

THE FEDERAL
THE ENVIRONMENTAL PROTECTION AUTHORITY



ENVIRONMENTAL ASSESSMENT REPORTING
GUIDE

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Table of contents

	Page
1. GENERAL.....	1
2. TABLE OF CONTENT OF ENVIRONMENTAL IMPACT STUDY REPORT.....	1
2.1. EXECUTIVE SUMMARY	1
2.2. INTRODUCTION	1
2.3. APPROACH TO THE STUDY	2
2.4. ASSUMPTIONS AND /OR KNOWLEDGE GAP	2
2.5 ADMINISTRATIVE, LEGAL AND POLICY REQUIREMENTS	2
2.6. DESCRIPTION OF THE PROPOSED ACTION	2
2.7. DESCRIPTION OF SOCIO-ECONOMIC AND BIOPHYSICAL BASELINE CONDITIONS	3
2.8. POTENTIAL IMPACTS IDENTIFICATION AND ANALYSIS.....	4
2.9. ALTERNATIVE ANALYSIS	5
2.10. PUBLIC PARTICIPATION	5
2.11. MITIGATION AND ENHANCEMENT MEASURES	5
2.12 ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN.....	6
2.13. MONITORING/AUDITING.....	6
2.14. CONCLUSIONS AND RECOMMENDATIONS	7
2.15. APPENDICES	7

1. GENERAL

The focus of this guidance is to facilitate and support the preparation and presentation of a standardized report that help Assessors, Proponents, Reviewers and Decision makers. However, it remains the responsibility of the Proponents and the Assessors to present sufficient information in such a form and forward to the concerned environmental agencies for appropriate review.

2. Table Of Content Of Environmental Impact Study Report.

The report at a minimum is required to include:

- Executive Summary.
- Introduction.
- Approach to the study.
- Assumptions and/or uncertainties.
- Administrative, Legal and Policy requirements.
- Description of the proposed action
- Description of socio-economic and biophysical baseline conditions
- Potential impacts identification and analysis
- Alternative analysis
- Public participation
- Mitigation and enhancement measures
- Environmental Management Plan (EMP)
- Monitoring/ Auditing
- Conclusions and Recommendations.
- Annexes

2.1. Executive Summary

- The summary should provide a brief and accurate overview of the report in non technical and simple language, in particular highlighting the main findings and recommendations.

2.2. Introduction

This section includes:

- the need and objective of the proposal
- brief description of the main sections of the report

2.3. Approach to the study

The methodologies to be used for identifying, predicting and evaluating of the impacts (both positive and negative), alternatives analysis and design of EMP are required to be described under this section. In describing the approach due consideration should be paid to its appropriateness.

2.4. Assumptions and /or Knowledge Gap

Reliability and quality of data to be collected regarding the proposed action might not be sound and conclusive enough. Under such circumstance it is important to indicate the gaps and uncertainties. The assessor, is therefore required to clearly state the level of uncertainties by considering:

- reasons (constraints) for the incomplete nature and/or assumptions of information
- confidentiality of the information
- the implications of those gaps and assumptions for decision making
- proposals or suggestions to make up for the limitations.

2.5 Administrative, Legal and Policy requirements

Under this section applicable national and international environmental legal and policy frameworks should be described in the context of the proposed action. Further more, administrative and institutional arrangement that will be required for environmentally sound implementation of the environmental management aspects of the said action needs to be elaborated.

2.6. Description of the proposed action

The description of the proposed action should provide among other things sufficient information regarding:

- size, nature and geographical location, land requirement of the development.
- sources, types, characteristics, and volume of raw materials including energy and water resources requirements.
- time schedule for phasing of development (i.e. construction, operation, maintenance, decommissioning).
- means of safe handling, storage, dispatch, delivery and transport of raw materials and products,
- description of technological process, methods of construction,
- volume of outputs (byproducts and products),
- potential for accidents, hazards and emergencies
- estimates of types and quantities of waste and residual materials generated at all stages of the projects and their management,
- estimates of the number of workers and visitors entering the project,
- required budget
- a listing of project activities that are likely to cause significant environmental impacts, etc.

