

User Notes

for

CIDA's

Environmental Assessment Forms

February 2002



Canadian International
Development Agency

Agence canadienne de
développement international

Canada

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Appendix A: Example Lists of Undertakings for Different Project Types

Click on the following link to view [examples of completed forms](#).

Purpose of User Notes

Introduction

These *User Notes* are designed to assist CIDA officers and partners to complete the forms required to ensure that CIDA-funded projects comply with environmental assessment requirements under the *Canadian Environmental Assessment Act (CEAA)*. The forms and their purposes are:

CIDA 1519-1E CEAA Applicability

To determine if an environmental assessment is required under the *CEAA*.

CIDA 1519-2E Environmental Assessment and Screening Report

For the purposes of compliance with the *CEAA*, to record information and analytical results drawn from documents prepared for or by CIDA during project preparation, including any environmental analyses or assessment results.

CIDA 1519-3E Matrix of Environmental Issues

To assist in rating the possible physical and biological effects for each project undertaking and nonbiophysical component (NBP) as to likelihood of significant adverse environmental effects.

CIDA 1519-4E Review of Screening Report and CIDA Course of Action

To record CIDA's review of the Screening Report and the determination of CIDA's course of action based on that review.

Each form contains numbered references to individual items in these *User Notes*.

The basis for completing the forms, especially the Screening Report (CIDA 1519-2E), is project preparation documents which may or may not include a distinct environmental assessment report.

At the same time, the forms should not be used just to record project preparation results. In particular, the Screening Report contains questions and tools (e.g., the assessment matrix) which are useful in the environmental *planning* of projects. CIDA officers are encouraged to use them to generate more environmentally appropriate projects and to avoid situations where *CEAA* assessment requirements result in fully prepared projects being abandoned.

The forms are available at www.acdi-cida.gc.ca/forms.htm.

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Bold numbers in brackets (e.g., [9]) refer to another item in these User Notes.

1. Proponent

Under the *Canadian Environmental Assessment Act (CEAA)*, a *proponent* is a person, body, federal authority or government that proposes a project.

2. Responsible Authority

Under the *CEAA*, a *responsible authority (RA)* is a federal authority that is required to ensure that an environmental assessment of a project is carried out. CIDA is always the RA for its projects.

3. Project Description

The *CEAA* defines a *project*:

- (a) as any proposed construction, operation, modification, decommissioning, abandonment or other undertaking in relation to a physical work [4], or
- (b) as any proposed physical activity not relating to a physical work that is prescribed or is within a class of physical activities that is prescribed by regulations made pursuant to the *CEAA* [5, 6].

The project description should summarize the project with particular attention to those elements of its plan, design, construction, operation or closure which may cause adverse environmental effects. The description should include all planned mitigation measures [10]. The description should contain enough detail to enable reviewers to appreciate the need for mitigation measures, the nature of any adverse environmental effects, and the need for and design of any follow-up program.

In general, there are two types of projects -- *point* and *linear*. *Point projects* occur at one site, usually well-defined. Examples are a clinic, dam or manufacturing plant. *Linear projects* extend across the landscape in a narrow band. Examples are roads, pipelines, and electric transmission lines.

All the following CIDA proposed or CIDA financed activities are subject to a determination of *CEAA* applicability:

- all Line of Business (LOB) in the Geographic Roadmap (except for LOB no. 6 - Policy and Advocacy);
- all Memorandum of Approval to the Minister for International Cooperation and/or president;
- Canada Fund for Local Initiatives and other Mission-Administered funds;
- the approval of Counterpart Fund for Local Initiatives and projects supported by Counterpart Funds;
- Institutional Cooperation Division of the Canadian Partnership Branch (CPB), inclusive of Educational Institutional Programs, Cooperatives, Unions and Professional Associations, and Scholarship and Environment Programs;

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- Program-Funded NGOs and the NGO Project Facility in CPB;
- Technical Cooperation Program, Multilateral Program, Reconnaissance Eastern Europe in Central and Eastern Europe Branch (CEEB);
- Food Aid Centre, International Financial Institutions, and Multilateral Technical Cooperation in Multilateral Programs Branch (MPB).

