

INTERNATIONAL EXCHANGES



W O R K S H O P R E P O R T

INTERNATIONAL INFORMATION EXCHANGE

U. S. ENVIRONMENTAL PROTECTION AGENCY

ENVIRONMENT CANADA



INTERNATIONAL ENVIRONMENTAL INFORMATION WORKSHOP

A three day workshop between

U.S. Environmental Protection Agency
Environment Canada

to

enable each Agency to learn about the other's
library and specialized information systems
and to develop procedures for sharing information
resources.

arranged by

U.S. ENVIRONMENTAL PROTECTION AGENCY

held

December 10 - 12, 1973
EPA Headquarters Library
Waterside Mall, S.W.
Washington, D. C.

with representatives of

Environmental Protection Agency
Office of International Activities
Library Systems Branch
Management Information and Data Systems Division

Environment Canada
Planning and Finance Service
Environmental Management Service

INTERNATIONAL ENVIRONMENTAL INFORMATION WORKSHOP

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WORKSHOP REPORT

A. SUMMARY

A joint EPA-Environment Canada Workshop was held in Washington, D.C. December 10 - 12, 1973 to explore the possibility of strengthening environmental information resources in each country by exchanging reports and by sharing specialized information services such as abstracting, translations and automated search systems. Participants in the Workshop represented international, public, management, technical information programs and the central libraries of each agency.

A review of library services and major information resources by each agency was followed by working sessions to plan administrative procedures for international exchanges of information, initially between the US and Canada to be later extended to other countries. It was agreed that the bilateral arrangements should be designed to fit within the guidelines of the International Environmental Information Referral System of the United Nations Environmental Program.

Procedures were drafted for exchanging timely information -- covering major decisions and actions which should be brought to the attention of senior officials in each country; exchanging reports published by each agency; and sharing specialized literature research services for specific problem areas. The procedures will be tested for 4 - 5 months at which time an evaluation workshop will be held in Ottawa for joint review of the exchange system. At all times the procedures are to be considered informal arrangements subject to continual revision as needed.

Other agencies concerned with environmental issues will be invited to participate in the International Exchange as soon as the initial EPA-Environment Canada system is working smoothly.

Data banks for research and monitoring are not included in this exchange since operational procedures for this type of information are quite different from reports and bibliographic services.

B. INVENTORY OF EPA INFORMATION RESOURCES

EPA information resources to be made available to Environment Canada under the International Exchange include reports issued by the Agency, specific library services, access to specialized information systems developed by the Agency in support of its own programs such as APTIC (air), SWIRS, (solid waste) and NOISE, and selected Government Printing Office serials such as the Federal Register which contain EPA standards, regulations and guidelines. Not included in the exchange are raw data banks and unpublished information.

(1) EPA REPORTS

EPA issues approximately 1,000 reports per year covering the following categories:

legislative/legal/regulatory
 management/organization
 scientific/technical
 socio-economic

and subject areas:

air	solid wastes
noise	toxic substances
pesticides	water
radiation	

Chart 1 lists the EPA Programs Areas which publish and distribute Agency reports.

Under an arrangement with the National Technical Information Service (NTIS) EPA reports are processed to produce (i) microfiche of the reports, (ii) a catalog containing abstracts and indexes to the microfiched reports and, (iii) computer tapes of the abstracts and indexes. The first issue of the catalog, entitled "EPA Reports Bibliography", contains approximately 4,000 abstracts. A supplement to be issued in June, 1974 will bring the number of EPA reports in this system to 7,000. Additional publications, not included in the microfiche collection, available under the International Exchange are:

Federal Register - Standards and Regulations
 Public Information - Brochures and Newsletters
 Agency Annual Reports

