



TRAINING AND DIALOGUE PROGRAMS

**GENERAL INFORMATION ON
ENVIRONMENTAL IMPACT ASSESSMENT
IN ODA PROJECTS
(EIA AS A TOOL FOR SUSTAINABLE DEVELOPMENT)**

**集団研修「ODAにおける環境影響評価
(持続可能な開発のための環境アセスメント研修)」
JFY 2012**

**<Type: Trainers Training Program / 人材育成普及型>
NO. J12-00822 / Project ID: 1280936
Phase in Japan : From July 16th, 2012 to August 11th, 2012**

This information pertains to one of the Training and Dialogue Programs of the Japan International Cooperation Agency (JICA), which shall be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both Governments.

I. Concept

Background

At the UN Conference on Environment and Development (UNCED) in 1992, a number of international agreements, declarations, and commitments were adopted. These included Rio Declaration on Environment and Development and Agenda 21 which set priorities for sustainable development and also highlighted the importance of Environmental Impact Assessment (EIA) as one of the tools for preventing negative environmental and social impacts in development process and promoting sustainable environmental management. EIA has been widely adopted, institutionalized, and practiced in many countries in the world.

With the rapid economic growth, many developing countries are facing the challenges of serious environmental problems and destruction of the natural environment, both at local and global levels. Although EIA has been introduced and formalized to integrate environmental protection and economic development, the needs for appropriate preparation of EIA as one of the tools for sustainable development remain extremely high.

This program is designed to support administrative officers in charge of EIA in developing countries by introducing various institutional systems, procedural and technical aspects, and cases of EIA both within and outside Japan. Moreover, through capacity development in EIA, it is anticipated that Japanese Official Development Assistant (ODA), based on JICA Guidelines for Environmental and Social Considerations, will play a vital role in promoting sustainable development through environmental considerations in the participating countries.

For what?

This program aims to promote capacity development for more appropriate preparation of EIA for large-scale development projects.

For whom?

Technical administrative officers of examining authorities of EIA and implementing bodies of large-scale development projects or public works in National / Local government.

How?

Participants will have opportunities in Japan to enhance their understanding and knowledge on EIA for large-scale development projects (including ODA projects) through lectures, exercises, discussions, and field trips. Working in groups, at the end of the course, participants are also expected to formulate a group project plan incorporating the key issues and lessons acquired during this program.

II. Description

- 1. Title(J-No.):** Environmental Impact Assessment in ODA Projects
(EIA as a tool for sustainable development) **(J12-00822)**

- 2. Period of program:**
Preliminary Phase (in home country); June 2012 to July 2012
Core Phase in Japan; July 16, 2012 to August 11, 2012
Finalization Phase (in home country); August 2012 to February 2013

- 3. Target Countries:**
Indonesia, Philippines, Cambodia, Viet Nam(2), Bangladesh, India, Papua New Guinea, Peru, Egypt, Sudan, Kenya, Malawi, Nigeria, Uganda, Tanzania, Bosnia and Herzegovina, Pakistan, Angola

- 4. Eligible / Target Organization:**
This program is designed for examining authorities of Environment Impact Assessment (EIA) and implementing bodies of large-scale development projects which require EIA in National / Local Government or other relevant organizations.

- 5. Total Number of Participants:** 18

- 6. Language to be used in this program:** English

- 7. Program Objective:**
For administrative officers in charge of EIA examination, this program is aimed to enhance their capacity to examine and review EIA reports and their competence to improve the system.
For administrative officers in charge of public work projects, this program is aimed to improve their skills and performance in conducting EIA in a more effective way also as a means for improving environmental protection.

- 8. Overall Goal:**
The overall goal of this program is to promote sustainable development in developing countries through capacity development in EIA, by (1) enhancing competence, skills, and knowledge of administrative officers in charge of examining environmental impacts, and also by (2) improving the capacity of administrative officers who are in charge of conducting EIA and implementing public work projects. This program intends to build a sound basis for more appropriate environmental considerations and improved EIA system, hence, serve as one of the means for pursuing sustainable development.