4. Physical Work

A physical work is a real object or collection of objects. It does not include policies, plans or programs, even though these may call for, or prescribe the creation of physical works.

5. Inclusion List Regulations

These regulations prescribe physical activities, not relating to physical works, and classes of physical activities that may require an environmental assessment under the *CEAA*.

The Inclusion List applies to CIDA. (Sections 20 to 30, 32, 33, 34, 36, 41 and 77 are particularly relevant to CIDA activities.)

Click on the following link to consult the [Inclusion List Regulations](#).

6. Exclusion List Regulations

These regulations prescribe projects and classes of projects for which an environmental assessment is not required under the *CEAA*.

Click on the following link to consult the [Exclusion List Regulations](#).

7. Projects Outside Canada (POC) Environmental Assessment Regulations

These regulations apply to projects outside both Canada *and* federal lands (i.e. embassies, high commissions, and official residences officially part of Canada) in respect of which a federal authority exercises a power or performs a duty or function described in subparagraph 5(1)(a) and (b) of the *Canadian Environmental Assessment Act*.

Click on the following link to consult the [POC Environmental Assessment Regulations](#).

8. Emergency

An environmental assessment is not required where a project is to be carried out in response to a national emergency as declared pursuant to the *Emergencies Act* or in response to an emergency and carrying out the project without delay is in the interest of preventing damage to property or the environment, or is in the interest of public health or safety (subparagraphs 7(1)(b) and (c)) of the *CEAA*.

9. FEAI No. and CIDA Public Registry

The FEAI (Federal Environmental Assessment Index) number is the basic reference number for a project on the *CEAA* Public Registry. It is obtained by the Public Registry Co-ordinator in the Environmental Assessment and Compliance Division, Policy Branch, CIDA. The Public

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Notice date is the date the records concerning environmental assessments under the *CEAA* are filed in CIDA's Public Registry by the Public Registry Coordinator.

The FEAI, a database management system developed by the Canadian Environmental Assessment Agency (CEA Agency), provides access to information on environmental assessments conducted under the *CEAA* regardless of the Responsible Authority [2]. It also directs the public to contacts and document listings related to specific environmental assessments.

CIDA's Public Registry is in the International Development Information Centre (IDIC) at CIDA headquarters. It contains all EA records pertaining to CIDA projects listed on the FEAI. For all Canada Funds and mission-administered funds projects that undergo an environmental screening under the *CEAA*, each mission also keeps copies of any documents relating to the environmental assessment in an area specifically designated as the "public registry". As defined by the *Access to Information Act*, a "record includes any correspondence, memorandum, book, plan, map, drawing, diagram, pictorial or graphic work, photograph, film, microfilm, sound recording, videotape, machine readable record, and any other documentary material, regardless of physical form or characteristics, and any copy thereof."

10. Mitigation Measures

Mitigation measures avoid, reduce, control or compensate for adverse environmental effects of a project. More formally, the *CEAA* defines *mitigation* as:

In respect of a project, the elimination, reduction or control of the adverse environmental effects of the project, and includes restitution for any damage to the environment caused by such effects through replacement, restoration, compensation or any other means.

A wide variety of approaches are available for providing mitigation measures, such as:

- Project sites that avoid sensitive areas.
- Project designs that avoid site sensitivities, incorporate pollution control equipment and cleaner production processes, reduce energy and materials use, or reuse waste materials.
- Construction strategies that avoid ecologically or culturally sensitive times of the year, package and schedule work to maximize the use of local labour, or incorporate training useful outside of the project.
- Operations strategies that control energy and materials use, minimize waste streams, or enhance worker health and safety.
- Contingency plans for dealing with accidents or malfunctions, including the stockpiling of emergency response supplies.
- Compensating for lost or degraded ecological values in the project area by enhancing similar values elsewhere.