CHART 1 PROGRAM AREAS PUBLISHING EPA REPORTS

PROGRAM AREA	DISTRIBUTION UNIT	NAME	FREQUENCY
LEGISLATION	FIELD SERVICES DIVISION	<u>COMPILATION OF EPA LEGAL AUTHORITY</u>	ADJOURNMENT OF CONGRESS
LEGISLATION		CONGRESSIONAL DOCUMENTS AND REPORTS	ADJOURNMENT OF CONGRESS
INTERNATIONAL ACTIVITIES	DIVISION OF VISITOR AND INFORMATION EXCHANGE	SUMMARIES OF FOREIGN GOVERNMENT ENVIRONMENTAL REPORTS	MONTHLY
FEDERAL ACTIVITIES		<u>ENVIRONMENTAL PROTECTION IN FEDERAL ACTIVITIES</u>	CONTINUALLY
PUBLIC AFFAIRS	COMMUNICATIONS SERVICES	ALL GENERAL PUBLICATIONS	
GRANTS	GRANTS INFORMATION BRANCH	<u>GRANTS AWARDS LIST</u>	SEPTEMBER DECEMBER MARCH
NOISE	PUBLICATION SERVICE	ALL PUBLICATIONS	AS AVAILABLE
NOISE	NOISE INFORMATION SERVICE (NOISE)		
PESTICIDES	PESTICIDES REGULATION DIVISION		
RADIATION	FIELD OPERATIONS DIVISION	<u>RADIATION DATA AND REPORTS</u>	MONTHLY
SOLID WASTE	TECHNICAL INFORMATION	ALL PUBLICATIONS	AS AVAILABLE
SOLID WASTE	SOLID WASTE INFORMATION RETRIEVAL SYSTEM (SWIRS)		
RESEARCH AND DEVELOPMENT	RESEARCH INFORMATION DIVISION	<u>BIBLIOGRAPHY OF WATER QUALITY RESEARCH REPORTS</u>	SEMIANNUALLY
RESEARCH AND DEVELOPMENT	RESEARCH INFORMATION DIVISION	<u>NEW RESEARCH AND MONITORING REPORTS</u>	8 10 PER YEAR
RESEARCH AND DEVELOPMENT	ENVIRONMENTAL STUDIES DIVISION		REPORTS AS AVAILABLE
RESEARCH AND DEVELOPMENT	TECHNOLOGY TRANSFER	NEWSLETTERS TRAINING MANUALS	AS DEVELOPED
		AIR POLLUTION ABSTRACTS	MONTHLY
AIR	AIR POLLUTION TECHNICAL INFORMATION CENTER (APTIC)	CUMULATIVE SUBJECT AND AUTHOR INDEX	SEMIANNUALLY
		SPECIALIZED BIBLIOGRAPHIES	5 PER YEAR
AIR	TECHNICAL PUBLICATIONS BRANCH	TECHNICAL PUBLICATIONS	AS AVAILABLE
WATER	NON POINT SOURCES CONTROL BRANCH		AS AVAILABLE
WATER	PROGRAM OPERATIONS BRANCH - WATER SUPPLY DIVISION		AS AVAILABLE

(2) EPA LIBRARY SERVICES

The EPA Library System is a nationwide network of 28 libraries comprising the Headquarters Library in Washington, Regional Office Libraries located in ten major cities across the country and 17 libraries associated with the four National Environmental Research Centers.

The overall Library System is designed so that all book and journal holdings, both general and special collections, are available throughout the agency under inter-library transfers. Computerized book catalog and journal holdings files allow nationwide access to all references irrespective of where the collections are located.

The integrated library system is backed by centralized support services including:

Centralized Book Buying Contract. Through this contract all libraries order books from a single vendor, taking advantage of discounts and simplified ordering procedures.

Centralized Journal Buying Contract. Similar to the book contract, with service charges to cover computer control of the orders, establishment of common expiration dates, multiple year subscriptions, and provisions of renewal review reports.

Journal Holdings. All journal titles and range of years covered in each collection throughout the Library System are computerized and distributed to all librarians for use in inter-library loans.

Book Holdings. The Book Holdings file permits immediate cataloging of any items already in the system, selected buying programs and the elimination of card catalogs. This file and the Journal Holdings file provide for shared holdings of required older material.

Translations. Interagency agreements are signed with the National Science Foundation, the State Department, and the Department of Commerce for translation services. Several private contractors are also used particularly for scientific and technical materials.

The primary library service available to Environment Canada and other national environmental agencies, under the International Exchange is the regular transmittal of EPA reports on microfiche with corresponding indexes. Book and Journal Holdings files are also available for prospective exchange of duplicate copies of purchased materials.

Following is a summary description of the computer hardware and computer software used in the development and maintenance of EPA's Library and International Activities' systems.

SOFTWARE

Wylbur -- Serves as a text editor and remote job entry facility. Through use of Wylbur one can create, modify, store and retrieve text. Text can take the form of a computer program, structured data master file, or free text.

I.R.S. -- Inquiry and Reporting System. A data retrieval and report generation package. This provides a fast, efficient and simple technique for extracting information from computer files, performing basic data processing functions and producing the desired form of output.

HARDWARE

Information systems in EPA are available in hardware possessing the following characteristics:

1. IBM 360/370 main frames
2. Extensive telecommunications and remote job entry facilities linking EPA points throughout the United States to IBM Computer Systems.
3. UNIVAC 1110
4. Datagraphics 4400 COM unit

(3) COMPUTER LITERATURE SEARCH SERVICES

The Central Technical Library in Cincinnati, which is the EPA Library focal point for scientific and technical literature, integrates traditional services with computers to locate literature references quickly. Computerized abstracts and bibliographic references not only supplant time consuming manual searches but, combined with microfiche and microfilm of source documents, give each library, regardless of size, access to millions of documents.

Chart 2 lists the automated data bases available through the Central Technical Library, including the subject area information services managed by EPA itself, several services belonging to other government agencies available to EPA through interagency agreements managed by the Headquarters Library and commercial information systems which provide services to EPA under contracts monitored by the Central Technical Library.

Under the International Exchange only searches on EPA systems can be made without cost. For access to non-EPA data bases, both other government and commercial, arrangements must be arranged directly with the supplier.

