Instructions for GLI Clearinghouse
Version 2.1

Table of Contents
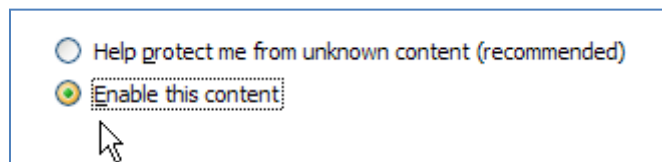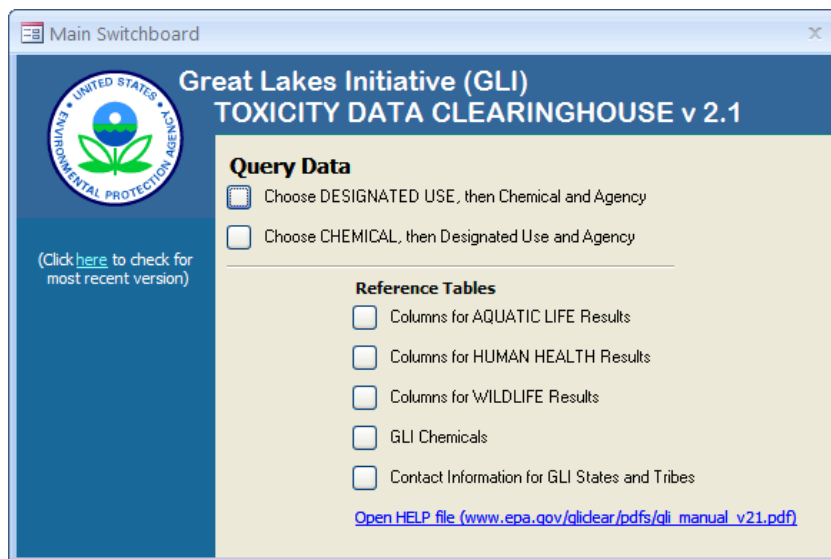
Open the Clearinghouse

1. Open the file gliclear_v21.mdb. (Note: You must have Access 2000 or later to open the Clearinghouse. If you do not, contact Brian Thompson at 312-353-6066 for a standalone version.)

2. A security warning will appear (the picture below shows how it appears in Access 2007). Click on the Options button.
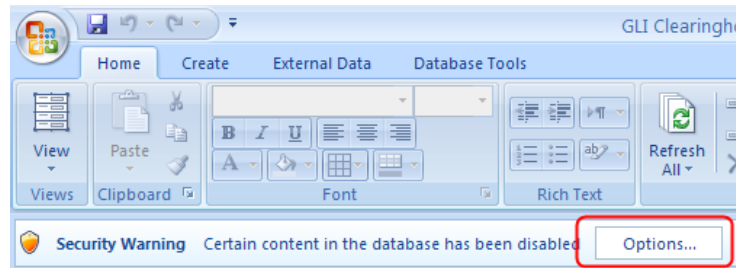
3. In the next window, click on "Enable this content" and then click OK.

4. The Main window will open.

Query the Clearinghouse

5. In the Main window, click on the checkbox for how you want to start your query. You can choose a **DESIGNATED USE** first (then select from available chemicals and agencies for that use) or choose a **CHEMICAL** first (then select from available uses and agencies for that chemical).

6. In the next window, choose your use/chemical/agency (or chemical/use/agency) from left to right. For each choice you make, the next field will be narrowed down to the available options for that choice.

Chemical field: Start typing your chemical and the dropdown list will jump to the section of the list starting with that letter(s). If you cannot find the chemical on the dropdown list, see if you can find it listed by another name in the GLI Chemicals list (see Clearinghouse Reference Tables on pg. 6).

Agency field: If you want to see results for all agencies, leave this field blank.

## View Query Results

7. Click on the "View Results" button.

8. The results will appear in a table listing all **criteria** available in the Clearinghouse for your query. Scroll to the right to see all columns related to the criteria.
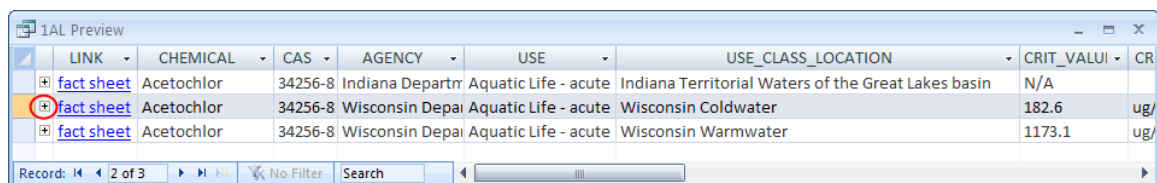

9. To see the original **fact sheet** for a criterion, click on the "fact sheet" link in the 1st column of the criteria table.