9. Expected Module Output and Contents:

This program consists of the following components. Details are given below:

(1) Preliminary Phase in participant's home country (June 2012 to July 2012) <i>Prospective participants and participating organizations shall prepare for the Program in the respective countries according to the schedule below.</i>	
Module	Activities
To prepare and submit the Inception Report	[For All Applicants] Submission of "Inception Report" and "Questionnaire" to JICA by June 5, 2012 (See ANNEX I to ANNEX V)
To prepare the Inception Report presentation	[ONLY FOR ACCEPTED PARTICIPANTS] Preparation of materials for Inception Report Presentation to JICA by July 6, 2012 (See page 9 and ANNEX I)

(2) Core Phase in Japan (July 16 2012 to August 11, 2012) <i>Participant dispatched by the organizations attend the Program in Japan.</i>		
Expected Module Output	Contents	Methodology
1. To be able to explain the basic concepts of EIA, necessary procedures and the differences in the EIA systems between Japan and one's country at the end of the training course To be able to understand the efforts of international aid agencies for environmental considerations and to explain the requirements expected in the development projects	<ul style="list-style-type: none"> • The purpose and concept of EIA and the EIA system in Japanese EIA system • Discussion on the EIA system of one's own country • General idea of Japanese ODA and the guidelines on environmental consideration by international aid agencies such as JICA, World Bank, etc. 	Lecture Discussion Presentation
2. To be able to explain necessary points of the EIA examination and necessary technical methods to conduct EIA at the end of the training course	<ul style="list-style-type: none"> • Examination system of EIA in Japan, key points of examination (how to check EIA report), case studies • Basic ideas of investigation/ forecast/ evaluation and environmental mitigation measures of EIA case examples in Japan 	Lecture Exercise Site Visit
3. To be able to explain the process to conduct EIA smoothly and communication methods with local communities/the public	<ul style="list-style-type: none"> • Process and communication methods required for EIA • Process and communication methods of EIA case examples in Japan 	Lecture Exercise Site Visit

Expected Module Output	Contents	Methodology
4. To be able to suggest specific points of EIA examination, process, communication methods, items and methods of investigation/forecast/evaluation, and environmental mitigation measures, based on concrete case studies. Also, to be able to suggest the improvement of the EIA system etc. in their own country within 6 months after the training course	<ul style="list-style-type: none"> • Development of a plan to conduct EIA based on specific development projects (exercise) • Discussion on the improvements of the above plan and points of the examination • Discussions on the improvement of the EIA system in their own countries 	<p>Excercise Discussion Presentation</p>
5. To hold some lectures or give presentations on the outcome of the training course within 6 months after returning to his/her country and diffuse their knowledge or experiences learned from this training course	<ul style="list-style-type: none"> • All contents, including lectures, discussions and exercises, would contribute to the diffusion of their knowledge after this training course. 	<p>Presentation</p>

(3) Finalization Phase in a participant's home country

(August 2012 to February 2013)

Participating organizations produce final outputs by making use of results brought back by participants. This phase marks the end of the Program.

Expected Module Output	Contents	Methodology
4. To be able to suggest specific points of EIA examination, process, communication methods, items and methods of investigation/forecast/evaluation, and environmental measures, based on concrete case studies. Also, to be able to suggest the improvement of the EIA system etc. in their own country within 6 months after the training course.	<ul style="list-style-type: none"> • Development of a plan to conduct EIA based on specific development projects (exercise) • Discussion on the improvements of the above plan and points of the examination • Discussions on the improvement of the EIA system in their own country 	<p>Excercise Discussion Presentation</p>
5. To hold some lectures or give presentations on the outcome of the training course within 6 months after returning to his/her country and diffuse their knowledge or experiences learned from this training course.	<ul style="list-style-type: none"> • All contents, including lectures, discussions and exercises, would contribute to the diffusion of their knowledge after this training course. 	<p>Presentation</p>

III. Conditions and Procedures for Application

1. Expectations for the Participating Organizations:

- (1) This program is designed primarily for organizations that intend to address specific issues or problems identified in their operation. Participating organizations are expected to use the program for those specific purposes.
- (2) This program is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the project to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
- (3) As this program is designed to facilitate organizations to come up with concrete solutions for their issues, participating organizations are expected to make due preparation before dispatching their participants to Japan by carrying out the activities of the Preliminary Phase described in section II-9 .
- (4) Participating organizations are also expected to make the best use of the results achieved by their participants in Japan after their return.

