Practice with Screening & Getting started with the on-line IEE Assistant

USAID Staff Environmental Training
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About this session

In this session:

we practice Reg. 216 screening using the step-by-step guidance and linked resources in the on-line IEE Assistant
The Assistant organizes the Reg 216 documentation process into 5 basic steps:

1. List Proposed Activities
2. Do Screening
3. Determine Documentation Required
4. Prepare Documentation
5. Submit
6. Address Queries

The RESOURCES PAGE contains links to all documentation forms, regulatory language & guidance materials referred to in the tool.

The GETTING STARTED page explains each step.

www.encapafrica.org/assistant.htm

DIAGRAM FUNCTIONS AS A NAVIGATION BAR
Getting started with Screening...

1. Click on “list proposed activities”

- The assistant defines the differences between “activities” and “actions”

- Provides a summary table to help you stay organized

  - List each activity
  - Record screening results

### Activities (with optional notes about scale, location, etc.)

<table>
<thead>
<tr>
<th>Activities</th>
<th>Screening Result</th>
<th>(If IEE is required) IEE Recommended Determination</th>
</tr>
</thead>
<tbody>
<tr>
<td>An activity is a desired accomplishment or output</td>
<td></td>
<td>Possible determinations:</td>
</tr>
<tr>
<td>E.g.: a road, seeding production, or river diversion</td>
<td></td>
<td>* Negative Determination</td>
</tr>
<tr>
<td>Accomplishing an activity requires a set of actions</td>
<td></td>
<td>* Neg Determination with Conditions</td>
</tr>
<tr>
<td>(For example, a road reconstruction involves surveying, grading, culvert construction, compaction, etc…)</td>
<td></td>
<td>* Positive Determination</td>
</tr>
<tr>
<td>List activities, NOT actions.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1. Market access road rehabilitation (<10km in up to 10 locations)

2. 

3. 

4. 

Review: what is an activity?

An activity is:

- a desired accomplishment or output
  - E.g.: a road, seedling production, or river diversion to irrigate land

Accomplishing an activity requires a set of actions

| ACTIVITY: market access road rehabilitation | ACTIONS: Survey, grading, culvert construction, compaction, etc. . . |

Screening is done at the activity level, NOT the action level.
Next step: the screening decision tree

Click on “do screening”

The assistant shows the screening “decision tree”
Follow the screening decision tree

Complete the decision tree for each activity listed. Enter the results in the summary table.

REMEMBER, Reg. 216 defines “Emergencies” (EXEMPTIONS) and “Low Risk Activities” (CATEGORICAL EXCLUSIONS) very specifically.

YOUR ACTIVITY MUST SATISFY THE REG. 216 DEFINITIONS, or it is NOT an exemption/categorical exclusion!
Review: What documentation is required?

The outcome of your screening process determines the documentation you must submit:

<table>
<thead>
<tr>
<th>Overall screening results</th>
<th>Environmental documentation required</th>
</tr>
</thead>
<tbody>
<tr>
<td>All activities are exempt</td>
<td>None*</td>
</tr>
<tr>
<td>All activities are categorically excluded</td>
<td>Categorical Exclusion request*</td>
</tr>
<tr>
<td>All activities require an IEE</td>
<td>IEE covering all activities*</td>
</tr>
<tr>
<td>Some activities are categorically excluded, some require an IEE</td>
<td>An IEE that*:</td>
</tr>
<tr>
<td></td>
<td>▪ covers activities for which an IEE is required AND</td>
</tr>
<tr>
<td></td>
<td>▪ Justifies the categorical exclusions</td>
</tr>
</tbody>
</table>

*plus a Compliance facesheet
**Review: Basic Reg. 216 compliance documents**

1. **Initial Environmental Examination**
   1. Goals and purpose of project; list of activities
   2. Baseline information
   3. Evaluation of potential environmental impacts
   4. Recommended findings, mitigation & monitoring

   **The IEE is USAID’s “preliminary assessment”**

2. **Categorical Exclusion Request**
   1. Goals and purpose of project: list activities
   2. Justification for a Categorical Exclusion (must cite the appropriate section of Reg. 216.)

   **A “facesheet” form accompanies both the IEE & the CatEx Request**

3. **The categorical exclusion request is a simple document used when ALL activities are “low risk”**

The EPTM

The IEE Assistant is based on the *Environmental Procedures Training Manual (EPTM)*

- Also provides step-by-step guidance & resources
- Available online at [www.encapafrica.org](http://www.encapafrica.org)