

OFFICE OF GENERAL COUNSEL (OGC)

The Resource Management Office coordinates the management and administrative activities of the Office of General Counsel. The Office handles such activities as budget formulation and execution, OGC's strategic and organizational plans, information technology management, human resources, position management and classification, attorney and law clerk recruitment, training, space management, records management, procurement functions, payroll, correspondence, and <u>law library services</u>.

The Office of General Counsel (OGC), Is the chief legal advisor to EPA, the federal agency with primary responsibility for implementing the nation's environmental laws. EPA Attorneys work in the following offices performing an array of duties. These offices include:

• Air and Radiation Law Office (ARLO):Provides legal support for EPA to reduce threats to public health and the environment by cleaning the nation's air and dealing with radiation issues.

- Civil Rights and Finance Law (CRFLO): Provides legal counsel and legal services to EPA offices with respect to civil rights, equal employment opportunity, contracts, claims by and against the Agency, real and personal property, financial assistance awards, interagency agreements and appropriations law.
- Cross-Cutting Issues Law Office (CCILO): Provides legal advice under the numerous federal statutes, Executive orders, and policies that affect all of EPA's programs, including the Administrative Procedure Act, Environmental Justice, the National Environmental Policy Act, the Endangered Species Act, Indian Law and Children's health issues.

- Ethics Office: Oversees all aspects of the Agency's ethics program including the Standards of ethical conduct, conflicts of interest statutes, financial disclosure, ethics training and the Hatch Act.
- External Civil Rights Compliance Office (ECRCO): Is responsible for enforcing several civil rights laws which prohibit discrimination on the basis of: race, color, or national origin, sex; disability or age. ECRCO is also responsible for enforcing Section 13 of the Federal Water Pollution Control Act.
- General Law Office (GLO): Provides legal advice to the Agency in Information law including Freedom of Information Act, Privacy Act, and the Federal Records Act; Labor and Employment Law, including patent, trademark, and copyright issues.

- National FOIA Office (NFO): Is the principal advisor to the EPA's General Counsel in performing the functions of the Agency's Chief FOIA Officer.
- Pesticides and Toxic Substance Law Office (PTSLO): Handles legal issues
 that address pesticides and toxic chemicals, and handles legal issues related to
 pollution prevention and the toxic release inventory.
- Solid Waste and Emergency Response Law Office (SWERLO): Provides legal support to the Agency's hazardous and solid waste programs and cleanup initiatives.

• Water Law Office (WLO): Provides legal support for Agency programs that ensure drinking water is safe, that restore and maintain oceans, watersheds, and their aquatic ecosystems.

Region 10 - Seattle (serving AK, ID, OR, WA and 271 native tribes)

Other Offices within EPA:

- Office of Inspector General (OIG)
- Offices of Enforcement and Compliance Assurance (OECA)
- Office of Administrative Law Judges and the Environmental Appeals Board

SUMMER HONORS PROGRAM FOR LAW CLERKS (OGC)

- Law clerks who have completed their second year (or the equivalent for part time students) at an American Bar Association-accredited law school.
- Law clerks must be U.S. citizens.
- Veterans are encouraged to apply.
- EPA is an equal opportunity employer.
- This program has a duration of twelve (12) weeks

SUMMER HONORS PROGRAM FOR LAW CLERKS(OGC)

OGC is committed to providing law clerks with a tremendous legal experience. Law clerks can expect to gain experience researching and writing administrative, environmental, and general law issues. Law clerks are also assigned individual mentors and have opportunities to participate in client meetings and improve professional skills.

EXTERNSHIP PROGRAM FOR LAW CLERKS (OGC)

- Full time or Part time externships.
- Externs perform legal research and writing assignments in support of EPA's environmental mission.
- 2L or 3L year students seeking academic credit.
- Externships have flexible work schedules but must keep a regular schedule and work up to 40 hours per week or part time 20 hours per week.
- Law clerks must be a U.S. citizen.
- Veterans are encouraged to apply.
- Law clerks for this program must be through a law school that has a full or part time, for credit externship program.
- EPA is an equal opportunity employer.



For more information: OGC_RMO_HRTeam@epa.gov