Annex 4 : The EIA Report

A4.1 The Role of the EIA Report

The role of the **EIA Report** is:

- Together with the associated **Comprehensive Mitigation Plan**, provide the Swaziland Environment Authority with sufficient information on the potential environmental impacts arising from a proposed project to enable a judgement to be made on whether to issue or refuse an **Environmental Compliance Certificate**.

- To document the process by which the studies and relevant consultation processes were carried out when collecting and evaluating that information.

- To provide a document that will readily communicate the relevant information to all interested and affected parties (including members of the public and NGOs) involved in the consultation and review processes.

The form and content of the **EIA Report** will be determined to a large extent by the results of the scoping process described in the **Scoping Report** (see Annex 2) and the size and nature of the proposed project. Therefore, the form and content proposed below concentrates on the style and a description of the expected content of the **EIA Report** rather than prescribing the exact report structure and layout.

The form and content presented below represent the interpretation of the Second Schedule of the Environmental Audit, Assessment and Review Regulations which the Swaziland Environment Authority will use when assessing the adequacy of an **EIA Report** submitted for review.

A4.2 Style of an EIA Report

As the **EIA Report** will be read by experts and non-experts alike the project proponent must ensure it communicates the relevant information, effectively, to all the likely audience. The style of an **EIA Report** should therefore:

- not be longer than 100 pages (200 pages including technical annexes) unless absolutely necessary.

- be presented to make information accessible to the non-specialist, avoiding technical terminology where possible in the main body and summary of the report.

- Have technical annexes for <u>all</u> technical reports and detailed studies which should only be

summarised, as appropriate, in the main body of the report.

- Have information presented in summary tables and use good quality maps, charts, diagrams and other visual aids wherever possible.

- Be clearly laid out with a clear table of contents, to allow the reader to find and assimilate information easily and quickly.

- Present information without bias and discuss issues with the emphasis appropriate to their importance as determined by the scoping process and in the overall context of the **EIA** study.

A4.3 Content of an EIA Report

Where the requirements are applicable, an **EIA Report** should include the following information as a minimum:

A4.3.1 Non Technical Summary

- A non-technical summary of around 10 pages which presents only the main conclusions and options for decision-making (not an attempt to summarise all the contents of the **EIA Report**).

A4.3.2 Policy and Legal Framework

- The relationship between the project and any relevant policy, legal, planning and administrative frameworks. This might include relevant building regulations, whether the location is zoned for the proposed development and what local and national Government bodies, Town Councils are involved in approving and operating the proposed development.

A4.3.3 Project Description and the Baseline Environment

- A description of the development including the purpose of the development as well as its physical characteristics, scale and design. The land requirements of the development, together with the duration of each expected land use must also be described.

- A proposed schedule / workplan for project implementation.

- A description of the affected area and surrounding location of the environment likely to be affected by the proposed project.

- A description of the affected environment as it could be expected to develop without the project - the “zero option”.

- Quantities of materials needed during construction and operation and, where appropriate, a description of any production processes that will be employed.

- Estimates of the types and quantities of wastes which might be produced and their proposed disposal routes to the environment. This must include all residual process and ancillary materials, effluents and emissions, waste energy, heat and noise.

A4.3.4 Identification and Evaluation of Impacts

- An investigation and description of the potential impacts on the environment identified in the **Scoping Report** together with any impacts subsequently identified as potentially significant.

- A description of the methodology used in identifying and investigating each impact and any uncertainties involved in interpreting or using the results of studies. Any data gaps should be identified and any assumptions made clearly explained.

- A description, in exact terms wherever possible, of the magnitude of predicted impacts together with confidence limits or uncertainty where applicable.

- The expected significance (or importance) of the predicted impacts, estimated separately from the predicted magnitude (or size) of those impacts, together with a full description of the sources of quality standards, rationale, assumptions and value judgements used in assessing significance.

- Summary tables or matrices of the impacts identified and evaluated together with an explanation of any symbols used.

Note:
Impacts must cover all potential effects on the environment (see the definition in Chapter 3, Section 3.2, of these guidelines) and should be predicted as a deviation from the baseline conditions that would exist if the project were not to proceed. Not all impacts should be studied in equal depth, the key impacts should be identified - taking due account of the views of interested and affected parties.

A4.3.5 Assessment of Alternatives

- Where applicable, an evaluation of feasible project alternatives (designs, locations, processes etc.) with the environmental implications of each presented and the reasons for their rejection briefly discussed - particularly where the preferred project is likely to have more significant environmental impacts.

Note:
As far as possible detailed investigation and available resources should focus on the chosen alternative.

A4.3.6 Mitigation Measures

- Reference to mitigation and compensation measures as they affect the impact investigation and evaluation process.

Note:
Detailed descriptions of mitigation and compensation measures and arrangements for their implementation are formulated into a separate, integrated and detailed **Comprehensive Mitigation Plan**, details of which are contained in Annex 5.

A4.3.7 Consultation Arrangements

- The processes followed in collecting and addressing the concerns of Interested and affected parties must be described.

- A list of those individuals and organisations consulted during the preparation of the **EIA Report**.

A4.3.8 Further Information

- A list of references.

- A Glossary of terms and acronyms.

- A list of project staff, consultants and specialists involved in preparing the EIA Report.

A4.4 Submitting the EIA Report and CMP

The **CMP** (as described in Annex 5) is an integral part of the **EIA Report** and must be submitted together with the **EIA Report**. The **CMP** and the **EIA Report** may be submitted as one document or bound separately. Because the **CMP** is a working document, if they are submitted as one document then the Technical Annexes must be bound separately in order to keep the overall size manageable.