2. Essential Qualifications for Nominees:

Nominees must meet the following qualifications:

- (1) To be technical administrative officers in charge of EIA and/or planning and implementation of large-scale development projects and ODA projects,
- (2) To have basic knowledge and more than three years of working experience in EIA,
- (3) To be able to utilize the knowledge obtained through the course to his/her administrative operation,
- (4) To be under forty-five (45) years of age (in principle),
- (5) To be university graduates or possess the equivalent background in the field,
- (6) To **have sufficient command of English**,
This program includes many discussions and presentations. Therefore, English proficiency is highly important.
- (7) To be in good health, both physically and mentally, to undergo training, and
- (8) NOT to be serving in any form of military services.

Note: Pregnancy

This program includes several site visits outside Tokyo, which may be a heavy burden to a pregnant woman. Therefore pregnancy could be regarded as the condition of disqualification.

3. Required Documents for Application

- (1) Application Form:** The Application Form is available at JICA offices or Embassies of Japan in respective countries.
- (2) Inception Report:** to be submitted in accordance with ANNEX I to IV.
- (3) Questionnaire:** to be submitted in accordance with ANNEX V.

4. Procedure for Application and Selection :

(1) Submitting the Application Documents:

Closing date for application to the JICA Tokyo: **June 5, 2012**

Note: Please confirm the closing date set by JICA offices or Embassies of Japan of your countries to meet the final date in Japan.

(2) Selection:

After receiving the document(s) through due administrative procedures in the respective governments, the respective countries JICA offices (or Embassies of Japan) shall conduct screenings, and send the documents to JICA Tokyo, which organizes this training program. Selection shall be made by JICA Tokyo in consultation with the organizations concerned in Japan based on submitted documents according to qualifications.

**The organization with intention to utilize the opportunity of this program will be highly valued in the selection.*

(3) Notice of Acceptance

Notification of results shall be made by the respective countries' JICA offices or Embassies of Japan to the respective Government by **no later than June 18, 2012.**

5. Conditions for Attendance:

- (1)** to observe the schedule of the program,
- (2)** not to change the program subjects or extend the period of stay in Japan,
- (3)** not to bring any members of their family,
- (4)** to return to their home countries at the end of the program in Japan according to the travel schedule designated by JICA,
- (5)** to refrain from engaging in political activities, or any form of employment for profit or gain,
- (6)** to observe Japanese laws and ordinances. If there is any violation of said laws and ordinances participants may be required to return part or all of the training expenditure depending on the severity of said violation,
- (7)** to observe the rules and regulations of their place of accommodation and not to change the accommodation designated by JICA, and
- (8)** to participate the whole program including a preparatory phase prior to the program in Japan. Applying organizations, after receiving notice of acceptance for their nominees, are expected to carry out the actions described in section II-9.

IV. Administrative Arrangements

1. Organizer:

(1) **Name:** JICA Tokyo International Center (JICA Tokyo)

2. Implementing Partner:

(1) **Name:** Vision & Spirit for Overseas Cooperation Co., Ltd (VSOC)

(2) **Remark:** VSOC Co., Ltd. was established on December 1, 2006. VSOC Co., Ltd. is a "venture company" established for contributing world stability and development especially in the field of education, agriculture and environment by utilizing experience and wisdom of those who worked in the field of international cooperation activities to tackle with various global issues.

3. Special Cooperation Organization:

(1) **Name:** Environmental Impact Assessment Division, Environmental Policy Bureau, Ministry of the Environment (MOEJ)

(2) **URL:** <http://www.env.go.jp/en/>

4. Travel to Japan

(1) **Air Ticket:** The cost of a round-trip ticket between an international airport designated by JICA and Japan will be borne by JICA.

(2) **Travel Insurance:** Term of Insurance: From arrival to departure in Japan. The traveling time outside Japan shall not be covered.

