

AGENDA
U.S. ENVIRONMENTAL PROTECTION AGENCY (EPA)
e-MANIFEST ADVISORY BOARD PUBLIC MEETING

April 14 - 16, 2020

DOCKET NUMBER: EPA-HQ-OLEM-2020-0075

LOCATION: Virtual meeting to be conducted online and over the phone

VIRTUAL MEETING ACCESS INSTRUCTIONS ARE LOCATED HERE:

[https://www.epa.gov/sites/production/files/2020-04/documents/public_adobe_connect_instructions_for_april_14-16_2020_e-manifest advsiory_board_meeting .pdf](https://www.epa.gov/sites/production/files/2020-04/documents/public_adobe_connect_instructions_for_april_14-16_2020_e-manifest_advsitory_board_meeting_.pdf)

e-Manifest Advisory Board to Address – “*Re-engineering Electronic Signatures for Generators and Transporters to Increase Adoption of Electronic Manifest.*” Please note that all times are approximate (see note at end of agenda).

<p>Day 1 Tuesday April 14, 2020</p>

10:00 A.M. (ET) Opening of Meeting and Administrative Procedures – Fred Jenkins, Ph.D., Designated Federal Officer, Office of Land and Emergency Management (OLEM), Office of Resource Conservation and Recovery (ORCR)

10:05 A.M. Introduction and Identification of Board Members – Kathleen Salyer, Acting ORCR Director, Acting Delegated Chair of the e-Manifest Advisory Board

10:10 A.M. Welcome and Opening Remarks – Peter Wright, Assistant Administrator of the Office of Land and Emergency Management (OLEM)

10:15 A.M Meeting Introduction and Purpose – Steve Donnelly, e-Manifest Program Manager

10:30 A.M. e-Manifest 101 – Amanda Kohler, Chief, Permits Branch

10:45 A.M. Program Update – Steve Donnelly, e-Manifest Program Manager

11:30 A.M. Break

11:45 A.M. Problem Statement – Amanda Kohler, Chief, Permits Branch

12:15 P.M. Current Electronic Signature Method – Steve Donnelly, e-Manifest Program Manager

1:00 P.M. Lunch

2:00 P.M. Options for Executing Electronic Signatures for Generators and Transporters –
Amanda Kohler, Chief, Permits Branch

2:30 P.M. Method 1: One Person Registered – Steve Donnelly, e-Manifest Program Manager

3:15 P.M. Method 2: All Persons Registered – Steve Donnelly, e-Manifest Program Manager

4:00 P.M. Method 3: Digitized Signature Pad – Steve Donnelly, e-Manifest Program Manager

4:30 P.M. Implementation of Electronic Signature Options – Amanda Kohler, Chief, Permits
Branch

5:00 P.M. Adjourn

Day 2
Wednesday, April 15, 2020

10:00 A.M. Opening of Meeting and Administrative Procedures – Fred Jenkins, Ph.D., Designated Federal Officer, Office of Land and Emergency Management (OLEM), Office of Resource Conservation and Recovery (ORCR)

10:05 A.M. Introduction and Identification of Panel Members – Kathleen Salyer, Acting ORCR Director, Acting Delegated Chair of the e-Manifest Advisory Board

10:10 A.M. Public Comments

11:30 A.M. Break

11:45 A.M. Public Comments (Cont'd)

12:00 P.M. Lunch

1:00 P.M. Charge to Board

Charge Question 1. Targeting Electronic Signatures for Generators and Transporters (Chapters 2, 4, and 5)

1(a) Would streamlining the process for electronic signatures for generators and transporters effectively address challenges for use of electronic manifests?

1:45 P.M.

1(b) Are some of EPA's options for executing electronic signatures more promising than others in terms of increasing use of electronic manifests?

2:30 P.M.

Charge Question 2. Method 1: One Registered User (Chapter 5.3)

EPA seeks to understand to what extent the Advisory Board supports EPA expenditure of resources to develop, test, and implement Method 1: One Registered User.

2(a) To what extent does the Advisory Board support this method to increase the use of electronic manifests by generators and transporters?

