

ITRC Product Definitions

ITRC Project Teams develop written products and related educational materials. The goal of any ITRC product is to provide a solution or partial solution to overcome specific technical and/or regulatory barriers. ITRC considers who needs the resource and why, how the resource will be used when scoping a product. Additionally, it is important to evaluate what is already available as a resource and what change the product will have on the behavior of the end use.

ITRC utilizes a consensus-based process to develop these products. ITRC Project Teams facilitate multi-stakeholder involvement and balanced participation, bringing together environmental professionals from government agencies, the private sector, academia, and the public. All ITRC Project Team products go through a multi-stage review process both internally and through a public external review process before being released.

*****2025 New: ITRC will be moving away from web-based documents and exploring opportunities to develop web pages that can support multiple PDF products for easier use, navigation, and updating.***

WRITTEN PRODUCTS

Guidance Document

ITRC documents expedite quality decision-making and broaden technical knowledge when faced with environmental challenges. Guidance documents are expected to be less than 300 pages. ITRC is moving away from web-based formatting and focusing on streamlined products to share information efficiently and effectively – including a document web page and associated links to downloadable files.

- [ITRC Guidance Documents](#)

Technical (“Tech”) Sheet: An ITRC Tech Sheet provides a quick reference to specific technologies, best practices, or latest information associated with the environmental topic of the team (and is typically two to four pages). 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. Examples:

- [VIM Indoor Air Treatment Tech Sheet](#)
- [Tech Sheets for Selected State SRR Resources](#)

Fact Sheet: An ITRC Fact Sheet is a more comprehensive overview of specific subjects within the environmental topic. These fact sheets remain standalone products for users that need the overview information (typically 6-10 pages). Examples:

- [PFAS Fact Sheets](#)
- [1,4-Dioxane Fact Sheets](#)

White Paper or Focus Sheet: The ITRC White Paper or Focus Sheet 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 and Focus Sheets are considered for a product when a national environmental need requires the quick turnaround of information. Both papers are typically greater than 10 pages and highlight the regulatory, technology, and chemistry background considerations of the environmental

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topic. White papers may also contain a group of ITRC Fact or Tech Sheets, while Focus Sheets are a standalone document. Examples:

- [6PPD Focus Sheet](#)
- [CEC White Paper](#)

Update or Supplement to Existing Written Product: An ITRC Update or Supplement allows for a team to review an existing Written Product and add additional information, correct outdated information, or enhance the product with new case studies or other sections. Moving forward, this will include retiring and archiving any web-based guidance document and modernizing final products as downloadable files.

Examples:

- [Sediment Cap Chemical Isolation Guidance \(Supplement\)](#)
- [LNAPL Update](#)
- [ISM Update](#)

TRAINING AND EDUCATIONAL MATERIALS

ITRC training development and delivery is an implementation activity connected to ITRC Project Teams' written products. The produced written products serve as the basis for developing the associated training and educational materials.

Online Webinars

ITRC develops and delivers web-based training courses to reach a geographically dispersed audience. Training covers technical and regulatory information specific to environmental technologies and innovative approaches that are presented in ITRC's written products. Question-and-answer periods enable participant/instructor interaction. Webinar 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 ITRC product. Example: [ITRC Training Archive](#)

- [Mining Waste](#)
- [ISM Update \(two part live webinar; separated into 7 modules for archives\)](#)
- [Introduction to Hydrocarbons; PFAS Introductory](#)
- [PFAS Beyond the Basics Series \(5 part\)](#)

Training Videos

The ITRC Project Team needs 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. Examples:

- [Stormwater BMP Training Videos](#)
- [Soil Background Risk Assessment Videos](#)
- [Environmental Data Management Video](#)
- [Passive Sampling Technology Videos](#)

Other Training Products

ITRC considers all other platforms and delivery of training on a case-by-case basis. This includes blended learning (before, during, and after training) or micro-learning (short, standalone segments) offerings.

Posters

ITRC may develop posters or other marketing materials to promote an existing team for marketing and recruiting and promoting ITRC and a Team's products and training.