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Information on the potential effects of various project types, and appropriate mitigation measures, can be found, for example, by referring to the following publications: European Commission (1993) and World Bank (1991b and 1991c).

11. Environment and Environmental Effects

The *CEAA* defines *environment* as the components of the Earth including:

- (a) land, water and air, including all layers of the atmosphere;
- (b) all organic and inorganic matter and living organisms; and
- (c) the interacting natural systems that include components of (a) and (b).

The *CEAA* defines *environmental effect* to mean:

- (a) any change that the project may cause in the environment, including any effect of any such change on health and socio-economic conditions, on physical and cultural heritage, on the current use of land and resources for traditional purposes by aboriginal persons, or on any structure, site or thing that is of historical, archaeological, paleontological or architectural significance; and
- (b) any change to the project that may be caused by the environment, whether any such change occurs within or outside Canada.

Thus, environmental effects include direct and indirect adverse physical and biological effects. Environmental effects also include effects from malfunctions or accidents associated with the project. Moreover, *CEAA* requires that adverse effects of the environment on a project be addressed [18].

12. Describing the Project Surroundings

What is required is an overview of the environmental setting of the project to give the report reviewer a good sense of the environmental context in which the project is to be implemented and what specific conditions the project is likely to affect. The description should contain enough detail to enable reviewers to appreciate the effects analysis, the rationale for mitigation measures, and conclusions about the significance of adverse environmental effects.

For example:

The project is located in a poor, rural area characterized by gently rolling, sparsely treed terrain largely devoted to small-scale, rain-fed cropping and animal husbandry. The principal resource issues are adequacy of rainfall for agriculture, soil fertility and erosion, and securing adequate potable water. Family enclosures are scattered about the area, linked by paths, dirt tracks and some secondary dust roads. Children walk to local schools. Trips to the closest health clinic take the better part of a day, and trips to the nearest town typically require a bus ride and an overnight stay. Illnesses resulting from the shortage of potable water, chronic under nutrition and AIDS are common.

13. Identifying Adverse Environmental Effects

The adverse environmental effects which must be identified are those which remain *after* mitigation measures are implemented. They are identified based on information and analytical results in documents prepared for or by CIDA during project preparation, including any environmental analyses or assessment results.

Analyzing the adverse environmental effects of a project involves forecasting future environmental conditions with and without the project, including the mitigation measures. Project effects are the differences between these two forecasts. In practice, anticipating future conditions without a project is often quite difficult and effects are typically measured as changes from existing conditions. However, where current trends in environmental conditions are evident, they should be incorporated into the analysis.

Establishing the *spatial boundaries* and *time horizon* for the analysis is a vital initial step to contain the work within reasonable bounds. It is also vital to “*scope*” the analysis to focus on key issues of principal concern and make most effective use of assessment resources.

Environmental effects can have several *attributes*. They are usually analyzed and described in terms of their magnitude, geographic extent, duration and frequency, and/or degree of reversibility.

The analysis of effects must address *all phases* of a project including:

- (a) Pre-construction activities (e.g., surveys, upgrading/creating access);
- (b) Construction;
- (c) Operation;
- (d) Closure; and
- (e) Accidents and malfunctions.

It is important to remember that a project can have both *direct* and *indirect* (secondary, tertiary, etc.) effects, as well as *on-site* and *off-site* effects. All must be considered. A *direct effect* is caused by the project directly. *Indirect effects* are caused by a direct effect. For example, a dam/irrigation project impounds water and distributes it through new supply channels. The direct effect is a change in the surface water hydrology. Indirect effects are changes in fish production, leading to changes in the availability of fish and, in turn, in human health. Another indirect effect is the spread of water-borne diseases (e.g., malaria, schistosomiasis) leading to changes in human health. Furthermore, direct and indirect effects may come together to affect one environmental component, as with human health in the example. These are known as *interactive effects*.