3:15 P.M. Break

2(b) Are there unique industry circumstances for EPA to consider when developing and implementing this method?

4:00 P.M. Charge to Board (Cont'd)

2(c) Are there impacts to state programs that EPA should consider when developing and implementing this method?

4:45 P.M.

2(d) For this method, how best can the Agency engage generator and transporter users to register Site Managers for their sites?

5:30 P.M.

2(e) Would receiving facility users be interested in using this method for initial intake/receipt of the manifest?

6:00 P.M. Adjourn

Day 3
Thursday, April 16, 2020

10:00 A.M. Opening of Meeting and Administrative Procedures – Fred Jenkins, Ph.D., Designated Federal Officer, Office of Land and Emergency Management (OLEM), Office of Resource Conservation and Recovery (ORCR)

10:05 A.M. Introduction and Identification of Board Members – Kathleen Salyer, Acting ORCR Director, Acting Delegated Chair of the e-Manifest Advisory Board

10:10 A.M. Charge to Board (Cont'd)

2(f) Are there unique technical considerations or hurdles that EPA should take into account when developing and implementing this method?

10:40 A.M.

Charge Question 3. Method 2: All Registered Users (Chapter 5.4)

EPA seeks to understand to what extent the Advisory Board supports EPA expenditure of resources to develop, test, and implement Method 2: All Registered Users.

3(a) To what extent does the Advisory Board support this method to increase the use of electronic manifests by generators and transporters?

11:10 A.M.

3(b) Are there unique industry circumstances for EPA to consider when developing and implementing this method?

11:35 A.M.

3(c) Are there impacts to state programs that EPA should consider when developing and implementing this method?

12:00 P.M. Lunch

1:00 P.M. Charge to Board (Cont'd)

3(d) For this method, how best can the Agency engage generator and transporter users to register Site Managers for their sites?

1:30 P.M.

3(e) Would receiving facility users be interested in using this method for initial intake/receipt of the manifest?

2:00 P.M.

3(f) Are there unique technical considerations or hurdles that EPA should take into account when developing and implementing this method?

2:30 P.M. Break

2:40 P.M. Charge to Board (Cont'd)

Charge Question 4. Method 3: Digitized Signature Pads (Chapter 5.4)

EPA seeks to understand to what extent the Advisory Board supports EPA expenditure of resources to develop, test, and implement Method 3: Digitized Signature Pads

4(a) To what extent does the Advisory Board support this method to increase the use of electronic manifests by generators and transporters?

3:10 P.M.

4(b) Are there unique industry circumstances for EPA to consider when developing and implementing this method?

3:30 P.M.

4(c) Are there impacts to state programs for EPA to consider when developing and implementing this method?

3:50 P.M.

4(d) Are there unique technical considerations or hurdles that EPA should take into account when developing and implementing this method?

4:10 P.M.

Charge Question 5. Implementation of Options (Chapter 6)

(a) Should the Agency take into account any considerations regarding timing of implementation, including integration with industry user systems?

4:30 P.M.

(b) How best can EPA support implementation and communication of its options for executing electronic signatures with generators and transporters?

5:00 P.M.

Charge Question 6. Other Solutions to Encourage Use of Electronic Manifests

EPA is interested in knowing if there are other methods or solutions to improve use of electronic manifests, beyond the focus on reengineering electronic signatures for generators/transporters.

6(a) Does the Advisory Board have other ideas, beyond reengineering electronic signatures for generators and transporters, that EPA could implement to encourage and increase the use of electronic manifests?

5:45 P.M. Closing Remarks –

Kathleen Salyer, Acting ORCR Director; Acting Delegated Chair of the e-Manifest Advisory Board and Fred Jenkins, Ph.D., Designated Federal Officer, Office of Land and Emergency Management, Office of Resource Conservation and Recovery

6:00 P.M. Adjourn

Please be advised that agenda times are approximate; when the discussion for one topic is completed, discussions for the next topic will begin. For further information, please contact the Designated Federal Officer for this meeting, Dr. Fred Jenkins, via telephone: (703)308-7049 or

email: jenkins.fred@epa.gov.

