

## ITRC Technical Team Products

*The following are examples of recent technical team products and brief descriptions of the product type. These are general guidelines to help team members discuss the various ITRC products.*

### **Information Sheet**

The ITRC Information Sheet is developed by ITRC at the start of each technical team. The two-page document is used to help promote the technical team objective and attract members to the team.

Example: [Soil Background Risk Information Sheet](#)

*The following products are developed through the ITRC team consensus-based process. This means all products are written and reviewed by teams of environmental professionals, including state and federal environmental regulators, federal agency representatives, industry experts, community stakeholders, and academia. Each team works on providing a solution or partial solution to a state environmental technical issue and identifying specific technical and/or regulatory barriers. Nearly all team developed products are formatted and presented as a web-based document.*

### **Technical (“Tech”) Sheet**

The ITRC Tech Sheet is typically two-four pages and provides a quick reference to specific technologies, best practices, or latest science associated with the environmental topic of the team. It is typical for a team to produce several Tech Sheets to help clarify information surrounding technology or a component issue on the environmental topic.

### **Fact Sheet**

The ITRC Fact Sheet is considered to be a more comprehensive overview of specific subjects within the environmental topic (e.g., Review of Detection Technologies; Remediation Monitoring; Regulatory Summary). These fact sheets are typically 6-10 pages and can be designed to become sections of the ITRC Guidance Document or remain as standalone products for users that need the overview information.

### **White Paper**

The ITRC White Paper is developed when the need for information requires the product to be developed quicker than the time it takes for a full Guidance Document. White Papers are considered for a product when a national environmental need requires the quick turnaround of information. These white papers are typically 10+ pages and highlight the regulatory, technology, and chemistry background considerations of the environmental topic.

Example: [PFAS White Papers](#)

### **Guidance Document**

ITRC publishes documents that broaden and deepen technical knowledge and expedite quality decision-making when faced with environmental challenges. Each document is designed to cover the problem statement and providing a solution or partial solution to a state environmental technical issue and identifying specific technical and/or regulatory barriers. Guidance documents are expected to be less than 300 pages and comprehensive summary of the environmental topic technology and regulations.

Example: [ITRC Guidance Documents](#)

### **Update to Existing Guidance Document**

An ITRC Guidance Document Update allows for a team to review an existing Guidance Document and add additional information, correct outdated information, or enhance the product with new tools, case studies, or other sections.

Example: [LNAPL Update](#)

### **Web-based Tools**

ITRC also considers the development of web-based tools that help the audience utilize a tool that improves access and understanding to technologies and regulations.

Example: [Stormwater BMP Selection Tool](#)

*The following products are developed through the ITRC team consensus-based process and are focused on training and outreach. ITRC training development and delivery is an ITRC implementation activity connected to ITRC projects (not a stand-alone function). ITRC technical team products (typically based on guidance documents) serve as the basis for ITRC training curricula.*

### **Internet-Based Training (IBT)**

ITRC develops and delivers web-based training courses (e.g., webinars) to reach a geographically dispersed audience. These courses create a unique forum for the exchange of technical and regulatory information and reflect the consensus of ITRC members from states and federal environmental agencies, the private sector, and citizen stakeholders. Training covers technical and regulatory information specific to environmental technologies and innovative approaches. Question-and-answer periods enable participant/instructor interaction. IBT courses historically have been 1-2 hour long live webinars hosted by a moderator and 3-5 technical experts who were involved with creating the related Guidance Document.

Example: [ITRC Training Archive](#)

### **Training Video**

ITRC training videos can take many formats and need to consider the resources available, the project timeline, and ITRC audience expectations associated with each environmental issue. Training videos are typically 3-30 minutes long and do not involve participant/instructor interaction. Training videos have a range of formats, including simple presentation videos, animation, or live action presentations.

Example: [Stormwater BMP Training Videos](#)

### **Other Training Products**

ITRC considers all platforms and delivery of training on a case-by-case basis. Information technology has increased the product choices so much, that anything will be considered as long as it serves the ITRC audience and process. This includes acknowledging a need for blended learning (before, during, and after training) and micro-learning (very short, standalone segments) offerings.