



**USAID**  
FROM THE AMERICAN PEOPLE

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

USAID Staff Environmental Training  
Pretoria ▪ 11–15 May 2009

# About this session



**In this session:**

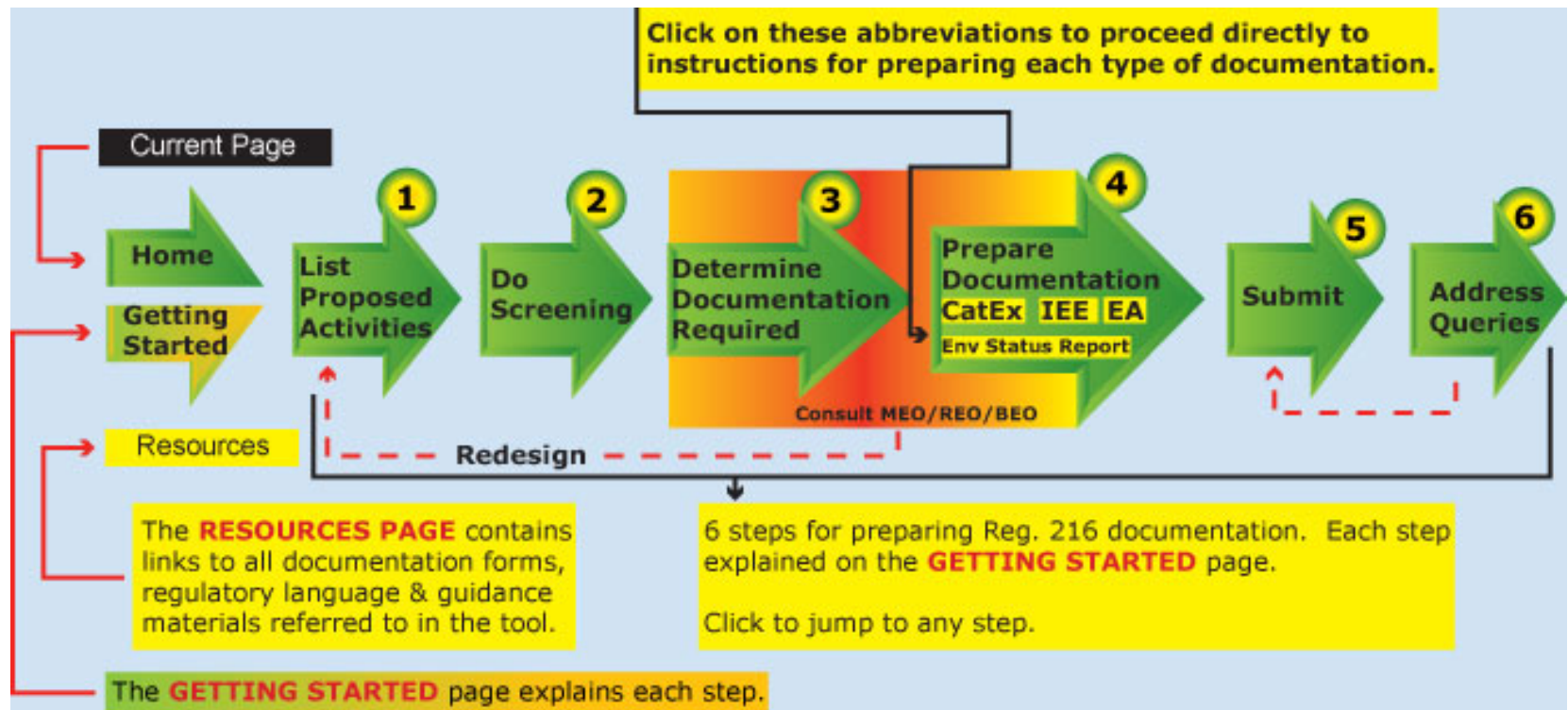
**we practice Reg. 216  
screening using the  
step-by-step  
guidance and linked  
resources in the on-  
line *IEE Assistant***