(4) SPECIALIZED INFORMATION CENTERS

The EPA automated data bases listed are part of the specialized information centers operated by EPA in support of its mission. Each of these is designed to meet the information needs of EPA in its regulatory function as well as its research and development programs. Chart 3 lists the centers and briefly describes their functions.

Note: More detailed descriptions of EPA information resources mentioned in this report can be found in the following documents:

Environmental Information Systems Directory - June 1973

A Description of the Environmental Protection Agency's
In-House Library Systems - February 1974

A User's Guide to the Environmental Protection Agency
Library System - October 1972

International Documents Exchange Program

National Technical Information Service Folder

CHART 2 - COMPUTER LITERATURE SEARCH SERVICES

DATA BASES	
ENVIRONMENTAL PROTECTION AGENCY	<ol style="list-style-type: none"> 1. SOLID WASTE INFORMATION RETRIEVAL SERVICES (SWIRS) 2. AIR POLLUTION TECHNICAL INFORMATION CENTER (APTIC) 3. ANALYTICAL METHODOLOGY INFORMATION CENTER (AMIC) 4. ENVIRON 5. NOISE 6. PESTICIDES INFORMATION CENTER (PIC)
OTHER GOVERNMENT AGENCIES	<ol style="list-style-type: none"> 1 EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC) OFFICE OF EDUCATION 2 MEDLINE (NATIONAL LIBRARY OF MEDICINE) 3. TOXLINE - INCLUDES HEALTH EFFECTS OF ENVIRONMENTAL POLLUTANTS, HEALTH ASPECTS OF PESTICIDES BULLETIN, HAYES FILE (NATIONAL LIBRARY OF MEDICINE) 4. SCIENCE INFORMATION EXCHANGE (SIE) 5. CAIN (NATIONAL AGRICULTURAL LIBRARY) 6. NATIONAL TECHNICAL INFORMATION SERVICE (NTIS) 7 BUREAU OF SPORTS FISHERIES AND WILDLIFE, DEPARTMENT OF INTERIOR 8. OAK RIDGE NATIONAL LABORATORY 9 NUCLEAR SCIENCE ABSTRACTS (ATOMIC ENERGY COMMISSION) 10 WATER RESOURCES SCIENTIFIC INFORMATION CENTER (WRSIC) (DEPARTMENT OF INTERIOR)
COMMERCIAL	<ol style="list-style-type: none"> 1 CHEMICAL ABSTRACTS CONDENSATES 2 COMPENDEX (ENGINEERING INDEX) 3 BIOLOGICAL ABSTRACTS 4. CHEMICAL TITLES 5 CHEMICAL-BIOLOGICAL ACTIVITIES 6 BIORESEARCH INDEX 7 TOXITAPES 8. SPIN (PHYSICS) 9. ISI (INSTITUTE FOR SCIENTIFIC INFORMATION) 10. PANDEX 11 GEOPHYSICAL ABSTRACTS 12. GEOREF 13 BIBLIOGRAPHY OF NORTH AMERICAN GEOGRAPHY 14 PSYCHOLOGICAL ABSTRACTS

CHART 3 - SPECIALIZED EPA INFORMATION CENTERS

	AIR POLLUTION TECHNICAL INFORMATION CENTER (APTIC)	SOLID WASTE INFORMATION RETRIEVAL (SWIRS)	NOISE INFORMATION SERVICE (NOISE)	PESTICIDES INFORMATION CENTER (PIC)	ANALYTICAL METHODS INFORMATION SYSTEM (AMIC)
DATE ESTABLISHED	1966	1967	1972	1973	1971
NUMBER PERIODICALS COVERED	7,000	700		500	CURRENT LITERATURE
NUMBER ENTRIES AS OF 7-1-72	48,000	18,000	1,000	30,000	5,000
SOURCE	PERIODICALS PATENTS GOVERNMENT REPORTS RESEARCH REPORTS	PERIODICALS PATENTS CONFERENCE PAPERS	TECHNICAL NOISE DOCUMENTS	PERIODICALS RESEARCH REPORTS	RESEARCH PUBLICATIONS
PURPOSE	COLLECT DISSEMINATE TECHNICAL INFORMATION ON AIR QUALITY AND AIR POLLUTION PREVENTION AND CONTROL	COLLECT DISSEMINATE TECHNOLOGICAL INFOR- MATION RELEVANT TO DEVELOPMENT OF SOLID WASTE MANAGEMENT	COLLECT DISSEMINATE TECHNICAL NOISE INFOR- MATION	COLLECT DISSEMINATE TECHNICAL PESTICIDES INFOR- MATION	COLLECT DISSEMINATE INFORMATION ON WATER AND WASTE WATER ANALYTICAL METHODOLOGY
SERVICES	SEARCHES BIBLIOGRAPHIES MONTHLY ABSTRACT BULLETINS	SEARCHES TRANSLATIONS	SEARCHES	SEARCHES BIBLIOGRAPHIES BULLETINS	SEARCHES TRANSLATIONS MONTHLY BULLETINS REVIEWS RESEARCH PROJECTS
COMPUTER SYSTEM HARDWARE	IBM 360/50	IBM 370/165	IBM 360/65/50	IBM 370/165	CDC 6400
SOFTWARE	ASSEMBLY LANGUAGE COBOL LANGUAGE	WYLBUR	STIMS/RECON ASSEMBLY LANGUAGE	WYLBUR INQUIRY AND REPORTING SYSTEM	FORTRAN LANGUAGE
CONTRACTOR			INFORMATICS, INC	FRANKLIN INSTITUTE	BATTELLE COLUMBUS LABORATORIES