2.7. Description of socio-economic and biophysical baseline conditions

This section provides information about the environmental components that may be significantly affected by the project, including but not limited to:

- area specific information about the location of the project (e.g. surrounding land uses, physical constraints, infrastructure services in and around the project),

- boundaries of the project and its implication on the environment, using appropriate map,
- qualitative and quantitative data on the biophysical environment (e.g. climate, soil, geology, hydrology, topography, flora and fauna),
- ongoing and planned activities that may affect the implementation of the proposed action,
- qualitative and quantitative socio-economic data (e.g. demographic indices, standard of living, infrastructure services, gender issues, special community groups, housing, energy and water supply),
- cultural and historic environment (e.g. sites of national parks, sanctuaries, monuments, statues, religious significant areas),
- prediction about the likely future environmental conditions in the absence of the proposed action,

2.8. Potential impacts identification and analysis

Under this section the potential positive and negative impacts that may be emanated as a result of the implementation of the proposed action should be described in sufficient detail.

The impact analysis and determination of significance should follow sound scientific procedures, legal requirements, views of interested and affected parties, and degree of confidence in prediction as related to, perspective precautionary principle.

The discussion should also elaborate on the potential impacts in terms of their nature, extent, magnitude, duration, reversibility, cumulative, synergistic, residual, frequency, etc.

2.9. Alternative analysis

Alternative options to the project design and implementation need to be briefly described in order to decide which option is the best one from environmental point of view. The analysis should demonstrate all possible alternatives this includes:

- to the project
- within the project
- no go

2.10. Public participation

In this section description of the public participation should be provided.

Important points in this respect include:

- description of the level of public participation,
- fairness and appropriateness of the modalities,
- time frame,
- representation of IAPs,
 - accurate reflection on the views, opinion and consent of the IAPs on proposed mitigation measures and compensation arrangements, etc.

2.11. Mitigation and enhancement measures

The focus of this section is to suggest appropriate measures in order to avoid and/or minimize negative and enhance positive impacts of the proposed actions. Mitigation and enhancement measures should be project specific and take in to account various issues such as cost, views of stakeholders involved in the EIA process.

The main types of mitigation and enhancement approaches which need due considerations are the following:

- prevention or minimization of impacts,
- elimination or reduction of adverse impacts,

- rehabilitation or restoration of environmental damage,
- Compensation to environmental and social damage,
- enhancement of beneficial impacts,
- consideration of cost and benefit scenarios of recommended measures,
- appropriateness and cost effectiveness of preferred measures,
- appropriateness of the technology used and the level of skill required to operate or maintain the technology, etc.

2.12 Environmental and social Management Plan

The effective implementation of EIA findings and recommendations hinges largely on the preparation and implementation of appropriate ESMP. It should thus include, at least, the following:

- outline of major positive and negative impacts,
- description of mitigation/enhancement measures,
- schedules of implementation,
- cost estimate,
- responsible body,
- monitoring scheme with defined performance benchmarks and indicators,
- contingency plans,
- attachment of environmental contract for the implementation of ESMP as the case may be, etc.

2.13. Monitoring/Auditing

Some impacts may need ongoing monitoring during construction and operation phases of the project. This would have importance to ensure effective implementation of ESMP. This may include:

- periodical monitoring and analysis of selected environmental parameters,
- submission of reports,
- verification of predicted impacts,
- auditing/monitoring that mitigation measures are being implemented, etc.

2.14. Conclusions and Recommendations

This section should clearly but concisely indicate the critical justification, which is relevant to the decision-making. It should also highlight the key conditions of implementation.

2.15. Appendices

These are separate documents to be used as references for the reviewers. They enable reviewers to reach an appropriate decision making. Examples of documents that may be provided as appendices are:

- detailed technical reports,
- site maps and flow charts
- specialist reports prepared in relation to the proposed project,
- proceeding of public involvement process endorsed by local authorities,
- list of people contacted,
- relevant quality certificates
- list of members of the study team
- detailed comments of stakeholders consulted.
- all tables, figures and other illustrative data containing environmental information.
- approved or endorsed Terms of reference (TOR) for the study