   Your internet browser will open up the fact sheet PDF, which can then be downloaded to your computer (e.g., in Internet Explorer 7, go to File > Save As)
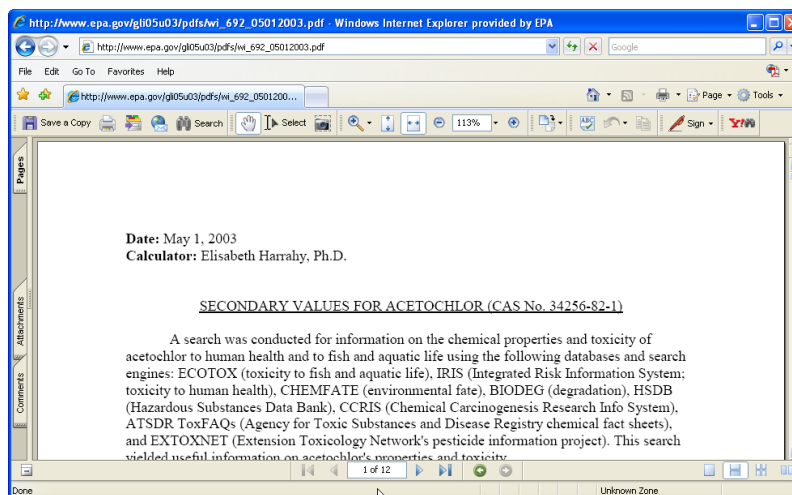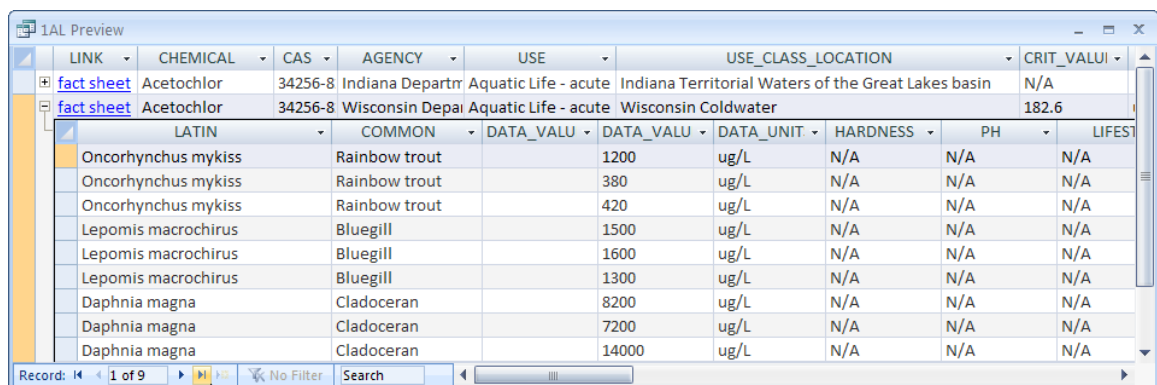
10. To see the **toxicity data** associated with a criterion, click on the ⊞ sign to the left of the criterion.

LINK	CHEMICAL	CAS	AGENCY	USE	USE_CLASS_LOCATION	CRIT_VALUI	CR
⊞ fact sheet	Acetochlor	34256-8	Indiana Departm	Aquatic Life - acute	Indiana Territorial Waters of the Great Lakes basin	N/A	
⊞ fact sheet	Acetochlor	34256-8	Wisconsin Depai	Aquatic Life - acute	Wisconsin Coldwater	182.6	ug/
⊞ fact sheet	Acetochlor	34256-8	Wisconsin Depai	Aquatic Life - acute	Wisconsin Warmwater	1173.1	ug/

11. If toxicity data is available for that criterion, a table will open up under the criterion. Select a cell in that table and scroll right to see all the columns associated with those toxicity data.