C. INVENTORY OF ENVIRONMENT CANADA INFORMATION RESOURCES

DOE Information resources to be made available to EPA under the exchange include reports issued by the Department, access to DOE Library facilities including automated literature search services available to the Department and publications such as Hansard (Report of Parliamentary Debates), the Canada Gazette and other documentation which contain DOE regulations, standards and guidelines. Not included in the exchange are unpublished information and commercial or other data banks for which the Department is not fully responsible.

(1) DOE REPORTS

List of Departmental Publications

The responsibilities of the Department of the Environment are set out below. Particular attention will be given to ensuring that priority is given in the exchange to reports, etc., that fall within mutual areas of responsibility of the two agencies.

Particular subject areas include air, water and soil quality and programs designed to promote the establishment or adoption of objectives or standards relating to environmental quality or pollution control and to promote and encourage the institution of practices and conduct leading to the better protection and enhancement of environmental quality.

To promote awareness of Departmental publications as an integral part of its publishing system, Environment Canada is initiating an up-to-date list of its publications, fact sheets, and other significant materials. Entries are arranged by Departmental service and by subject, giving bibliographic details, availability, price, source of supply, and the address and telephone number of each contributor. The listing, to be updated periodically, will inform users of activity in the Canadian environmental sphere, put people in touch with one another, prevent duplication of work, provide a forum for cooperative efforts, invite feedback, and stimulate further creative activity.

Distribution of the list extends to contributors, federal and provincial Departments, educational institutions, libraries and citizens' groups. Copies are available upon request.

DOE Library Services

The Environment Canada library system is a network of 40 libraries with Headquarters in Ottawa. The regional libraries contain highly specialized collections, such as Forestry, Fisheries, Meteorology (Atmospheric Environment), Oceanography and so forth.

The Headquarters Library in Ottawa collects material in all areas of Departmental research activity, and offers the following services to regions.

1. Acquisitions of materials

"On demand" basis. If regional libraries can obtain material faster from local suppliers, they are free to do so.

2. Central serials acquisitions and routing service

This service provides computer controlled orders, renewals and/or routing of unique subscriptions located in Headquarters.

3. Accession Lists, with cataloging information

(Card-sets provided on request)

4. Translation listings and exchanges

Foreign language translations are handled by the Secretary of State's Multilingual Division, and reported to the National Science Library. Free copies are sent on request or on an exchange basis.

COMPUTER LITERATURE SEARCH SERVICES

On-Line Literature Retrieval

1.1 Environment Canada

WATDOC - Water resources Document Reference Centre operated by the Inland Waters Directorate, Environmental Management Service, Environment Canada.

The Centre is the custodian for two data bases, Environment and News, which are accessed through the QUIC/LAW on-line retrieval system.

- ENVIRONMENT - This data base contains references to over 11,000 documents, mainly Canadian, on water resources related topics. In addition to the normal bibliographic information, the references also contain by words, various searchable codes, and an abstract. The data base is growing at approximately 600 references per month.
- NEWS - This is an indexed file of over 25,500 news clippings on water resources topics selected from all Canadian newspapers from May, 1970. Each reference contains a on-line summary of the article, the location of the story by Province, and the accession number of the clipping in WATDOC's files. The data base is growing at approximately 600 references per month.

1.2 Other Government Agencies

REVISED STATUTES OF CANADA - A consolidation by the Department of Justice of the Federal Statutes of January, 1973 excluding treaties and constitutional acts. This is a full text data base accessed via the QUIC/LAW system (see WATDOC above).

PIP (Pollution Information Project) - This data base consolidates references to pollution -- relevant articles selected by the National Science Library from four U.S. commercial tape services: Institute for Scientific Information, Science Citation Index; Chemical Abstracts Condensates; Engineering Index; and Biological Abstracts. In addition to the normal bibliographic information, these references contain either keywords or a short abstract, depending upon the tape service from which they were selected. The data base contains over 130,000 references from September, 1968 and is accessed through the QUIC/LAW system.

CAN/OLE (Canadian On Line Enquiry) - This is a new system developed by the National Science Library which will be available in February, 1974. It will provide access to four commercial tape services which together comprise about 2,000,000 references. These include Compendex (Computerized Engineering Index) and Inspec (Information Service in Physics, Electrotechnology, Computers and Control) references dating from January, 1970, as well as Biological Abstracts Previews and Chemical Abstracts Condensates references dating from mid-1972.

