

A summary of the TURA Program process after receiving a petition, as described in the [TURA Program's Decision-Making Document](#)

Initiation by Petition

A variety of entities may propose a question for consideration by the TURA program. Massachusetts stakeholders, including industry representatives, advocacy organizations, and others, may submit petitions for listing or delisting of substances or the designation of higher or lower hazard substances. The TURA Science Advisory Board (SAB), Advisory Committee, and Administrative Council, as well as TURA program staff, may also propose issues for consideration. Finally, in some instances, the program is obligated by law to consider specific questions.

Petitions are submitted to the Secretary of Energy and Environmental Affairs, c/o the Executive Director of the Administrative Council on Toxics Use Reduction, 100 Cambridge Street, Suite 900 Boston, MA 02114. Information that should generally be included in a petition includes:

- Petitioner(s)' name and contact information;
- Name and chemical abstract service number (CAS number) of the chemical;
- If relevant, the code assigned to the regulated chemical category by the Massachusetts Department of Environmental Protection (MassDEP);
- An explanation of the petitioners' scientific basis for the proposed change; and
- A robust set of peer-reviewed scientific information concerning the hazards of the chemical, principally from recognized authoritative sources in the fields of industrial hygiene, toxicology, occupational medicine, and environmental science. If the petitioner is requesting delisting of a chemical from a category, it is particularly important to provide information relevant to the hazard profile of the category more broadly.

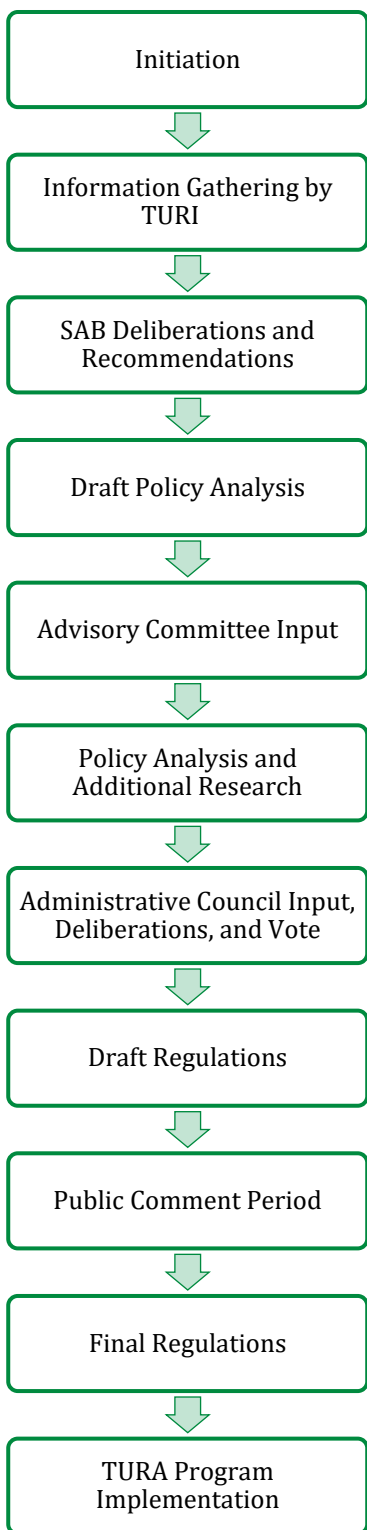
It can also be helpful for petitioner to include information on the significance of the proposed change for Massachusetts businesses and communities.

The submission is reviewed to determine whether it is administratively complete and whether sufficient information has been provided for the SAB to begin evaluation of the inherent hazards of the chemical. The Administrative Council may request additional information from the petitioner. Administratively-complete petitions are then taken up by the TURA program and examined according to the program's existing decision-making process.

The TURA Program Process is outlined on the reverse of this page.

Roles of the TURA Program Boards, Committees, & Councils

Adding and Deleting TURA Substances



Science Advisory Board Input. The SAB provides input on the hazards of chemicals based strictly on scientific considerations, without considering policy implications. When necessary, the SAB makes a formal recommendation through a vote. For additional information on the SAB's approach to deliberations, see Appendices C, D, and E.

Advisory Committee Input. Based on the SAB's input and any additional information gathered by TURI, TURI or OTA prepares a draft Policy Analysis and presents it to the Advisory Committee. The Advisory Committee provides input and recommendations and may offer suggestions for additional research by program staff. The Advisory Committee does not normally hold votes or make formal recommendations. The TURA Executive Director summarizes the Committee's comments, including consensus statements when appropriate, for presentation to the Administrative Council. Advisory Committee members may also submit their own individual feedback to the Council if they wish. TURI makes revisions to its policy analysis, based on the Advisory Committee's comments, if necessary.

Administrative Council Decision and Development of Regulations. Finally, the policy analysis is provided to the Administrative Council. Based on the policy analysis as well as any comments from the Advisory Committee and other stakeholders, the Administrative Council deliberates and makes a decision through a vote. This decision is then promulgated as a regulation in accord with the process specified by law (TURA, as well as M.G.L. c. 30A: *Administrative Procedure Act* and 950 CMR 20.00: *Preparing and Filing Regulations*). Either the Executive Office of Energy and Environmental Affairs (EOEEA) or MassDEP is then responsible for developing draft regulations, holding public hearings and receiving public comments, and, if the decision is made to go forward, submitting a final regulation to the Secretary of State for publication.