

Sample Checklist for an Environmental Impact Statement

I. Review criteria of each area

No.	Items	Page	Rating
1	Description of the project		
1.1	Details of the proponent are described i.e. Name, Address and Contact details.		
1.2	The report describes the following information on the project description; a. Identification of the project, b. Category of the project, c. Brief description of the nature, size and location of the project, d. Justification and need for the project, e. The proponent's endorsement of the EIS, and f. The structure of the EIS.		
1.3	The report includes maps of appropriate scale showing; a. General location, b. The area affected by the project, c. Specific location of the project, d. Projects or developments related to the construction and operation of the project, and e. Project boundary and project site layout.		
1.4	Details of the EIA consultants who carried out the study and prepared the EIS.		
Comments on Section 1			
2	Institution		
2.1	The policies and legislation relevant to the project are described, and showing how the project will be in compliance with them as well.		
2.2	The following elements are reviewed i.e. laws and regulations governing the project's implementation and the access of poor and excluded groups to goods, services and opportunities provided by the project and the enabling environment for public participation.		
2.3	The following institutional aspects are examined i.e. social groups' characteristics, intra-group and inter-group relationships, and the relationships of those groups with public and private (e.g. market) institutions (including the norms, values and behavior that have been institutionalized through those relationships).		
2.4	Possible institutional constraints and barriers to project success, as well as methods to overcome them are described.		
Comments on Section 2			
3	Description of the environment		
3.1	The baseline information on physical components are described as follows; <i>Climate, Topography, Geology, Air, Surface waters, Groundwater, Coastal water, Marine water, or Soil.</i>		
3.2	The baseline information on Ecological components are described as follows; <i>Wetlands, Mangroves, Corals, Fisheries, Protected areas and national parks, Wildlife, especially any rare, endangered or vulnerable species or habitats, Forests, or Coastal resources.</i>		
3.3	The baseline information on Economic components are described as follows; <i>Employment sectors, Infrastructure facilities, Land use, Use of forests and other natural resources, Fishing, Agriculture, Tourism, or Other industries.</i>		
3.4	The baseline information on Social components are described as follows; <i>Population and communities (including numbers, locations, composition, employment, unemployment), Health profiles of communities, Institutions, schools and health facilities, Community structures, family structures, Land ownership, or Any types of common or individual rights on natural resources.</i>		
3.5	The baseline information on Cultural components are described as follows;		

No.	Items	Page	Rating
	<i>Cultural heritage, Archeological sites, Historic sites, Sacred sites, or Unique landscape.</i>		
3.6	The baseline data above includes information on any changes anticipated before the project activities commence.		
Comments on Section 3			
4	Connection with Scoping		
4.1	The impacts are identified based on the result of Scoping.		
4.2	In event of omitting or adding survey elements from the result of Scoping, the reason is clearly explained.		
Comments on Section 4			
5	Impact assessment		
5.1	The impacts of the project are identified at each phase i.e. pre-construction, construction, operation, and deactivation for non-permanent project.		
5.2	Various types of the impacts are considered i.e. direct and indirect, cumulative impacts, climate change, short, medium and long term impacts, temporary and permanent impacts, or positive and negative impacts.		
5.3	The description of impact assessment includes; a. methodology and approach, b. scope of the assessment, c. identification of impacts, d. determination of significance of those impacts, and e. determination of any residual impacts		
5.4	General objectives and scope of the Impact assessment, the main design and methodology for completing the Impact assessment, and discussion of the timing in relation to the project preparation, design and implementation are briefly described.		
5.5	Quantitative methods i.e. mathematical models are applied for the impact analysis where those methodologies have been established in practical EIA operation.		
5.6	Process of the applied analyses and the evaluation is clearly described, including sampling stations, and selection of reasonable models for impact prediction and evaluation.		
5.7	Objective data set for validation of the analyses by a third party is attached.		
5.8	Environmental standards with a reasonable reason are applied for evaluation of the identified impacts.		
5.9	Key social issues are analyzed or considered as follows; a. Social diversity and gender including how people are organized into different social groups, b. Stakeholders as well as those that may influence the project's outcomes, c. Social risk analysis outlining the stress and shocks to vulnerable groups and the underlying factors that contributes to their vulnerability, and d. Strategy to achieve social development outcomes of the project and mitigation measures, including recommendations for institutional arrangements as well		
5.10	The likely economic impacts are analyzed with appropriate economic analyses as follows; a. Economic loss due to the environmental impacts, b. Costs, benefits and cost-effectiveness of mitigation measures, and c. Discussion of any impacts that have not been expressed in monetary values.		
Comments on Section 5			
6	Alternatives		
6.1	The realistic alternatives to the proposed project are considered.		
6.2	All potential environmental, social, economic and cultural impacts to the		

