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Minimum requirements for an Environmental Impact Statement

The Environmental Impact Statement shall include, as relevant, the following elements.

1. Executive Summary

Provide a summary of the key findings and conclusions of the EIS. Where necessary this should include consideration of the different phases of the proposed project (construction, development and deactivation phases).

The Executive Summary should include, at a minimum:

- a. The purpose and extent of the EIS, including any relevant background information such as details of the history of the proposed project
- b. A summary of the activities carried out during the EIA
- c. The main alternatives that were studied and the justification for selection of the choice of project
- d. A short description of the environment affected by the project
- e. A short description of each significant environmental and social impact. Where relevant this should include the different phases of the proposed project (construction, development and deactivation phases)
- f. The public consultation process undertaken
- g. The economic assessment of the environmental and social impacts and their management
- h. The recommendations from the EIS.

2. Details of the project proponent

3. Details of the EIA consultants who carried out the study and prepared the EIS

4. Description of the project

- 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
- f. The structure of the EIS.

This section should include 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
- e. Project boundary and project site layout

5. Policy, legal and institutional framework

Provide a brief description of the policies and legislation that are relevant to the project. Show how the project will be in compliance with such policies and legislation. Where a Strategic Environmental Assessment (SEA) has been carried out, show how the proposed project is in accordance with the SEA.

6. Description of the environment

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The description of the baseline conditions of the existing environment should detail information on the physical, ecological, economic, social, and cultural components. This description should also include details of the interactions between these different components and the importance of such relationships.

This section should also include details of the methodologies used for data collection and analysis.

The baseline information should include:

- a. Physical components
 - i. Climate
 - ii. Topography
 - iii. Geology
 - iv. Air
 - v. Surface waters
 - vi. Groundwaters
 - vii. Coastal waters
 - viii. Marine waters
 - ix. Soil
- b. Ecological components
 - i. Wetlands
 - ii. Mangroves
 - iii. Corals
 - iv. Fisheries
 - v. Protected areas and national parks
 - vi. Wildlife, especially any rare, endangered or vulnerable species or habitats
 - vii. Forests
 - viii. Coastal resources
- c. Economic components, including
 - i. Employment sectors
 - ii. Infrastructure facilities
 - iii. Land use
 - iv. Use of forests and other natural resources
 - v. Fishing
 - vi. Agriculture
 - vii. Tourism
 - viii. Other industries
- d. Social components
 - i. Population and communities (including numbers, locations, composition, employment, unemployment)
 - ii. Health profiles of communities
 - iii. Institutions, schools and health facilities
 - iv. Community structures, family structures
 - v. Land ownership
 - vi. Any types of common or individual rights on natural resources
- e. Cultural components, including

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- i. Cultural heritage
- ii. Archeological sites
- iii. Historic sites
- iv. Sacred sites
- v. Unique landscape

7. Alternatives

This section should provide a summary description of the realistic alternatives to the proposed project. Enough detail should be provided to enable all potential environmental, social, economic and cultural impacts to be identified or predicted and assessed.

Alternatives may include:

- a. alternative locations
- b. different project sizes or design
- c. alternative technologies/methods.

The "no-project" alternative should also be considered.

The proponent must provide the rationale for selecting the chosen alternative.

8. Impact assessment and mitigation measures

The proponent shall identify the impacts of the project for each phase of the project (e.g. pre-construction, construction, operation, deactivation for non-permanent project), and assess the significance of the impacts using appropriate methodologies and criteria.

This section must include direct and indirect impacts, cumulative impacts, climate change impacts, short, medium and long term impacts, temporary and permanent impacts, positive and negative impacts.