On-site effects occur within the physical boundaries of a project while *off-site effects* occur outside these boundaries. Examples of off-site effects for an industrial plant are downwind air pollution and socio-economic effects induced in nearby towns as a result of in-migration of workers or people seeking employment.

The analysis of project effects may be carried out by a knowledgeable individual or by a multi-disciplinary team, depending on the size, complexity and anticipated effects of a project.

14. Public Concern

People may be concerned about the effects of a project whether or not the environmental assessment concludes that the effects are significant. If these concerns are substantial, further public consultation, redesign of the project, or referral of the project to a mediator, a review panel, a joint review panel or an advisory committee may be warranted.

All public comments received on a project must be documented in the screening report.

15. Significance of Adverse Environmental Effects

For projects subject to environmental assessment, determinations of how CIDA will proceed are based on an assessment of the significance of likely, adverse environmental effects. Guidelines of the Canadian Environmental Assessment Agency (CEA Agency 1994) identify the following factors that should be taken into account when deciding whether an adverse environmental effect is significant:

- (a) Magnitude of the effect;
- (b) Geographic extent of the effect;
- (c) Duration and frequency of the effect;
- (d) Degree to which the effect is reversible; and
- (e) The environmental context of the effect. (An effect may be significant if it occurs in areas/regions that are already degraded, or are ecologically fragile with little resilience to stress.)

An adverse environmental effect is significant if, in the judgement of the assessor, it is not insignificant -- there is no middle ground.

The CEA Agency (1994) directs that project proponents should always submit information on the five factors listed above, and that criteria used to determine significance should be based on them. The assessor must use his/her own judgement in determining the significance of environmental effects, based on the above factors (15 (a) - (e)). In addition to the factors listed by the CEA Agency, assessors might also consider if:

Physical components:

- An established standard (e.g., air or water quality) would be exceeded for unreasonable lengths of time.
- The effect would reduce the carrying capacity for biological components of the environment.
- The effect would pose an unacceptable risk to human health or safety.

Biological components

- The effect would be outside the range of natural variation in the size or distribution of the component population.

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- The effect would persist for an unreasonable length of time (e.g., longer than one generation).

Resource use components

- The effect represents a reduction in use lasting an unreasonable length of time (e.g., a year or more).
- The effect would result in a significant socio-economic change.

Health components

- The magnitude of the effect would be outside the range of natural variation in the component.

Socio-economic components

- The effect would be of sufficient magnitude and duration that people, communities or governments could not adapt to the effect relatively quickly in a way that leaves them no less well off than they were previously.

Cultural/heritage components

- A locally or regionally important component is permanently affected.

16. Completing the Matrix of Environmental Issues

The purpose of the matrix of environmental issues is twofold:

- (a) working methodically through the matrix assists in the assessment of potential effects of a project. Thus, the matrix can be used as a checklist when identifying potential effects for analysis; and
- (b) the matrix provides an overview of the results of the assessment.

Completing the matrix of environmental issues involves several steps:

1. Develop a complete list of project undertakings which may cause environmental effects and enter them in the first column of the top part of the matrix. Ensure you consider all project phases (e.g. pre-construction, construction, operation, closure, and accidents and malfunctions). Use more than one matrix if the number of undertakings exceeds the number of rows in the matrix. Assign sequential numbers to each undertaking you list (Column "No."). Example lists of undertakings for different project types are given in Appendix A.
2. Based on the effects analysis, read across the row for each undertaking and code each cell where the undertaking is expected to cause a direct or indirect effect on a biophysical environmental component. Use the codes shown in **Table 1** below (e.g., "B"). Blank columns are provided in the matrix for specifying other biophysical environmental components.

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Review each column corresponding to the various biophysical environmental components. Where effects are coded in more than one cell of a column, consider if there will be an interactive effect on that component. If so, code it in the "Interactive Effects" row as above.

