**EPA Order 1110.2 -- Initial Organization of the EPA**

Environmental Protection Agency
ORDER 1110.2
December 4, 1970

**INITIAL ORGANIZATION OF THE ENVIRONMENTAL PROTECTION AGENCY**

**1. PURPOSE.** This Order establishes the initial organization of the Environmental Protection Agency. The official organization chart is attached as [Figure 1](https://archive.epa.gov/epa/sites/production/files/2013-06/epaorder1110-2-fig1.gif).

**2. ADMINISTRATOR.** The responsibilities of the Agency are carried out under the supervision and direction of the Administrator.

**3. DEPUTY ADMINISTRATOR.** The Deputy Administrator shall assist the Administrator in the discharge of his duties and responsibilities and shall serve as Acting Administrator in the absence of the Administrator.

**a. Special Assistant for Executive Communications.** A Special Assistant for Executive Communications in the immediate office of the Administrator shall be responsible for establishing and maintaining systems for handling, expediting, and controlling executive communications and for assuring coordination and intra-agency flows of information with respect to executive actions.

**4. OFFICE OF THE ADMINISTRATOR.** The Office of the Administrator shall contain the following principal officials of the Agency reporting to the Administrator and responsible to him for the functions assigned by this Order.

**a. Director, Public Affairs.** The Director, Public Affairs, shall be the principal adviser to the Administrator in regard to public affairs programs. He shall supervise and direct an Office of Public Affairs, which shall provide public affairs services to all of the organizational elements of the Agency and with respect to all programs and activities of the Agency. The Office shall represent the Administrator in relations with the press and other media; provide public affairs services to all of the organizational elements of the Agency and with respect to all programs and activities of the Agency; direct the publications program of the Agency; and maintain liaison for the Administrator with public and private groups, community groups, and citizens having an interest in the mission and activities of the Agency.

**b. Director, Legislative Liaison.** The Director, Legislative Liaison, shall be the principal adviser to the Administrator in regard to Congressional relations. He shall supervise and direct an Office of Legislative Liaison, which shall provide legislative liaison services to all of the organizational elements of the Agency and with respect to all programs and activities of the Agency. The Office shall maintain liaison with Members of Congress and Congressional Committees in regard to legislation affecting the Agency and, on request, provide information, advice, and assistance to the Congress.

**c. Director, Equal Opportunity.** The Director, Equal Opportunity, shall be the principal adviser to the Administrator with respect to equal opportunity and civil rights programs and policies. The Director shall supervise and direct an Office of Equal Opportunity, which shall exercise leadership and provide services and advice to all of the organizational elements of the Agency and with respect to all programs and activities of the Agency. The Office shall direct activities required to carry out the Agency's responsibilities to assure compliance with Title VI of the Civil Rights Act and with the executive orders providing for equal opportunity in employment practices in Federally-assisted construction contracts.

**d. Director, International Affairs.** The Director, International Affairs, shall be the principal adviser to the Administrator in regard to international programs and activities of the Agency. He shall supervise and direct the administration of an Office of International Affairs, which shall coordinate and provide services and advice on international programs to all of the organizational elements of the Agency and with respect to all programs and activities of the Agency, including the Special Foreign Currency Program and the exchange of scientific information and personnel. He shall serve as the Administrator's principal representative with other agencies in regard to international functions of the Agency.

**5. ASSISTANT ADMINISTRATOR FOR PLANNING AND MANAGEMENT.** The Assistant Administrator for Planning and Management shall be responsible to the Administrator for the development and analysis of Agency goals and programs, estimates of resource needs, and the management of Agency resources. He shall supervise and direct a Office of Planning and Management, which shall be responsible for developing and administering Agency-wide systems for program planning and evaluation including establishing Agency program planning and monitoring accomplishment; and for developing and executing an Agency budget. He shall provide administrative management services to all of the elements of the Agency with respect to all programs and activities of the Agency. These administrative management services shall include the development and maintenance of programs for personnel management, financial management, audit, organizational analysis, systems development, management information systems and ADP operations, archives, contracts and agreements, grants and contracting policy, facilities management, library, space, and other administrative support services.

**6. ASSISTANT ADMINISTRATOR (FOR STANDARDS AND ENFORCEMENT) AND GENERAL COUNSEL.** The Assistant Administrator (for Standards and Enforcement) and General Counsel shall serve as principal adviser to the Administrator in regard to the establishment and enforcement of standards for environmental quality and shall be the principal legal adviser and chief law officer of the Agency. He shall supervise and direct the administration of the Office of Standards and Compliance and the Office of General Counsel.

**a. Office of Standards and Compliance.** The Office of Standards and Compliance, headed by a Director, shall be responsible for developing Agency-wide systems for establishing and approving guidelines, criteria, or other statements or policies designed to cause individuals or governmental bodies to carry out their activities so as to improve the quality of the environment. He shall also be responsible for developing Agency-wide systems for enforcing or bringing about compliance with these guidelines, criteria, or statements or policies. The Office shall maintain a continuous review of performance within the Agency to achieve established objectives in standard-setting and enforcement.

**b. Office of General Counsel.** The Office of General Counsel, headed by a Deputy General Counsel, shall provide legal services to all of the organizational elements of the Agency with respect to all programs and activities of the Agency. It shall provide legal opinions and legal counsel, prepare and review proposed legislation, and assist in the formulation and administration of the Agency's policies and programs.