This section should include:

- a. methodology and approach
- b. scope of the assessment
- c. identification of impacts
- d. determination of significance of those impacts
- e. mitigation measures
- f. incorporation of mitigation measures into project design
- g. determination of any residual impacts

9. Social Impact Assessment

a. Purpose and Objectives

Summarize the general objectives and scope of the social assessment, the main design and methodology for completing the social assessment, and discuss its timing in relation to the project preparation, design and implementation.

b. Description of the Socio-Cultural, Institutional, Historical and Political Context

Describe the socio-cultural, institutional, historical and political context in which the project operates. Include qualitative descriptions and quantitative

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indicators of development trends relevant to the project, such as significant demographic changes, patterns of asset ownership and livelihoods, external political or economic environment, etc. Describe what constraints and opportunities the context poses to the project.

- c. **Legislative and Regulatory Considerations**
Review of 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.
- d. **Analysis of Key Social Issues**
 - i. Review of social diversity and gender including how people are organized into different social groups, based on the status ascribed to them, ways in which such diversity interacts with social and power relations and the implications this has for access, capabilities and opportunities related to the project;
 - ii. Institutions, rules and behavior: Examine 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). Possible institutional constraints and barriers to project success, as well as methods to overcome them, should be described.
 - iii. Stakeholder identification as well as those that may influence the project's outcomes.
 - iv. Participation: Examination of opportunities and conditions for participation by stakeholders, particularly the poor and vulnerable groups, and a description of appropriate mechanisms to sustain such participation in project implementation and monitoring.
 - v. Social risk analysis outlining the stress and shocks to vulnerable groups and the underlying factors that contributes to their vulnerability for the purpose of preparing risk management plans to address these concerns during project design, implementation, and monitoring and evaluation.
- e. **Strategy to Achieve Social Development Outcomes**
Identify the likely social development outcomes of the project and propose mitigation measures, including but not limited to a social development strategy, recommendations for institutional arrangements, based on the findings of the social assessment.
- f. **Implications for Analysis of Alternatives**
Review of proposed approaches for the project, and compare them in terms of their relative impacts and social development outcomes.
- g. **Recommendations for Project Design and Implementation Arrangements**
Provide guidance to project management and other stakeholders on how to integrate social development issues into project design and implementation arrangements, including Resettlement Plans, Impact Benefits Agreements.
- h. **Monitoring Plan**



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Through the social assessment process, a framework for monitoring and evaluation should be developed. To the extent possible, this should be done in consultation with key stakeholders, especially beneficiaries and affected people. The framework shall identify expected social development indicators, establish benchmarks, and identify organizational responsibilities in terms of monitoring, supervision, and evaluation procedures. Additionally, identify institutional strengthening and capacity building requirements, if any.

10. Economic assessment

This section may be based on the economic analysis carried out as part of the project feasibility study. It should include the following elements which should be integrated into the overall economic analysis of the project:

- a. economic loss due to environmental impacts
- b. costs, benefits and cost-effectiveness of mitigation measures
- c. discussion of any impacts that have not been expressed in monetary values.

11. Summary of Environmental Management Plan

The EMP is presented as a separate document. However the main aspects of the EMP should be provided here.

12. Public consultation and information disclosure

Involving the public in preparation of the EIS is fundamental to increasing the public's understanding and acceptance of the project (e.g., how the project may affect or improve their living conditions). Public involvement also enables members of the public to identify and bring forward impacts and issues that are not immediately obvious to the EIS team. The earlier in the project preparation process the public can be involved, the more likely that a trusting relationship can be built and useful recommendations made.

The project proponent must undertake a process of consultation with people who may be affected by the project and the project stakeholders. The project proponent must ensure that the public, including affected people, women and vulnerable groups, have the opportunity to participate fully in the consultation process. Consultations should take place on a continuous basis starting as early as possible in the EIA process.

This section should include:

- 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)
- i. recommendations for future consultations

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13. Difficulties encountered

This section should provide information on any difficulties the project proponent encountered in collecting or assessing the information presented in the EIS. This may include, for example, technical difficulties or lack of know-how).

14. Conclusions and recommendations

This section should present the main conclusions of the EIS, and recommendations of further actions to be taken.

15. Non-technical Summary

A non-technical summary of all the above information should be provided. It should be written in plain and simple language so as to be understood by the average person.