

**Coke Ovens Proposal**  
**Virtual Public Hearing**  
**August 31, 2023**

**Hearing Tips and Zoom Instructions**

Before joining the hearing, please review the information below.

Prior to the hearing, registered speakers will receive a follow up email with more details, including the meeting link and phone number. All individual speakers must register to provide testimony – substitutions are not permitted.

**Ground Rules**

Please note that by registering for, or participating in, this event, you are agreeing to abide by the ground-rules of the virtual hearing. That includes rules of behavior.

**Public Hearing Rules of Behavior**

EPA is committed to an environment of mutual respect and safety. The Agency will not tolerate harassment, discrimination, intimidation, inappropriate language and images, or sustained disruption of the public hearing/event/meeting. EPA expects all participants, including panelists, registered speakers, and attendees to conduct themselves in a respectful, professional, and civil manner. EPA will monitor and moderate this virtual event to ensure that common standards of decency are upheld.

**General Information for Zoom Participants**

- EPA will mute all audience microphones and video throughout the hearing except for any individual providing testimony during their allotted time slot.
- A court reporter will prepare a transcript of the hearing, which will be available in the docket for the supplemental proposal.
- Each speaker will have 4 minutes to provide testimony.
- Please turn off your video and microphone when you are not presenting.
- During the hearing, if you have any general questions, please type them into the chat box and send them to **Attendee Support** so that a staff member can assist you.
- If you experience video or sound issues, try disconnecting and rejoining.

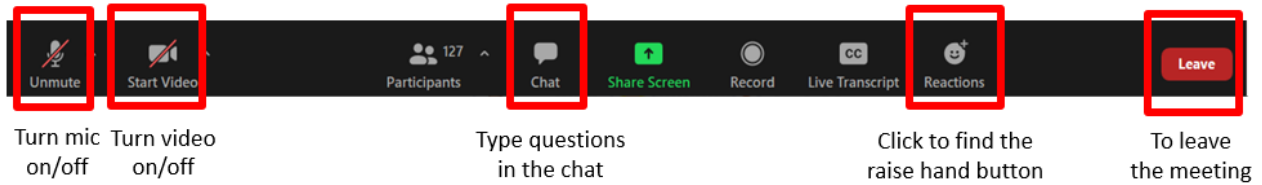
**Downloading Zoom to access the hearing via video**

If you plan to testify using video, you will need to ensure that your laptop, desktop, tablet, or smartphone has the necessary Zoom client software. You can load the software onto their laptop or desktop computer by going to [the Zoom download page](#). To download Zoom for tablets or smartphones, visit the Apple or Android app store.

If you do not plan to testify at the hearing, you may view it via livestream. EPA will post a link to link to the livestream before the start of the hearing each day on our website.

## Using Zoom to provide testimony

Each speaker will have 4 minutes to provide testimony. The hearing chair will call your name when it is time for you to speak. Remember to unmute yourself. You may turn on your camera while you are speaking, or leave it off. Each speaker will be instructed to state their name and affiliation before beginning testimony. The screen shot below shows where to unmute your microphone and start your video.



### To testify (if you did not pre-register):

- If time allows, EPA staff will ask hearing participants if there are any individuals who have not preregistered who would like to give testimony. If this occurs, participants who did not pre-register and wish to speak may use the chat box to contact **Attendee Support**. Look for the Attendee Support name in the chat box drop down.  
*NOTE: Each person may only testify once per public hearing.*
- More details will be provided during the hearing sessions.
- All comments are considered equally, and participants may submit written comments to the public docket until the February 13, 2023, deadline via email or through the mail.

### Technical support:

- For Zoom technical support and troubleshooting, use the chat box to contact **Attendee Support**.
- If you lose connectivity during the hearing and cannot reconnect, please call us at 888-372-8699, and we will try to assist you.

### Providing Testimony:

- When you are called on to speak, please make sure your microphone is unmuted (see image above).
- You may turn your camera on while you are speaking. To do that, click the “start video” icon on the bottom left of your screen.
- Participants will be asked to state and spell their name for the record. A 4-minute timer will be started once each participant states their name.

Note: If you lose connectivity while you are testifying, the Hearing Chair will briefly pause the hearing to give you the chance to reconnect and complete your testimony. If that is not possible, the hearing Chair will proceed with the hearing until you are able to rejoin. You will have the opportunity to complete your testimony.