(3) Accommodation in Japan:

JICA will arrange the following accommodations for the participants in Japan:

JICA Tokyo International Center (JICA Tokyo)

Address: 2-49-5 Nishihara, Shibuya-ku, Tokyo 151-0066, Japan

TEL: 81-3-3485-7051 FAX: 81-3-3485-7904

(where "81" is the country code for Japan, and "3" is the local area code)

If there is no vacancy at JICA Tokyo, JICA will arrange alternative accommodations for the participants. Please refer to the facility guide of JICA Tokyo at its URL, <http://www.jica.go.jp/english/contact/domestic/pdf/welcome.pdf>

5. Expenses:

The following expenses will be provided for the participants by JICA:

(1) Allowances for accommodation, living expenses, outfit, and shipping

(2) Expenses for study tours (basically in the form of train tickets).

(3) Free medical care for participants who become ill after arriving in Japan (costs related to pre-existing illness, pregnancy, or dental treatment are not included)

(4) Expenses for program implementation, including materials

For more details, please see p. 8-15 of the brochure for participants titled "KENSU-IN GUIDE BOOK," which will be given to the selected participants before (or at the time of) the pre-departure orientation.

6. Pre-departure Orientation:

A pre-departure orientation will be held at the respective country's JICA office (or Japanese Embassy), to provide participants with details on travel to Japan, conditions of the workshop, and other matters.

VI. ANNEX:

ANNEX I

Guidance for Writing Inception Report

【Purpose】

The main purpose of the *Inception Report* is to describe and explain the current situation of EIA in your country and identify the issues and problems of its implementation.

【Contents-】

All applicants are requested to prepare the *Inception Report* containing the information according to the "Outline of Inception Report" (page 10). The Inception Report should be typewritten in English on A4 size paper in single spacing. Report should be maximum 30 pages including map, tables or charts. *The copy of EIA laws (see, page 10) should be excluded from the page count.

This report will be used for the selection process as well as for discussion and exercises during the program.

【Submission deadline of Inception report to Tokyo】

June 5, 2012

*please submit Inception Report together with application form.

IMPORTANT NOTICE: for Accepted Participants

Each participant will have a chance to present their Inception Report during the core phase in Japan (Length of presentation will be approximately 25 minutes per person including Q&A session).

【Presentation style】

Microsoft PowerPoint recommended.

【Submission deadline of **presentation material**】

July 6, 2012

*1 week prior to the starting date of the core phase.

【Submission to JICA Tokyo】

By e-mail (ticttee@jica.go.jp). Please also bring the electric file of the presentation to Japan in case of mechanical trouble.

Outline of Inception report:

1. Introduction
 - (1) Name of applicant
 - (2) Name of organization and country
 - (3) Current position and contacts
2. Brief Explanation of Country Information [half page maximum]
 - (1) Geographic location & area of country
 - (2) Population & density
 - (3) Climate & topography
 - (4) Economy (main industry, GDP, etc.)
3. Organizational Framework and Job Description
 - (1) Name of the Organization
 - (2) Missions of the Organization
 - (3) Organization chart (see **ANNEX II** for sample)
 - (4) Outline of the organization and division/department
(number of staff, annual budget, availability of technical manuals, etc.)
 - (5) Description of your job (responsibilities, main assignments, etc.)
4. State of EIA System
 - (1) Outline of EIA
(Description of EIA law and relevant laws, its relation with other laws and policies such as National Development Policy, poverty reduction strategies, etc.)