**[www.encapafrika.org/  
assistant.htm](http://www.encapafrika.org/assistant.htm)**

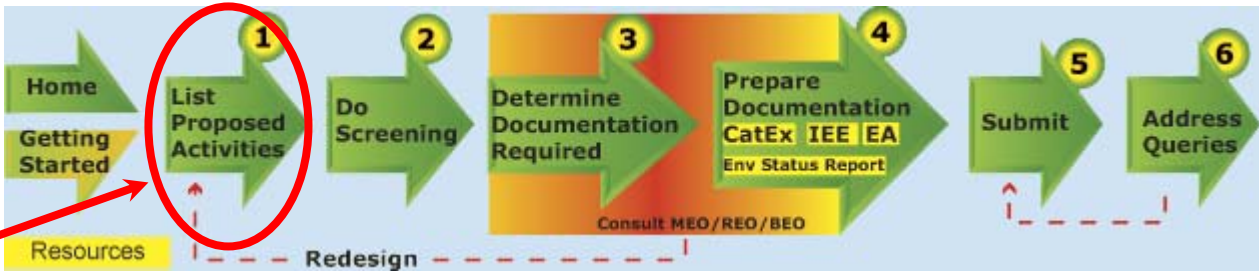
# IEE Assistant: Overview

The Assistant organizes the Reg 216 documentation process into 5 basic steps:



*diagram functions as a navigation bar*

# Getting started with Screening. ..



1

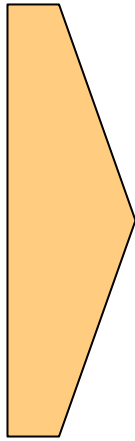
Click on “list proposed activities”

- ❖ 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.)	Screening Result	(If IEE is required) IEE Recommended Determination
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 (For example, a access road rehabilitation involves survey, grading, culvert construction, compaction, etc. . . ) <b>List activities, NOT actions.</b>	<b>Possible results:</b> * <b>Categorical Exclusion,</b> * <b>IEE Required,</b> * <b>IEE Required and High Risk</b>	<b>Possible determinations:</b> * <b>Negative Determination</b> * <b>Neg Determination with Conditions</b> * <b>Positive Determination</b>
1. Market access road rehabilitation (~100km in up to 10 locations)	IEE required	Negative Determination with Conditions
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

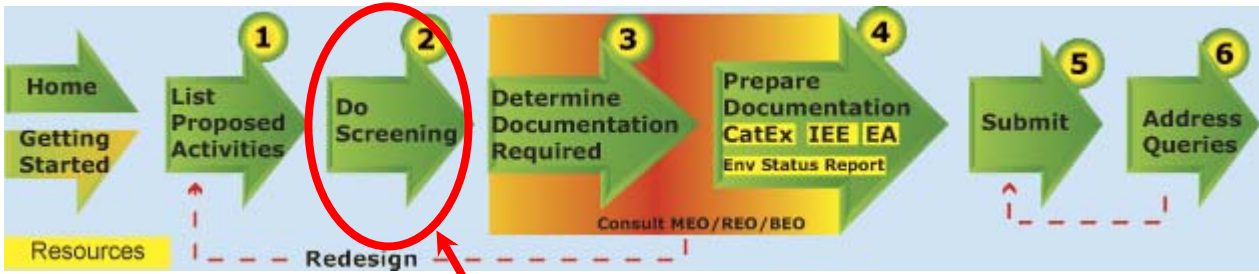


**Accomplishing an activity requires a set of actions**

<b>ACTIVITY:</b> market access road rehabilitation	<b>ACTIONS:</b> Survey, grading, culvert construction, compaction, etc. . .
-------------------------------------------------------------	--------------------------------------------------------------------------------------