3. For each coded biophysical effect where there would be a consequent (i.e., indirect) non-biophysical (NBP) effect, complete the bottom part of the matrix. First, from the examples in **Table 2**, identify the NBP components which might be affected and enter them in the first column. Then, write the relevant undertaking number(s) (Column "No." in the top part of the matrix) in the appropriate NBP cell in the bottom part of the matrix and add the appropriate significance code (e.g., "2B").

Review each row corresponding to the various NBP components. Where effects are coded in more than one cell of a row, consider if there will be an interactive effect on that component. If so, code it in the "Interactive Effects" column as above.

Click on the following link to view [examples of completed matrices](#).

Table 1 — Codes Used for the Matrix of Environmental Issues

Code	Meaning
Blank	No significant negative environmental effect <i>and</i> there is no significant public concern
A	Significant positive environmental effect
B	Significant negative environmental effect that can be mitigated
C	Potential significant negative environmental effect unknown
D	Significant public concern
E	Significant negative environmental effect that cannot be mitigated

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Table 2 — Standard Non-Biophysical (NBP) Environmental Components

Group	Environmental Component
Resource Use	Water Supply / Use Agriculture / Animal Husbandry Forestry Hunting Fishing Gathering / Trapping Visual Features Tourism / Recreational Activities Land Uses by Aboriginals Use of Resources by Aboriginals Other (Specify)
Health	Individual / Community Occupational Services Other (Specify)
Socio-Economic	Population / Demographics Housing / Accommodation Community Infrastructure / Services Employment / Incomes Education / Training Access / Transportation Government Costs / Revenues Other (Specify)
Cultural / Heritage	Historic Sites / Features Archaeological / Paleontological Sites Traditional Sites / Uses Sites of Architectural Significance Other (Specify)

17. Cumulative Environmental Effects

A cumulative environmental effect is an effect that is likely to result from the project *in combination with* effects due to other projects or activities that have been or will be carried out.

The purpose of analyzing cumulative effects is to identify and avoid situations where the effects of discrete projects or activities act together to create significant adverse effects. For example, one tube well project may not effect ground water supply, but should more tube well projects be implemented in the same area, the cumulative effect could be that ground water supplies would not be sustainable.

When a *likely* and *significant* cumulative biophysical effect is expected, code the appropriate cell in the “Cumulative Effects” row in the top part of the matrix. Again, use the codes shown in **Table 1**.

When a *likely* and *significant* cumulative non-biophysical (NBP) effect is expected, code the appropriate cell in the “Cumulative Effects” column in the bottom part of the matrix.

18. Effects of the Environment on a Project

Understanding how the environment may affect a project provides information useful in assessing project feasibility and its environmental effects. For example, an irrigation dam built in a watershed subject to significant erosion can have a much shortened life span if it silts up quickly. Placing a sewage treatment plant in an active flood plain can lead to serious water pollution problems during unexpectedly high water.

As stated in [11], the *CEAA* includes changes to a project caused by the environment within the definition of *environmental effect*. Such effects must be considered in undertaking screenings.

19. Public Participation

Public participation is *not* mandatory in carrying out screenings.

At the same time, disseminating public information about a project, and consulting individuals, families and communities about the purpose and design of a project, is useful for several reasons:

- Projects create change. Involving people lessens their anxiety and concern, and can lead to projects which are more readily accepted.
- When people are informed, they are better able to appreciate the benefits (e.g. health) and opportunities (e.g., jobs, market for their goods and services) it will have for them.
- People in a project area may have a wealth of information about local conditions which can be valuable to those carrying out EA studies.
- Omissions or mistakes in EA can be avoided. Locals can point out issues of concern to them and what they value most in their environment so that they can be incorporated into an EA.
- Local people can provide useful mitigation suggestions which may not be apparent to an outsider.
- In democratic societies, people expect to be consulted about projects which will affect them. Failure to do so can result in political problems for government and delays for the project proponent.

Public information methods include press conferences, publishing information notices or brochures, and appointing citizens to advisory committees. They are a one-way form of communication, carried out just to inform the public. They can play a very useful role in letting people know what is going on and of stemming proliferation of incomplete and inaccurate information through rumours and false reports.