1.3 Supporting Computer System

- QUIC/LAW - This on-line retrieval system was developed at Queen's University, Kingston, Ontario to search large full-text data bases. It is operated by Q/L Systems, Inc. and is implemented on an IBM 360/65 at the University of Ottawa. The software is written in 360 Assembler language; the system supports IBM 3270 type high speed CRT terminals, as well as low speed terminals.
- CAN/OLE - operates under TSS (Time Sharing System) implemented on the National Research Council's IBM 360/67. The system can be accessed by various low speed (10-30 char./sec.) terminals.

2. ADDITIONAL SYSTEMS - ENVIRONMENT CANADA

- KEYWORD - INDEX - the Computing and Applied Statistics Directorate, Planning & Finance Service, operates several keyword index programs for libraries and other organizations in the Department. These systems use the mark IV file retrieval language and run in batch mode on a local service bureau (Computer Systems 370/165).
- EMERGENCY EQUIPMENT LOCATOR SYSTEM - operated by the Environmental Emergencies Branch, Environmental Protection Service. This on-line system provides information on the type and location of equipment available for use at the site of an environmental emergency for which the latitude and longitude are supplied as input. It is implemented in APL using I.P. Sharp's time sharing service (IBM 370/145).

D. INTERNATIONAL EXCHANGE OF ENVIRONMENTAL INFORMATION

(1) INTERNATIONAL DOCUMENTS EXCHANGE PROGRAM

This Workshop is an extension of the EPA Documents Exchange Program initiated in 1972 to provide national agencies in other countries with EPA documents in exchange for foreign government environmental documents.

Under the Documents Exchange, EPA is assembling a reference collection of foreign documents related to pollution control systems -- regulatory, management and technological. Accompanied by translation services and a computerized search system, this information resource will supplement and enhance direct interchange via letter and visits. Each national environmental center contributing to the EPA collection receives all EPA reports on microfiche for replication and further distribution within that country.

Exchange agreements are underway with the 20 countries and 6 international organizations listed in Chart 4 with 19 agreements pending. The agreements are informal, generally an exchange of letters between the Administrator of EPA or his representative, and his counterparts in other countries. To date almost 4,000 EPA reports have been sent to each of the participating countries at a cost to EPA of less than \$800.00 per country. Use of microfiche permits the foreign centers to replicate the reports for further distribution to user groups in that country at a relatively low cost -- less than 20 cents per report.

Under the exchange agreements, EPA has received to date about 1,200 foreign documents related to environmental programs and regulatory systems in other countries. The collection, located in the reference section of the EPA Headquarters Library, is available for use by EPA staff and others. Within the next year the collection should include copies of national environmental policy and legislative reports from all countries, and numerous documents describing regulatory and management systems in these countries. A special effort will also be made to collect economic impact studies.

English language summaries of the documents, prepared by the Library of Congress under an inter-agency agreement, are published in a bulletin entitled "Summaries of Foreign Government Environmental Reports." English language summaries of foreign documents provide highlights of trends toward national environmental regulatory controls in other countries as well as profiles of their management approach to environmental assessment and pollution control.

**CHART 4 - INTERNATIONAL DOCUMENTS EXCHANGE
PARTICIPATING ORGANIZATIONS**

As of (March 1974)

AFRICA	KENYA	National Environmental Secretariat	
	KUWAIT	Human Environment Project Ministry of Public Health	
ASIA	CHINA (TAIWAN)	Council for International Economic Cooperation and Development	
	INDIA	National Committee for Environmental Planning and Coordination	
	IRAN	Department of Environmental Conservation	
	ISRAEL	Environmental Protection Service	
	JAPAN	Environment Agency	
	KOREA	Atomic Energy Research Institute	
	NEW ZEALAND	Department of Environment	
	AUSTRALIA	AUSTRALIA	Department of Environment and Conservation
EUROPE	AUSTRIA	Ministry for Health and Environmental Protection	
	BELGIUM	Ministry of Public Health and the Family	
	DENMARK	Environmental Protection Agency	
	FINLAND	Environmental Council	
	FRANCE	Ministry for Protection of Nature and the Environment	
	GERMANY	Ministry of the Interior	
	GREAT BRITAIN	Department of the Environment	
	MALTA	Human Environment Council	
	NETHERLANDS	Ministry of Public Health and Environmental Hygiene	
	POLAND	Ministry of Environmental Protection	
	SWEDEN	National Environmental Protection Board	
	SWITZERLAND	Federal Office of Environmental Protection	
	NORTH AMERICA	CANADA	Environment Canada
		MEXICO	Subsecretariat of Environmental Protection Secretariat of Health and Welfare
SOUTH AMERICA	BRAZIL	Institute of Sanitary Engineering	
INTERNATIONAL ORGANIZATIONS		Commission of European Communities	
		Organization for Economic Co-operation and Development	
		Pan American Health Organization	
		Pan American Center for Engineering and Environmental Sciences	
		United Nations Environment Program	
	United Nations Industrial Development Organization		

A world-wide bibliography on environmental law now in process will be followed by bibliographies of reports related to the organization and management of national environmental programs and economic impact studies.

