



**UNITED STATES ENVIRONMENTAL PROTECTION AGENCY**  
WASHINGTON, D.C. 20460



**SMALL BUSINESS DIVISION**  
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*We Are Opening Doors for America's Small Businesses!*

**EPA's Small Business Division's Mission:** The Small Business Division (SBD)/Small Business Ombudsman (SBO) **assures that EPA responsibly addresses** small business environmental issues.

The Division serves as both the Office of the **Federal Small Business Ombudsman (SBO)** and the Overseer of the **National Small Business Assistance Program**, established by the Clean Air Act Amendments of 1990. The Division also houses the Office of the **Federal Asbestos Ombudsman** and is the **Point of Contact** under the **Small Business Paperwork Relief Act of 2002**.

The Small Business Ombudsman provides small businesses with a **gateway to EPA's** programs and services. Providing "**One-stop**" assistance, the SBO is **EPA's focal point for small business** activities.

**Major Functions, Services and Products:**

- Serve as a port of entry for small businesses to EPA
- Advocate consideration of small business regulatory issues and regulatory relief inside EPA
- Coordinate all small business issues and activities within EPA
- Resolve disputes between small businesses and EPA dealing with policies and regulations
- Establish cross-agency small business forum to discuss small business focus topics and sub-forums to address specific small business-related issues/needs identified by the forum
- Organize meetings with the Deputy Administrator and Small Business Trade Associations
- Review EPA rules, guidance, and policies for potential small business impact and provide early warning of rules with potential impacts
- Participate on cross-agency regulatory development workgroups assigned to develop specific rules, identified as having a potential impact on small businesses, and represent their interests
- Strengthen strategies that provide networks, resources, tools, and forums for education and advocacy for and on behalf of small businesses
- Develop environmental performance enhancing tools and plans designed for adaptation by assistance providers for local implementation
- Oversee and prepare Report to Congress on the status of CAAA State Section 507 Programs
- Manage contracts, grants and cooperative agreements to strengthen State Small Business Ombudsman Technical Assistance Programs
- Sponsor Annual Small Business Ombudsman/Small Business Assistance Program National Conference
- Conduct Annual Small Business Regional Liaison Conference
- Develop plain-English compliance guidance, factsheets and checklists for small businesses
- Prepare semi-annual Newsletter that reaches over 20,000 internal and external customers
- Distribute small business publications, regulations, guidance, and tools
- Maintain extensive website with numerous links to other assistance sources (see below)
- Offer satellite downlink seminars to educate small businesses on new EPA regulations

*For more information:*

Toll-Free Hotline: **800/368-5888**

Website: <http://www.smallbiz-enviroweb.org>