**! Screening is done at the activity level, NOT the action level. .**

# Next step: the screening decision tree

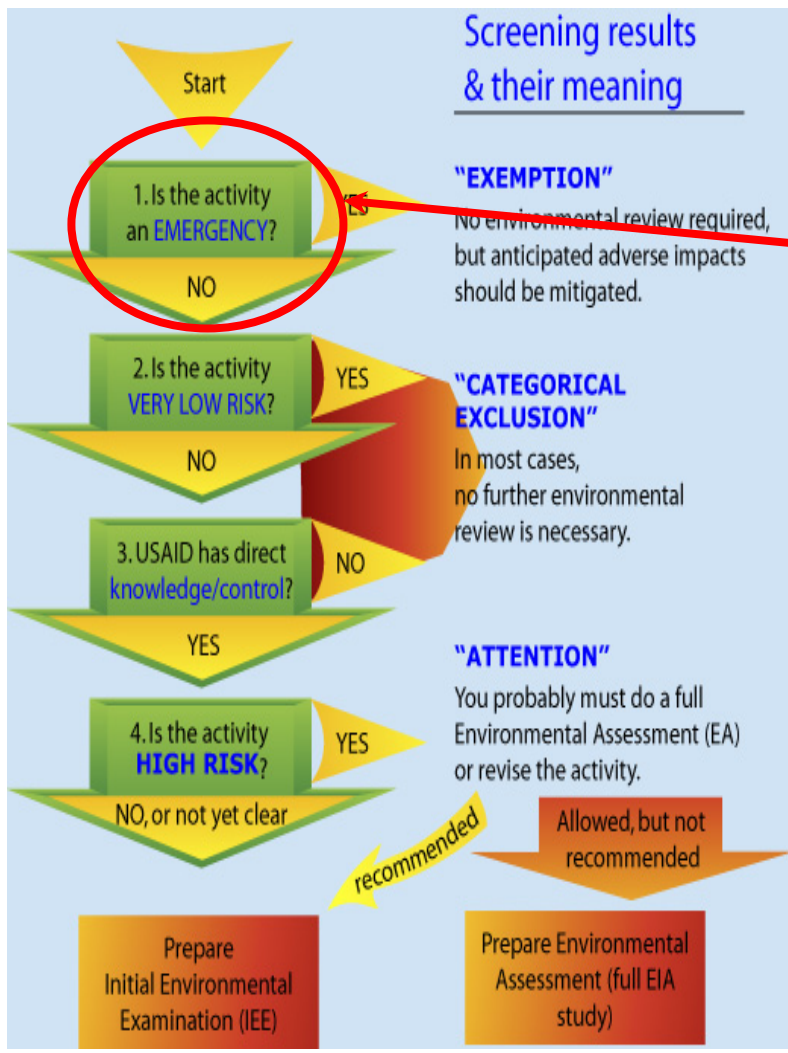


2

Click on “do screening”

The assistant shows the screening “decision tree”

# Follow the screening decision tree



Click on any of the screening questions and get a pop-up summary definition

Another click gives you the detailed definition

**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:

Overall screening results	Environmental documentation required
All activities are exempt	None*
All activities are categorically excluded	Categorical Exclusion request*
All activities require an IEE	IEE covering all activities*
Some activities are categorically excluded, some require an IEE	An IEE that*: <ul style="list-style-type: none"> <li>covers activities for which an IEE is required AND</li> <li>Justifies the categorical exclusions</li> </ul>

**\*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

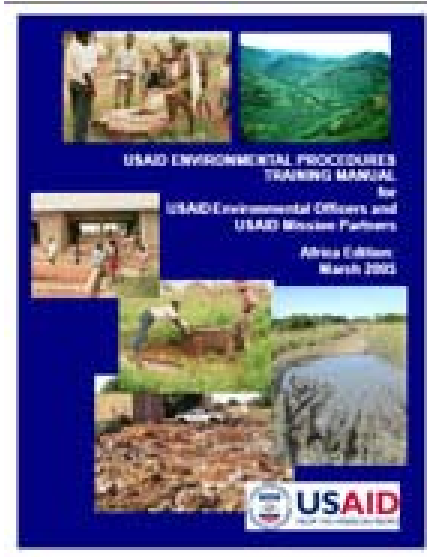
- ## Categorical Exclusion Request
1. Goals and purpose of project: list activities
  2. Justification for a Categorical Exclusion (must cite the appropriate section of Reg. 216.)

**The categorical exclusion request is a simple document used when ALL activities are "low risk"**

3

**A "facesheet" form accompanies both the IEE & the CatEx Request**

# 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.encapafrika.org](http://www.encapafrika.org)