Transcript for ECHO Facility Search Tutorial with Accessible Instructions

[Begin on ECHO home page echo.epa.gov.] In this brief demonstration, we will show you how to search for regulated facilities and view their enforcement and compliance information, using the ECHO website. You'll learn how to conduct a Quick Search and how to refine your search and understand the results.

To see an overview of facilities in your area, use the Quick Search bar on the ECHO Home page. Enter your city and state, or zip code and then click the Search button. [Select the Quick Search text box, type a city and state or a zip code. Press the Enter key to perform a quick search of regulated facilities in your area.]

To perform a more detailed search and set specific criteria, click the More Search Options link on the ECHO home page [select the More Search Options link located next to the Tutorial link], or select the Explore Facilities tile. Under the Evaluate Compliance heading, click the link for the type of facility search in which you're interested. For this example, we will select the broadest option, All Data, to perform a customized facility search. [Select the All Data link and press the Enter key to navigate to the Facility Search page.]

From the Facility Search page, you can search for facilities based on a variety of criteria. By default, the Geographic Location search criteria section is expanded. You can expand or collapse sections by clicking on the section header. [Select a section heading such as Search Type, Geographic Location, or Facility Characteristics, and then press the Enter key to access a set of search parameters that will define your search criteria.]

In this example, we will look for facilities located in Alabama [under State, select Alabama], in Calhoun County [under County, select Calhoun County. Now select the Facility Characteristics heading and press the Enter key to expand the section to access more search parameters] and facilities that have a Clean Water Act permit [under Restrict by Media, select Must Have Water Permit. Now select the Enforcement and Compliance header and press the Enter key to expand the Enforcement and Compliance section.] We will also look for facilities with Formal Enforcement Actions within the last year [under Formal Enforcement Actions, select the Within radio button. The default timeframe is one year, but a longer timeframe can be specified by using the arrow keys to select a year between one and five]. Lastly, we will look for facilities that are currently in violation by setting the Current Compliance Status option to Any Violations. [Under Current Compliance Status, use the arrow keys to select "Any Violations."]

As you select filter criteria, your selections are displayed in the Search Criteria Selected panel, on the right side of the page. To clear selected search criteria, click the "X" icon next to each search parameter. Let's clear the Formal Enforcement Action criteria [Select the delete button for

Formal Enforcement Actions and press the Enter key to remove it from your search criteria. You can also select the Clear All button and press the Enter key to clear all selected search criteria. Facilities that are not active or are not operating are excluded from the search by default.] Click the search button to view results. [Select the Search button and press the Enter key.]

Clicking the Search button displays the Search Results page. By default, the page presents a map with facility locations, a summary of the search results on the right-hand panel, search criteria, and a table with facility information below. You can hide any of these areas by clicking Hide Map, Hide Table, or Hide Summary. You can also change your search by clicking the Modify Search button. [Below the Facility Search Results page heading, you can select the Hide Map, Hide Table, Hide Summary, or Modify Search buttons.]

Let's focus on the results table. [Select the Hide Map button and press the Enter key to hide the map, then select the Hide Summary button and press the Enter key to hide the panel on the right side of the page.] By default, this result table gives you basic facility information and basic enforcement and compliance information. To add or remove columns, click the Customize Columns button located below the map and directly above the table. [Select the Customize Column button and press the Enter key to access a new page with checkboxes representing columns that can be added to the results table.]

You can select or deselect columns to display different facility data in the results table. Let's add Current Compliance Status and Penalty Count [Select the checkbox and press the space bar to select Current Compliance Status and Penalty Count]. Let's remove the Formal Enforcement Actions column [Select the checkbox and press the space bar key to deselect Formal Enforcement Actions]. Clicking Add Columns modifies the table according to your selections. [Select the Add Columns button and press the Enter key to update the results table.]

The results order can be sorted by clicking on a column heading. Let's sort by number of inspections. [Select the Inspections column header and press the Enter key twice.] You can download search results data in a .CSV file by clicking the Download Data button. [Select the Download Data button and press the Enter key.] The file can be opened in spreadsheet software, like Microsoft Excel. The download file includes all result records and only the columns you choose to display within the table.

To learn more information about each of the columns available in the results table, click the Results Guide button. [Select the Results Guide button, next to the Download Data button and press the Enter key to access a Help page describing the search results.]

[Select the Show Summary button and press the Enter key to expand the summary on the right-hand side of the page.] From the results table, click on a table row to display the facility's details

on the right-hand side of the page. [Select the mapped icon in the Mapped column for the row with facility name Lee Brass and press the Enter key.] The Facility Summary provides the facility's current compliance status and more. To view even more data on a separate Detailed Facility Report, you can click the hyperlinked facility name, or the "C" icon in the Reports column [select the C icon to view detailed facility report], or the More Facility Details hyperlink in the Facility Summary on the right-hand side of the page [select the More Facility Detail hyperlink]. Let's view additional detail about this facility. [Press the Enter key to access a Detailed Facility Report for this facility.]

The Detailed Facility Report page opens in a new window. This report provides detailed information about the facility's enforcement and compliance history. In a separate demonstration, we will guide you through a Detailed Facility Report.

During this demonstration, we reviewed the ECHO All Data Facility Search. We encourage you to start using the tool now to conduct facility searches.

And remember, you can always find help on how to use the search or other ECHO features by visiting the Help system. Click the Help link located in the Resources menu at the top of the page. [In the top navigation menu, select the Resources menu, located after the Advanced Tools menu. Select ECHO Help and then select the help page you wish to view and press the Enter key to open the Help page.] You can also access the Help system in the upper right corner of specific pages within ECHO. [Select the Help button located at the top corner of most pages within ECHO and press the Enter key.]

This concludes the demonstration. Thank you for your interest in using the ECHO Facility Search.