(2) UN ENVIRONMENTAL INFORMATION PROGRAM

Under the United Nations Environmental Program, an International Referral System (IRS) is being developed to link users with information sources throughout the world. As presently conceived, the IRS will operate as a switchboard between prospective information users in one country and groups in other countries which can provide the needed information. Names and addresses of information systems used by the IRS will provide a directory of the world's major environmental information resources.

Both the USA and Canada participated in the 70 country demonstration of the proposed system during the June 1973 meeting of the UNEP Governing Council. Bilateral arrangements such as the EPA-Environment Canada Exchange should strengthen the overall UN effort by expanding national collections of source documents and by facilitating the flow of information among countries.

(3) ROLE OF THE NATIONAL TECHNICAL INFORMATION SERVICE (NTIS)

The National Technical Information Service (NTIS) is the designated government source for the processing, announcing and selling of scientific and technical reports issued by the Federal Government and its contractors and grantees. The broad interpretation of scientific and technical allows for the inclusion of economic, socially relevant and administrative information.

Under an interagency agreement, copies of EPA's reports are sent to NTIS for processing, microfiching, announcement and sale. The agreement also provides for the preparation of a separate EPA computer tape file containing the bibliographic information and an abstract on each report. A printed bibliography is generated along with title, personal author, corporate author, subject, contract number and report numbers indexes.

All EPA reports are announced in the weekly announcement bulletin Environmental Pollution and Control. The separate EPA reports tape is included in the subscription sales of NTIS computer tapes, now received by approximately 10 foreign countries.

Microfiche copies of all EPA reports are sent to all EPA libraries and to each of the foreign environmental agencies with which EPA has an exchange agreement. NTIS will be selling the Summaries of Foreign Government Environmental Reports and specialized bibliographies as they are issued. Foreign reports received by EPA will also be processed, microfiched and made available through NTIS.

Individuals and organizations may use NTIS to acquire EPA reports. As discussed earlier, NTIS provides complete sets of EPA reports on microfiche to all participating foreign environmental organizations. Each of these organizations also receives a copy of the EPA Reports Bibliography and its supplements which can be used as indexes to the collection. In addition, each organization receives a set of a subject and title index and corresponding abstracts on microfiche. Any environmental organizations in countries which subscribe to the NTIS computer tape files also has access to these tapes for purposes of literature searches or the generation of specialized listings.

Through NTIS, U.S. individuals and organizations will have access to items received from other countries and listed in the monthly Summaries of Foreign Government Environmental Reports, exchange items and translations as they are completed and provided NTIS by EPA.

E. PROCEDURES FOR EXCHANGE OF INFORMATION

The primary purpose of the Workshop was to develop an overall administrative framework within which the two agencies could exchange information and share specialized services.

Procedures were drafted for the selection, transmittal and other administrative aspects of exchanging information, including payment of associated costs if applicable, to implement three categories of information exchange:

- (1) Exchange of timely information - covering major actions and decisions taken by each agency, changes in senior staff, new programs and other events of interest to officials in each country.
- (2) Exchange of reports - including all documents published by each agency to be made available either in microfiche or hard copy in subject areas of mutual concern.
- (3) Sharing specialized literature search services - giving each agency access to the others abstracting, bibliographic and translation services an effort to pool, rather than duplicate, literature holdings and costs of providing specific search services.

The workshop participants divided into three groups as shown in Chart 5 to draft exchange procedures and to assume responsibility for coordinating the implementation of each procedure.

It was decided that the initial arrangements would be limited to EPA and Environment Canada. Other national agencies concerned with environmental problems will be invited to participate in the exchange program at a later date. A joint meeting involving all interested agencies should be held within a year to extend the exchange arrangement from an agency to agency to a bi-national basis.

Following are the three draft procedures, each of which will be tested for 4 - 6 months with continual revision as required. Chart 6 gives the overall timetable for implementing the exchange. It was decided that within six months a follow-up workshop should be held to review problems of implementing the procedures, with revisions adopted as needed, and to evaluate the usefulness to each agency of information being exchanged.

CHART 5 - COORDINATORS FOR EXCHANGE IMPLEMENTATION

	ENVIRONMENTAL PROTECTION AGENCY	ENVIRONMENT CANADA
OVERALL COORDINATOR	KATHLEEN CARSON INTERNATIONAL DOCUMENTS EXCHANGE COORDINATOR	PETER WILSON BILATERAL RELATIONS BRANCH
GROUP 1 - TIMELY INFORMATION	DOLORES GREGORY DIRECTOR DIVISION OF VISITOR AND INFORMATION EXCHANGE LIAISON -- GIL KULICK OFFICE OF ENVIRON- MENTAL AFFAIRS DEPARTMENT OF STATE	PETER WILSON BILATERAL RELATIONS BRANCH DARRELL EAGLE DIRECTOR INFORMATION SERVICES LIAISON -- RAYMOND ORR FIRST SECRETARY (SCIENTIFIC) CANADIAN EMBASSY
GROUP 2 - REPORTS	SARAH THOMAS CHIEF LIBRARY SYSTEMS	AGATHA BYSTRAM DEPARTMENTAL LIBRARIAN BURNIE BRULE POLICY PLANNING AND EVALUATION DIRECTORATE
GROUP 3 - LITERATURE SEARCHES	NEIL HALEY CHIEF MANAGEMENT INFORMATION SYSTEMS BRANCH	MARCEL MERCIER WATER RESOURCES DATA ENVIRONMENTAL MANAGEMENT SERVICE FRED HARENDEN COORDINATOR COMPARED AND APPLIED STATISTICS