Public consultation methods include interviews, questionnaires, polls, community meetings, open houses, and public hearings. Communication is two-way.

- Interviews are conducted individually with a representative of range of stakeholders. They are generally unstructured.
- Questionnaires and polls seek more specific information from a broader sample of people.

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- Community meetings are informal gatherings where the proponent, stakeholders and, perhaps, government representatives exchange information, views, concerns and suggestions.
- Open houses are informal receptions where project information is available and public responses are sought.
- Public hearings are quasi-judicial forums held to consider the formal approval of an EIA report or an entire project. They are structured proceedings, presided over by an administrative authority, where testimony is given and examined, arguments for and against approval are heard, and decision are made.

20. Follow-up Program

A follow-up program is *not* required for screenings, but is useful to:

- (a) verify the accuracy of the environmental assessment of a project;
- (b) determine the effectiveness of any mitigation measures; and
- (c) adjust the project if unplanned or unforeseen events jeopardize the success of the project or the integrity of the environment.

When follow-up is required, it is incumbent upon CIDA to get confirmation in writing that the prescribed mitigation measures have been implemented and analyzed for their effectiveness. It is also incumbent upon CIDA and the Executing Agency to take any necessary corrective action pursuant to the follow-up program which should ideally be built into the project design.

21. Project Referral to Mediator, Review Panel, Joint Review Panel or Advisory Committee

When CIDA determines that, as a result of a Screening, a project is to be referred to a mediator, a review panel, a joint review panel or an advisory committee, the first step (in consultation first with the respective CIDA Branch Vice-President, Vice-President of Policy Branch, and President) is referral of the project to the Minister of Environment. The Minister then refers the project to mediation (subsections 30-32, POC), to a review panel (subsections 33-35, POC), to a joint review panel by the Department of Environment and the Department of Foreign Affairs and International Trade (subsection 40-42, POC), or to an advisory committee (subsection 33, 35.1, POC).

The report from this referral is given to the Minister of Environment, the Minister of Foreign Affairs and International Trade, and to CIDA. The Minister of Environment facilitates public access to the report (subsection 36, POC). CIDA considers the report and, with the approval of the Governor in Council, responds. Three determinations are possible:

- (a) The project **IS NOT** likely to cause significant adverse environmental effects; OR
- (b) The project **IS** likely to cause significant adverse environmental effects that **CAN** be justified; OR
- (c) The project **IS** likely to cause significant adverse environmental effects that **CANNOT** be justified.

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In the first two cases, CIDA's involvement in the project as submitted can proceed. CIDA must:

- Ensure the implementation of any mitigation measures [10] it considers appropriate (subsection 37, POC);
- Design and arrange for the implementation of any follow-up program [20] it considers appropriate (subsection 38, POC); and
- Ensure that the public is notified in accordance with subsection 38, POC.

In the third case, CIDA's involvement in the project as submitted **CANNOT** proceed. CIDA must ensure that a notice to that effect is filed in the Public Registry [9] (subparagraph 37(3)(a)), POC).

22. Examples of Alternative Environmental Assessment Processes Consistent with the CEAA (to be used under subsection 54(2) of the CEAA when essential details of the project are unknown)

The following are examples of countries and organizations that have environmental assessment processes that meet the minimal standards of the CEAA and can therefore be used as alternatives to the Canadian process:

- Bangladesh
- Bolivia
- Egypt
- Philippines
- South Africa
- African Development Bank
- Asian Development Bank
- World Bank

This list is *not* inclusive. When in doubt about using a foreign EA process, please consult the Environmental Assessment and Compliance Division, Policy Branch at CIDA or the branch environment specialist.

Please note, CIDA must first justify why the CEAA, as far as practicable, cannot be used before an alternative consistent process is selected. CIDA always has the option of using the CEAA for Subsection 54(2) situations.