No.	Items	Page	Rating
	proposed alternative are identified, predicted and assessed.		
6.3	The alternatives includes the following elements; a. alternative locations, b. different project sizes or design, and c. alternative technologies/methods.		
6.4	The “no-project” alternative is considered.		
6.5	The rationale for selecting the alternative is provided.		
Comments on Section 6			
7	Summary of EMP		
7.1	The main aspects of the EMP are provided in the EIS. (Note: EMP is presented as a separate document)		
Comments on Section 7			
8	Transparency		
8.1	The written EIA documents on the project i.e. TOR, EIS and EMP are available to general public.		
8.2	The information sources on the EIS are available to general public.		
8.3	Accessibility of the information is secured to general public.		
8.4	Comments from the concerned groups including APs are reflected in the EIS.		
Comments on Section 8			
9	Consultation		
9.1	A process of consultation with people who may be affected by the project and the project stakeholders was undertaken.		
9.2	The public, including affected people, women and vulnerable groups, have the opportunity to participate fully in the consultation process.		
9.3	Consultations were taken place on a continuous basis starting as early as possible in the EIA process.		
9.4	Details of the consultation are described as follows; a. Purpose of the consultation during the preparation of the EIS, b. Methodology and approach, c. Summary of consultation activities carried out, d. Summary of main comments received from the public, community leaders, NGOs, local officials, other stakeholders, e. Identify how those comments were taken into account, f. Details of public participation activities (dates, venues, attendance, topics discussed, minutes of meetings etc), g. If possible, or relevant, summarize the public acceptance or opinions on the proposed project, h. Describe other related materials or activities (such as press releases, notifications), and i. Recommendations for future consultations.		
Comments on Section 9			
10	Summary, Layout		
10.1	The EIS is written for non-technical readers, which contains a table of contents, acronyms, glossary, references, figures, tables and so on.		
10.2	The non-technical summary of all the above information is provided.		
10.3	The non-technical summary is written in plain and simple language so as to be understood by the average person.		
10.4	An executive summary of the key findings and conclusions of the EIS.		
Comments on Section 10			
11	Conclusion and recommendation		

No.	Items	Page	Rating
11.1	The main conclusions of all sections in EIS are presented.		
11.2	The proposed recommendation is feasible from rational view point i.e. project cost, engineering, environment, society and so on.		
11.3	Information on any difficulties which the project proponent encountered in collecting or assessing the information presented in the EIS is provided. e.g. technical difficulties or lack of know-how.		
Comments on Section 11			

II. Minimum requirements

All review criteria marked in the review tables perform satisfactorily, i.e. rate A, B or C.

Yes

No

Date:

Recorded by:

Review criteria:

Rating	Explanation
A	Generally well performed, no important tasks left incomplete (covering 80-100% of the requirement)
B	Generally satisfactory and complete, only minor omissions and inadequacies (covering 60-80% of the requirement)
C	Just satisfactory despite omissions and / or inadequacies (covering 40-60% of the requirement)
D	Unsatisfactory, significant omissions or inadequacies (covering 20-40% of the requirement)
E	Very unsatisfactory, important tasks poorly done or not attempted (covering 0-20% of the requirement)
N.A.	Not applicable, the review topic is not applicable in the context of the project