



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
WASHINGTON, D.C. 20460

OCT 24 2005

OFFICE OF  
AIR AND RADIATION

MEMORANDUM

SUBJECT: Best Workplaces for Commuters Guidance and COMMUTER Model

FROM: Margo Tsigotis Oge, Director  
Office of Transportation and Air Quality *M. T. Oge*

TO: EPA Regional Air Directors

Attached is a document that provides guidance on gaining credit in State Implementation Plan (SIP) and transportation conformity determinations from commuter friendly voluntary programs, especially from EPA's Best Workplaces for Commuters<sup>SM</sup>, and gives examples of how program benefits can be calculated using one of the tools currently available, the updated COMMUTER model.

Best Workplaces for Commuters is a fast growing public-private partnership program that distinguishes employers whose superior commuter benefits reduce drive-alone commuting, thereby reducing emissions, such as particulate matter and nitrogen oxides, as well as reducing greenhouse gas emissions and fuel consumption. Commuter benefits that produce quantifiable emission reductions include emergency ride home programs, telecommuting, subsidized transit passes and vanpools, and carpool incentive programs. At the end of FY 2005, the Best Workplaces for Commuters National Standard of Excellence covered over 2.8 million commuters from 1400 employers across the U.S. New emission reductions generated via Best Workplaces for Commuters are quantifiable and may be eligible for credit in SIPs and transportation conformity determinations.

This new document, "Guidance for Quantifying and Using Emission Reductions from Best Workplaces for Commuters<sup>SM</sup> Programs in State Implementation Plans and Transportation Conformity," includes appendices that give examples of how the COMMUTER model can be used to estimate vehicle miles traveled (VMT) and emissions reductions, as well as providing an exemplary survey tool that helps establish a baseline for estimating emissions reductions.

I hope you will find this guidance and the updated COMMUTER model useful. Please forward this information to your states and local air quality and transportation partners. The guidance document directs specific questions to your Regional Offices, and states that additional support could be provided by Mary Walsh, for general questions related to the guidance; Erik Herzog, for questions related to the COMMUTER model; and Meg Patulski, for questions related to using benefits from Best Workplaces for Commuters in transportation conformity determinations.

Attachment