



**NEVIS ISLAND ADMINISTRATION  
MINISTRY OF COMMUNICATION & WORKS, POST, WATER,  
PHYSICAL PLANNING, NATURAL RESOURCES AND  
ENVIRONMENT.**

**Department Of Physical Planning, Natural Resources and  
Environment.**

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## **Environmental Impact Assessments**

### **Outline for Terms of Reference (ToR)**

*The terms of reference should layout the approach to and techniques involved in the environmental impact assessment. Once the terms of reference has been settled and found acceptable by the Department of Physical Planning, Natural Resources and Environment the developer is expected to conduct the assessment accordingly, working towards the submission of the Environmental Impact Assessment Report. The Report must be submitted to the Department in four copies.*

### **Introduction**

State the purpose of the terms of reference, identify the development project to be assessed, and explain the executing arrangements for the environmental impact assessment.

#### **1. Background**

Give a brief description of the proposed project's major components, a statement explaining why the project is needed and objectives it is intended to meet, the implementing agency, a brief history of the project, its current status and timetable and identify any associated projects.

#### **2. Objectives**

Summarize the general scope of the environmental assessment and outline its timing in terms of project preparation, design and execution.

#### **3. Identification of major environmental concerns**

In a screening exercise the Department of Physical Planning will identify concerns for each area listed below. Concerns will be the basis for the investigations to be detailed in the scope of works. The project proponent will add as is necessary

- Physical environment
- Socio-economic environment
- Archeological environment
- Ecology
- Legislative provision

#### **4. Study area**

Based on concerns specify the boundaries of the area for investigation which is inclusive of lands adjacent to the project site; boundaries cannot consist of imaginary lines.

#### **5. Scope of works**

Recommend standard environmental impact assessment techniques to be applied, inclusive of field reconnaissance, data analysis and interviews with appropriate persons. For this activity the terms of reference should identify specific scoping exercises or tasks, which will be performed in the study area to investigate concerns. Recommended tasks should address:

##### ***a. Description of the environment***

- i. Recommend a set of tasks for the investigation of concerns listed. Tasks should include the presentation, analysis and evaluation of baseline data on the relevant characteristics of the physical, ecological, archaeological, socio-economic & cultural environment of the area.

##### ***b. Legislative and regulatory conditions***

- i. Recommend tasks the assessment will undertake to ensure adequate investigation of pertinent regulations governing development, environmental quality, safety, health, protection of endangered species (CITIES, NCEPA etc.) and disaster etc.

##### ***c. Impacts***

- i. List activities to be undertaken for the identification and measurement of potential adverse and positive impacts, which are likely to arise during the construction and operation phase of the project.

##### ***d. Mitigation and Alternatives***

- i. Show the consideration for mitigation and alternatives to be included in the report.

##### ***e. Consultation***

- i. State the methodology for ensuring public participation in the assessment process.

## 6. Report

The report should be inclusive of the following; the EIR must be submitted in four copies. Whilst variations to the proposed content are not discouraged it is necessary that items identified are included and clearly labeled for review purposes.

### **Report content**

- a. Table of content and introduction;
- b. Executive summary  
A summary of the project consisting of the essential elements, components etc; the executive summary will be a source of reference to the Review Committee, during their assessment of the Report.
- c. Baseline information on the study area,  
This should be collected prior to any site work including clearance of land.
- d. Environmental impacts for both the construction and operation phase  
Documentation of all impacts both negative and positive
- e. Alternative project activities,  
Where necessary list the appropriate alternative to current project activities
- f. Mitigations  
Where required identify mitigations to address impacts
- g. Monitoring plans,  
This should include both the construction and post construction phases
- h. Assessment methods and procedures,  
List all formulas and established processes used in the investigation/assessment
- i. Information on the qualification of personnel involved in the preparation of the environmental impact assessment report and
- j. Include documents of all studies completed during the assessment as an appendix in the report
- k. References