**7. ASSISTANT ADMINISTRATOR FOR RESEARCH AND MONITORING.** The Assistant Administrator for Research and Monitoring shall serve as the principal science adviser to the Administrator, and shall be responsible to the Administrator for developing a coherent research, development and demonstration program for the Agency, and for developing Agency-wide systems for establishing and approving research and development approaches, components, projects and resource allocations compatible with the overall program. He shall develop programs and systems for monitoring the condition of the environment which are integrated with monitoring activities of other Federal and non-Federal agencies. The Assistant Administrator for Research and Monitoring shall supervise and direct an Office of Research and Monitoring.

**8. WATER QUALITY OFFICE.** The Water Quality Office shall be headed by a Commissioner reporting to the Administrator. The Office shall be responsible for a program of water pollution control designed to enhance and preserve the quality and value of the Nation's waters, and a program of water hygiene to minimize the health effects of contaminants in drinking water and recreational waters. The principal water pollution control responsibilities of the Office include (1) Federal financial assistance to help support the construction of municipal waste treatment facilities, encouragement of improved operation and maintenance of such facilities, and improved planning to assure that the grants contribute to effective basinwide cleanup; (2) a water quality standards management program in cooperation with states, cities, and industry; (3) a research, development and demonstration program; (4) a national water quality monitoring system coordinated with monitoring activities of state and other Federal agencies; (5) a manpower development and training program; (6) a technical assistance and support program for public and private agencies and institutions; and (7) continued Federal financial assistance to state water pollution control agencies to assist them in carrying out their responsibilities for water quality management under the Federal Water Pollution Control Act.

The principal water hygiene responsibilities of the Office include establishing and implementing drinking water standards for systems subject to Federal law and recommending shellfish and recreational water standards through programs of surveillance, research and development, technical assistance, and training.

**9. AIR POLLUTION CONTROL OFFICE.** The Air Pollution Control Office shall be headed by a Commissioner reporting to the Administrator. The Office shall be responsible for the conduct of programs for the definition, prevention, and control of air pollution having as their objectives (1) the definition of air quality required to minimize or eliminate deleterious effects of air pollutants and (2) the achievement of a wholesome air environment through development of air pollution control technology.

The principal air pollution programs of the Office include (1) a systematic Federal-state-local regulatory program for stationary source emissions supported by research and development activities, combined with Federal-state-local air quality monitoring, Federal grants to air pollution control agencies, technical assistance, and manpower training; and (2) a national program to regulate motor vehicle emissions and to register fuel additives (including meeting emission standards, testing prototype vehicles, and issuing certificates of compliance with respect to established standards), supported by research, development, demonstrations, and grants to develop inspection and testing programs for emission control devices.

**10. PESTICIDES OFFICE.** The Pesticides Office shall be headed by a Commissioner reporting to the Administrator.

The Office shall be responsible for the pesticides activities of the Agency, including establishment of tolerance levels for pesticides' residues which occur in or on food and the registration of pesticides' uses for protection of human safety; monitoring of pesticides' residue levels in foods and portions of the environment; review of pesticide formulations for efficacy and hazard; regulation of sale or use patterns when necessary; checking for compliance with label provisions; research on effects on human health, non-target fish and wildlife and their environments; and establishment of guidelines and standards for analytical methods of residue detection.

**11. RADIATION OFFICE.** The Radiation Office shall be headed by a Commissioner reporting to the Administrator.

The Office shall be responsible for the radiation activities of the Agency, including the development of radiation protection guidelines and environmental radiation standards; surveillance and monitoring of such guidelines and standards as well as of levels of background environmental radiation; evaluation of new or proposed Federal or Federally regulated activities; technical assistance and training programs; and the conduct of a research and development program to support the Agency's objectives in radiation protection.

**12. SOLID WASTES OFFICE.** The Solid Wastes Office shall be headed by a Commissioner reporting to the Administrator.

The Office shall be responsible for the solid waste activities of the Agency, including the conduct of a research, development, and demonstration program for new and improved methods of solid waste disposal; studies directed toward the conservation of natural resources by reducing the amount of waste and unsalvageable materials and by the recovery and utilization of potential resources in solid wastes; and the provision of technical and financial assistance to State and local governments and interstate agencies for planning and providing technical assistance for the development and conduct of solid waste management programs.

**13. ENVIRONMENTAL PROTECTION AGENCY REGIONAL OFFICES.** There shall be ten regional offices of the Agency, which shall have regional boundaries and headquarters locations prescribed by the Administrator. The Agency's Regional Offices shall be responsible to the Administrator within the boundaries of the region for the execution of the regional programs of the Agency. The EPA Regional Offices will administer on a decentralized basis those programs and activities of the Agency which are now or will be decentralized for regional office administration. These activities do not include those field-based scientific and laboratory facilities carrying out national-level programs.

Pending the establishment of the EPA Regional Office, the lines of supervision and functions of field operation of EPA components will continue without change. An EPA Interim Regional Coordinator for each of the ten regions will serve as a general point of communication and contact for EPA in the region pending activation of the EPA Regional Offices.

**14. EFFECTIVE DATES.** Transfers of duties and responsibilities and of related staff and funds pursuant to the provisions of this Order shall be effective upon the issuance of necessary amendatory delegations of authority and the issuance of additional Orders setting forth the internal organization of principal organization units and specifying organizations. In the meantime, duties, responsibilities, and authorities shall continue to be carried out or exercised under the supervision and direction of the Administrator and in accordance with the provisions of Order No. 1110.1 which extends existing delegations and orders with the exceptions specified in the Interim Order.

[signed]
William D. Ruckelshaus
Administrator

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