

**REVIEW COMMENT GUIDELINES FOR
AIR QUALITY CRITERIA FOR PARTICULATE MATTER
External Review Draft**

Reviewers are encouraged to submit written comments regarding the material presented in the draft chapters of the revised air quality criteria document for particulate matter. To facilitate the revision process, the National Center for Environmental Assessment requests that certain guidelines be followed. Although general comments on each of the draft chapters may be useful, we must emphasize the importance of *specific* comments, indicating the chapter, page, and line numbers of the material in question. This will greatly increase the likelihood that the editors and authors will be able to address your comments adequately within a reasonable period of time. We also hope your comments will include your concurrence with the information as well as any disagreement. Please review carefully the following guidelines prior to providing your written comments.

Guidelines for Reviewers

1. Chapters should be reviewed using a separate form for each.
2. General comments, impressions, or opinions of the chapter should be presented on the comment form, *separate* from any specific comments.
3. Specific comments on the text within the chapter should be identified with the page and line numbers.
4. When commenting on specific sections, provide the appropriate details. Commonly, reviewers' comments note "this information is not correct!" You should be aware that unless specific evidence is provided demonstrating that the information is, in fact, inaccurate, no action can be taken. If possible, provide the correct information and a citation.
5. The following criteria are suggested as an aid in your review:
 - Scientific Accuracy - Is the material presented accurately, irrespective of other shortcomings?
 - Scientific Relevance - Is the material focused and pertinent, given the subject matter and scope of the document?
 - Regulatory Relevance - Does the material provide EPA with the kind of critical review and sound data that could be used to set the NAAQS for PM?
 - Literature Cited - Are references current or outdated? Are there major or important omissions of pertinent literature?
 - Emphasis - Is the length and level of detail appropriate, given the relative importance of the topic in the document?
 - Coverage - Are all issues pertinent to a criteria document discussed? Are there any additional issues that should be resolved or at least considered in the document?
 - Writing - Is the document written clearly and concisely?
6. A copy of the review form follows. This form should be copied and used for all written comments. Submit comments by no later than January 14, 2000, to the Project Manager for Particulate Matter, National Center for Environmental Assessment-RTP Office (MD-52), U.S. Environmental Protection Agency, Research Triangle Park, NC 27711.