23. Determining Environmental Effects when the CEAA does not apply

When the CEAA does not apply, the environmental effects of CIDA's initiative should be considered under CIDA's Policy for Environmental Sustainability, CIDA's Sustainable Development Strategy, the Convention to Combat Desertification, the UN Framework Convention on Climate Change and the UN Convention on Biological Diversity. If the initiative warrants an environmental assessment, it is highly recommended that information from a range of sources be used in the analysis. Any "generic" environmental assessment process can be used as long as it represents best environmental assessment practice.

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References

For technical assistance in accessing the following and other similar documents, contact CIDA branch environmental specialists or the Environmental Assessment Compliance Division, Policy Branch, CIDA headquarters.

Canadian International Development Agency (CIDA)

Available on-line and in print

- z Database of Environmental Impact Assessment Training Courses (prepared in association with the International Association for Impact Assessment (IAIA))
- z Environmental Assessment at CIDA
- z Manual on the *Canadian Environmental Assessment Act: The Canada Fund and Mission-Administered Funds*
- z User Guide on the *Canadian Environmental Assessment Act: The Public Registry*
- z Index of EIA Web Sites (prepared in association with IAIA)
- z Environmental Sourcebook for Micro-Finance Institutions: Executive Summary (prepared by Asia Branch)
- z Handbook on Environmental Assessment of Non-Governmental Organizations and Institutions Programs and Projects (prepared by Canadian Partnership Branch)

"Environmental Assessment at CIDA" Web Site: www.acdi-cida.gc.ca/ea

Available in print form only:

- z Posters of operational processes under the *Canadian Environmental Assessment Act*
- z Benefits of Environmental Assessment (available in English only)
- z Environmental Assessment Manual for Community Development Projects (prepared by Asia Branch, available in English only)
- z Environmental Sourcebook for Micro-Finance Institutions (prepared by Asia Branch, available in English only)
- z Integrating Indigenous knowledge in Project Planning and Implementation

Environment related CIDA publications:

Available on-line and in print:

- z CIDA's Policy for Environmental Sustainability
- z Our Commitment to Sustainable Development: The Strategy of the Canadian International Development Agency

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Related non-CIDA publications:

- z Canadian Environmental Assessment Agency (CEA Agency). 1994. The *Canadian Environmental Assessment Act: Responsible Authority's Guide*. CEA Agency: Ottawa. November 1994.
- z Canadian Environmental Assessment Agency (CEA Agency). 1994. The Responsible Authority's Filing System of the Federal Environmental Assessment Index -- a User's Manual. CEA Agency: Ottawa. December 1994.
- z European Commission. 1993. Sectoral Environmental Assessment Sourcebook. Directorate-General for Development, Commission of the European Communities. June 1993.
- z World Bank. 1991a. Environmental Assessment Sourcebook. Volume I: Policies, Procedures, and Cross-Sectoral Issues. Environment Department, World Bank: Washington.
- z World Bank. 1991b. Environmental Assessment Sourcebook. Volume II: Sectoral Guidelines. Environment Department, World Bank: Washington.
- z World Bank. 1991c. Environmental Assessment Sourcebook. Volume III: Guidelines for Environmental Assessment of Energy and Industry Projects. Environment Department, World Bank: Washington.

Appendix A:

Example List of Undertakings for Different Project Types

A1. Irrigation Projects

Land preparation

- Resettlement
- Land clearing
- Land levelling
- Excavation of supply/drainage channels

Infrastructure construction

- Major civil works (e.g., dams, weirs, pumping stations, distribution canals, pipeline)
- Minor civil works (e.g., wells, distribution systems)
- Flooding

Irrigation management

- Water abstraction from groundwater
- Water abstraction from stream, river or reservoir
- Distribution of water
- Field application of water
- Drainage
- Reuse of irrigation water

A2. Solid Waste Management Projects

Site selection

Construction

- Access roads
- Landfill cells
- Incinerators

Waste collection and transfer

Waste treatment and disposal

- Chemical treatment
- Biological treatment
- Physical treatment

Maintenance of operations