? You work for the Government, don't you?"

Ever had an inquiry like that? If so, you probably thought you could do one of two things. Either waste your time trying to find a widget-related agency in your directory, or hang up on the caller and make another citizen unhappy with the Federal bureaucracy

But not you can solve this kind of problem without annoying yourself or your caller. Refer callers with questions you can't answer to the Federal Information Center in their area. Thirty-six cities have local FICs and in 37 others, people can make toll-free calls to FICs through tie-lines.

Remember, information is the name of the game for the nation's FICs. Maybe they don't know any more about widgets than you do, but it's their job to find out who in the Government does.

Make a note of the phone number of the FIC that serves your area today. Who knows, maybe sometime you could use it yourself

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