TERMS OF REFERENCE

ENVIRONMENTAL IMPACT ASSESSMENT FOR WASTEWATER TREATMENT PLANT AT [LOCATION] BY [APPLICANT]

Prepared by: The National Environment and Planning Agency

Terms of Reference (TOR) for Environmental Impact Assessment (EIA)
Wastewater Treatment Plant
[Location] by [Applicant]

This TOR is applicable to EIAs to be prepared pursuant to Regulation 5(3) of the Natural Resources Conservation (Wastewater and Sludge) Regulations, 2013.

The EIA report must be produced in accordance with this TOR. Where the need arises to modify the TOR, the required amendments/modifications shall be approved in writing by the Agency.

Each application for the construction of a wastewater treatment plant shall be accompanied by three hard copies and an electronic copy of the EIA report.

1. **Executive Summary**
   Provide a brief statement on the content of the EIA report. The executive summary should provide a comprehensive overview of the project proposal, natural resources, justification for the project, etc. In addition, it should include relevant background information and provide a summary of the main findings, including but not limited to main impacts and mitigation measures, analyses and conclusions in the report.

2. **Description of the Development**
   This section should include a detailed description of the development from which the wastewater will be generated. For example, details on the number and type of units, and the number of bedrooms/guest rooms.

   Additionally, the description of the development should set the context of where the development is to take place and include a location map including coordinates, landmarks, volume and folio number or valuation number for the parcel of land.

3. **Description of the Environment**
   This section should provide a full description of the area over which the treatment plant will be constructed and the receiving environment/ water body of the treated effluent. Information on existing water quality, stream flows and riverine/groundwater features should be outlined.

4. **Treatment System and Design Criteria**
   This section must provide full details of the proposed treatment system to include the:
   - Inputs
   - Treatment methodology including details of each component
   - Means of disposal

   Provide the justification for the size of the treatment components. Additionally, where discharge is proposed to be to an absorption pit, justification must also be provided for the size of same. In this sections all relevant assumptions and calculations must be clearly detailed. The accompanying design of the plant should be included.

5. **Impact analysis/Mitigation**

   A detailed analysis of the project components should be done in order to identify major potential environmental, health and safety impacts of the project. This section shall seek to distinguish between levels of impact, significance of impact (a ranking from major to minor/significant to insignificant should be developed), positive and negative impacts, duration of impacts (long term or short term or immediate), direct and indirect and impacts, reversible or irreversible impacts, long term and immediate impacts and identify avoidable impacts.

6. **Mitigation**

   This section should provide mitigation measures which should endeavour to avoid, reduce or remedy the potential negative impacts identified, while enhancing the positive impacts identified. Mitigation and abatement measures should be developed for each potential negative impact identified. Full details of the methods proposed to be employed in the implementation of these measures should be provided, including details on the scheduling/timelines, source of materials, location and responsible parties, where appropriate.

7. **Environmental Management and Monitoring**

   An Environmental Management Plan should be developed which will detail the requirements for the construction and operational phases of the project. This should include, but not be limited to the requirements for operational activities, training and other recommendations to ensure that the implementation of mitigation measures and long-term minimization of negative impacts.

8. **Maintenance and Operational Plan/Manual**

   The plan should outline the recommended maintenance activities and a schedule for the conduct of same to ensure optimal operation of the plant.

9. **Septage and Sludge Management Plan**

   Specific attention shall be placed on the management of septage and sludge

10. **Conclusion & Recommendations**

11. **List of References**