## OAQPS Small Business Assistance Program (SBAP) LISTSERV OPERATIONS (As of 6/7/2022)

- What is the purpose for this listsery?
  - The purpose for this listserv is to keep Office of Air Quality Planning and Standards (OAQPS) small business stakeholders engaged and updated on OAQPS air-related regulatory actions and guidance that may impact small businesses.
- Who is managing the listsery?
  - OAQPS Outreach and Information Division, Community and Tribal Programs Group (CTPG) is the manager of this listserv.
  - o CTPG leads OAQPS SBAP and all small business outreach.
- How to join and leave the listsery?
  - o To subscribe, send an email to: join-oaqps small business outreach@lists.epa.gov
  - o To unsubscribe, send an email to: <u>leave-</u> oaqps small business outreach@lists.epa.gov
- Who can join this listsery?
  - o Anyone with small business interests is encouraged to join (including tribal leaders/members and environmental justice stakeholders.)
- How frequently will you email?
  - An email will be sent as soon as air-related regulatory actions and guidance have been signed and made public. This will allow recipients as much time to engage with EPA on such actions in a timely matter, when necessary.
  - o For further information, we will provide a weblink at the end of each email with key information, reminders of where to find resources and other pertinent information.
- What type of small business regulatory and programmatic content will be distributed via the listsery?
  - o Air regulatory actions and guidance (e.g., signed and/or published regulatory actions)
  - o Training opportunities
  - Webinar opportunities
  - Listening sessions and public hearings
  - Resources
- Who can share/send information through the SB email listsery?
  - o Only the listsery's administrators can share information.
- Who will view the list of subscribers?
  - o Only the email administrators can view the list of subscribers.
  - o The list of subscribers will not be shared outside OAQPS.