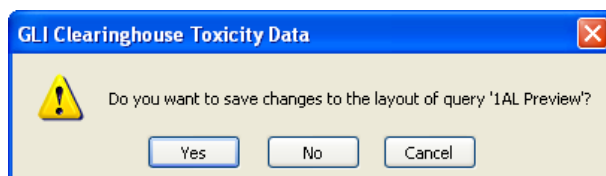| LINK	CHEMICAL	CAS	AGENCY	USE	USE_CLASS_LOCATION	CRIT_VALUI	
⊞ fact sheet	Acetochlor	34256-8	Indiana Departm	Aquatic Life - acute	Indiana Territorial Waters of the Great Lakes basin	N/A	
⊟ fact sheet	Acetochlor	34256-8	Wisconsin Depai	Aquatic Life - acute	Wisconsin Coldwater	182.6	

LATIN	COMMON	DATA_VALU	DATA_VALU	DATA_UNIT	HARDNESS	PH	LIFES1
Oncorhynchus mykiss	Rainbow trout		1200	ug/L	N/A	N/A	N/A
Oncorhynchus mykiss	Rainbow trout		380	ug/L	N/A	N/A	N/A
Oncorhynchus mykiss	Rainbow trout		420	ug/L	N/A	N/A	N/A
Lepomis macrochirus	Bluegill		1500	ug/L	N/A	N/A	N/A
Lepomis macrochirus	Bluegill		1600	ug/L	N/A	N/A	N/A
Lepomis macrochirus	Bluegill		1300	ug/L	N/A	N/A	N/A
Daphnia magna	Cladoceran		8200	ug/L	N/A	N/A	N/A
Daphnia magna	Cladoceran		7200	ug/L	N/A	N/A	N/A
Daphnia magna	Cladoceran		14000	ug/L	N/A	N/A	N/A

Close Query Results

12. To close the Results table and return to the Query Window, click on the "x" in the upper right corner of the table.
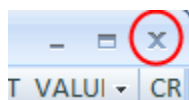
13. If you made any changes to formatting (e.g., table width, column width, sorting) you will be asked if you want to save changes to the layout of query '1AL Preview'. You can decide if you want to save these formatting changes. It will not affect the data in the table itself, only the formatting of the Results table the next time it is opened.

GLI Clearinghouse Toxicity Data

Do you want to save changes to the layout of query '1AL Preview'?

[Yes] [No] [Cancel]
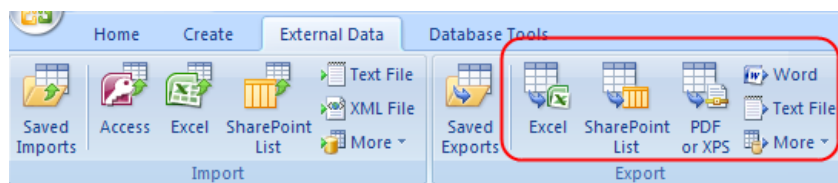
4

Export Query Results

1) In the Query Window, click on the "Export Results" button.

2) The criteria and toxicity will be displayed in a flat table that is ready to be exported in a spreadsheet.

How to export using **Access 2007:**

- Go to the External Data tab. In the Export group, choose the format (e.g., Excel, Text File) that you would like to export the query results as.

How to export using **Access 2003:**

- Go to File > Export
- Specify the format you want under "Save as type:"
- Specify the folder and file name you want to save the results as, and click the Save All button.

If you want guidance on how to use the downloaded toxicity data, the EPA GLI Clearinghouse website includes customized Excel spreadsheets that help explain how

criteria is calculated. Go to *http://www.epa.gov/gliclearinghouse/tech_docs.htm* and click on the "Criteria Calculation Spreadsheets" link.

Clearinghouse Reference Tables

A number of reference tables can be accessed from the main Clearinghouse form.

Column Descriptions for Results Tables: From the Main Clearinghouse window, you can access explanations of all columns in the Results Tables. Click on the button next to the designated use you are interested in.

GLI Chemicals: If you cannot find your chemical in the dropdown list of the query form, look in the GLI Chemicals list to see if it listed by a different name. You can manually browse the list available at the "GLI Chemicals" list. Or if you want to do a "Find" for the chemical, go to www.epa.gov/gliclear/chem_list.htm and use your browser's "Find" function.

Contact Information for GLI States and Tribes: This lists contact information and websites for all the States and Tribes involved with the GLI rulemaking.

Still have problems?

If you are able to open and use the file, but then suddenly run into problems, download the file again from *http://www.epa.gov/gliclearinghouse/download_gli.htm*.

If you need technical support for this application, contact Janice Huang at 312-353-8228. For general questions about the GLI Clearinghouse, contact Brian Thompson at 312-353-6066.

For information about the GLI Clearinghouse and this database, go to *http://www.epa.gov/gliclearinghouse*.