CHART 6 - IMPLEMENTATION PLAN FOR EXCHANGE PROCEDURES

DECEMBER 1973	WORKSHOP TO ACQUAINT EACH AGENCY WITH OTHER'S LIBRARY AND SPECIALIZED INFORMATION SYSTEMS AND TO RECOMMEND JOINT ACTION FOR SHARING RESOURCES
JANUARY 1974	WORKSHOP REPORT INCLUDING RECOMMENDED PROCEDURES DRAFTED AND REVIEWED BY ALL PARTICIPANTS
FEBRUARY 1974	FINAL REPORT SUBMITTED TO APPROPRIATE OFFICIALS IN EACH AGENCY. INITIATE PILOT PHASE OF EXCHANGE PROCEDURES
MARCH - MAY 1974	TEST PROCEDURES BY EXCHANGE OF REPORTS AND BY RESPONDING TO EACH OTHER'S SPECIFIC LITERATURE SEARCH REQUESTS
MID - MAY 1974	FOLLOW-UP WORKSHOP HELD IN OTTAWA TO EVALUATE EXCHANGE PROGRESS AND REVISE PROCEDURES AS REQUIRED.
JUNE - DECEMBER 1974	TEST REVISED PROCEDURES. ADOPT FINAL STANDARD PROCEDURES
DECEMBER 1974	WORKSHOP TO INCLUDE OTHER NATIONAL AGENCIES WISHING TO PARTICIPATE IN EXCHANGE

PROCEDURE #1 - EXCHANGE OF TIMELY INFORMATION

	Environmental Protection Agency	Environment Canada
<i>Coordinators:</i>	Dolores Gregory Director Division of Visitor & Information Exchange Office of International Activities	Darrell Eagles Director Information Branch
	<i>Liaison:</i> Gil Kulick Office of Environmental Affairs Department of State	
	Raymond Orr First Secretary (Scientific) Embassy of Canada	
<i>Objectives:</i>	To keep each agency informed of trends and developments of interest to senior officials - including policy statements, new legislation, new program directions and changes in organization and key staff positions.	
<i>Definitions:</i>	Timely information - a decision or action which has international implications, or national policy and management developments of interest to other countries. Examples of timely information include:	
	Federal Register or Canada Gazette notices which announce guidelines standards, regulations.	
	Bills and reports of testimony on legislation, including both new laws and proposed revisions to existing statutes.	
	Press releases announcing major organizational or staff changes, as well as policy initiatives.	
	Brochures announcing new programs.	

Environmental assessments of major projects of international interest.

Economic analyses which reveal significant impact of environmental control on industrial or commercial sectors.

Transmittal:

Frequency:

Significant events to be communicated immediately, with a summary of all timely events sent monthly.

Channels:

Agency to agency between coordinators with copies to Canadian Embassy in Washington, Department of State and American Embassy in Ottawa.

PROCEDURE #2 - EXCHANGE OF DOCUMENTS

	Environmental Protection Agency	Environment Canada
<i>Coordinators:</i>	Sarah Thomas Chief Library Systems Branch	Aqatha Bystram Departmental Librarian
<i>Objectives:</i>	To provide each agency with a copy of the other agency's reports and report tools.	
<i>Definitions:</i>	<p>Exchange documents will include the following categories:</p> <p>legal/legislative/regulatory planning/management scientific/technical socio-economic</p> <p>and the following subject areas:</p> <p>air noise pesticides solid waste management toxic substances water</p> <p>Report tools include accession lists, translation lists, bibliographies, catalogues, indexes and abstracts.</p>	
<i>Transmittal:</i>		
<i>Frequency:</i>	EPA reports will be transmitted quarterly. Environment Canada reports will be transmitted bimonthly.	
<i>Channels:</i>	Reports will be transmitted to agency coordinators by the Scientific Attache in the Canadian Embassy in Washington.	
<i>Format:</i>	EPA reports will be on microfiche. Environment Canada reports will be in hard copy.	

PROCEDURE #3 - LITERATURE SEARCHES

	Environmental Protection Agency	Environment Canada
<i>Coordinators:</i>	Neil Haley Chief Management Informa- tion Systems Branch Management Information and Data Systems Div.	Marcel Mercier Environmental Management Service DOE
<i>Objectives:</i>	Provide each Agency with access to the other's specialized information services.	
<i>Definitions:</i>	Literature searches will be provided in the following subject areas:	
	<ul style="list-style-type: none"> air noise pesticides solid waste water 	
<i>Transmittal:</i>	Telephone - mail	
<i>Frequency:</i>	As required	
<i>Channels:</i>	EPA's Office of International Activities and Environment Canada's Bilateral Relations Branch will be responsible for initiating procedures and establishing points of contact in order that requests for searches can be carried out directly between users.	
<i>Format:</i>	To be determined.	

INTERNATIONAL ENVIRONMENTAL INFORMATION WORKSHOP

*U.S. ENVIRONMENTAL PROTECTION AGENCY
ENVIRONMENT CANADA*

*December 10 - 12, 1973
EPA Headquarters
Washington, D. C.*

PROGRAM SUMMARY

Monday, December 10

INVENTORY OF EPA INFORMATION RESOURCES

*INVENTORY OF ENVIRONMENT CANADA INFORMATION
RESOURCES*

Tuesday, December 11

INTERNATIONAL EXCHANGE OF ENVIRONMENTAL INFORMATION

- EPA's International Documents Exchange Program

- United Nations Environmental Information Program

*TOUR AND DEMONSTRATION OF EPA LIBRARY AND
INFORMATION PROCESSING OPERATIONS AND EQUIPMENT*

Wednesday, December 12

*JOINT DRAFTING SESSION ON PROCEDURES FOR EXCHANGE
OF INFORMATION*

Working Group 1 - Exchange of Timely Information

Working Group 2 - Exchange of Documents

*Working Group 3 - Sharing Literature Search
Service and Source Materials*

*TOUR OF NATIONAL TECHNICAL INFORMATION SERVICE
(NTIS)*

INTERNATIONAL ENVIRONMENTAL INFORMATION WORKSHOP

AGENDA

*Monday***INTRODUCTIONS****INVENTORY OF EPA INFORMATION RESOURCES**

<i>EPA Specialized Information Services</i>	<i>Neil Haley</i>
<i>EPA Library System</i>	<i>Sarah Thomas</i>

**INVENTORY OF ENVIRONMENT CANADA
INFORMATION RESOURCES**

<i>Water Resources Data Systems</i>	<i>Marcel Mercier</i>
<i>Environment Canada Library System</i>	<i>Agatha Bystram</i>
<i>Public Information</i>	<i>Darrell Eagles</i>

*Tuesday***MUTUAL ENVIRONMENTAL INFORMATION AREAS**

<i>EPA Subject Areas</i>	<i>Dolores Gregory</i>
<i>Environment Canada Subject Areas</i>	<i>Peter Wilson</i>

EPA'S INTERNATIONAL DOCUMENTS EXCHANGE PROGRAM	<i>Kathleen Carson</i>
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PROGRESS AND DIRECTION OF THE UNITED NATIONS ENVIRONMENTAL PROGRAMS' INTERNATIONAL REFERRAL SYSTEM	<i>Melvin Day</i>
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TOUR OF EPA LIBRARY AND INFORMATION PROCESSING FACILITIES	<i>Sarah Thomas</i>
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DEMONSTRATION OF INFORMATION PROCESSING OPERATIONS AND EQUIPMENT	<i>Lester Needle</i>
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*Wednesday***JOINT DRAFTING SESSION ON PROCEDURES FOR
EXCHANGE OF INFORMATION**

Working Group 1 - EXCHANGE OF TIMELY INFORMATION

Working Group 2 - EXCHANGE OF DOCUMENTS

*Working Group 3 - SHARING LITERATURE SEARCH SERVICES
AND SOURCE MATERIALS*

**TOUR OF NATIONAL TECHNICAL INFORMATION SERVICE (NTIS)
Springfield, Virginia**

WORKSHOP PARTICIPANTS

CANADA

ENVIRONMENT CANADA

Planning and Finance Service

*Peter Wilson
Bilateral Relations Branch*

*Bernie Brule
Policy Planning and
Evaluation Directorate*

*Agatha Bystram
Departmental Librarian*

*Darrell Eagles
Director
Information Branch*

*Fred Harnden
Coordinator
Computing and Applied
Statistics*

Environmental Management Service

*Marcel Mercier
Water Resources Data Systems*

EMBASSY OF CANADA

*Raymond Orr
First Secretary (Scientific)*

USA

ENVIRONMENTAL PROTECTION AGENCY

Office of Planning and Management

*Sarah Thomas
Chief
Library Systems Branch*

*Neil Haley
Chief
Management Information Systems
Branch*

*Lester Needle
Systems Analyst
Management Information and
Data Systems Division*

Office of International Activities

*Dolores Gregory
Director
Division of Visitor and
Information Exchange*

*Kathleen Carson
International Documents Exchange
Coordinator*

NATIONAL LIBRARY OF MEDICINE

*Melvin Day
Deputy Director
(U.S. Delegate to the Ad Hoc
Planning Committee for the
International Referral System
of the United Nations
Environmental Program)*

DEPARTMENT OF STATE

*Gil Kulick
Office of Environmental Affairs
Bureau of International Scientific
and Technological Affairs*