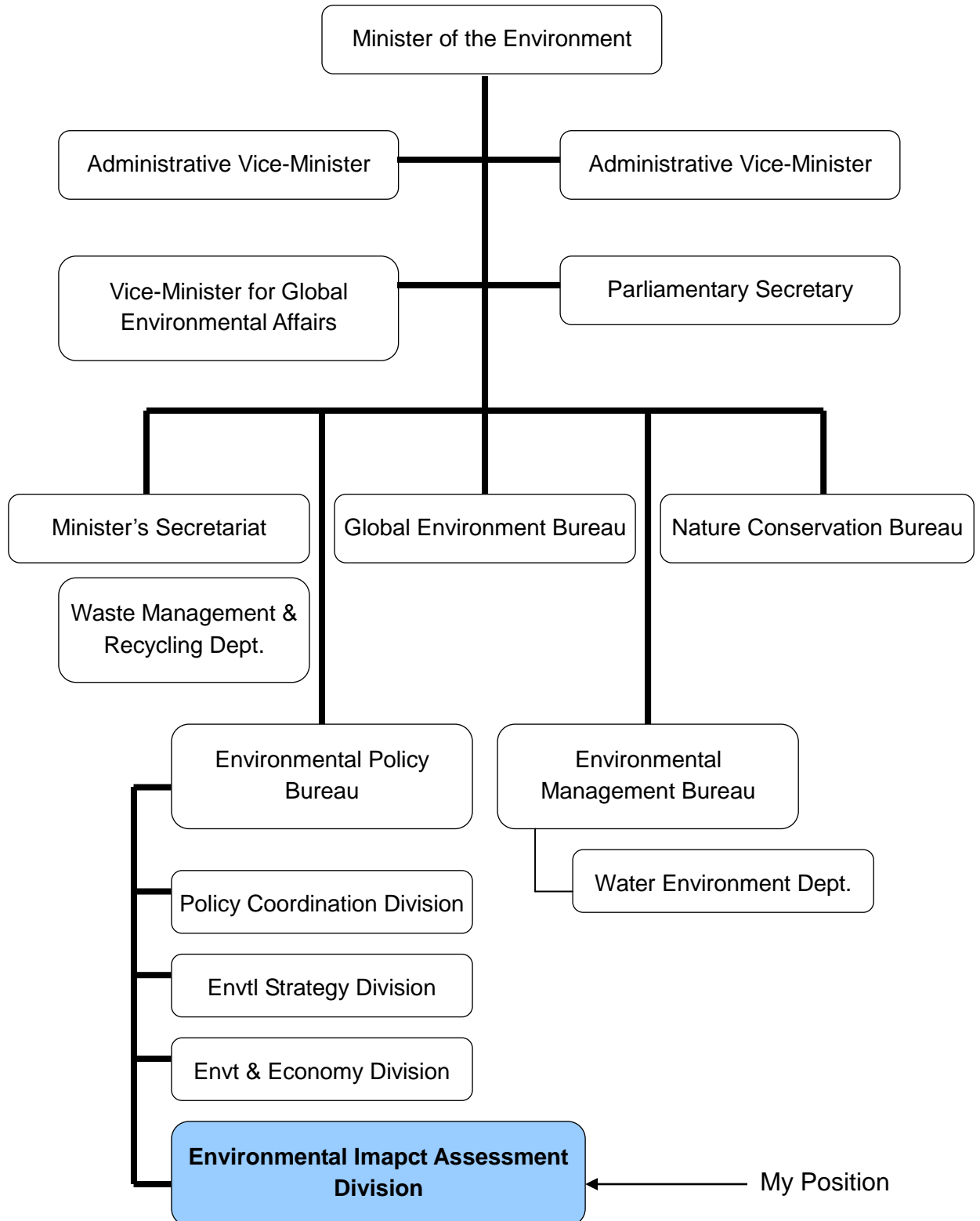
***Note: Please attach copies of EIA laws and regulations in both original language and in English if available. (No need to include in the presentation material. Only attachment of Inception Report will be fine.)**
 - (2) Flowchart of EIA procedures (see **ANNEX III** for sample)
5. Case Studies (**Important!! Please elaborate**)*
 - (1) Case studies: Good & Problematic (see **ANNEX IV** for sample)
Describe one case in your country which needed environmental and social considerations (hopefully describe one ODA Loan project). Describe the following.
 1. Project description
 2. Procedures
 3. Impact assessment and mitigation measures
 4. Lesson learned; explain how EIA played its role, how these cases were considered “good” or “problematic” in your country’s context.
 - (2) Table of content of EIA report of the case studies

* Some of the Case Studies will be selected and used as program materials. (Case Study: Lessons learned in ODA Loan Projects)

ANNEX II

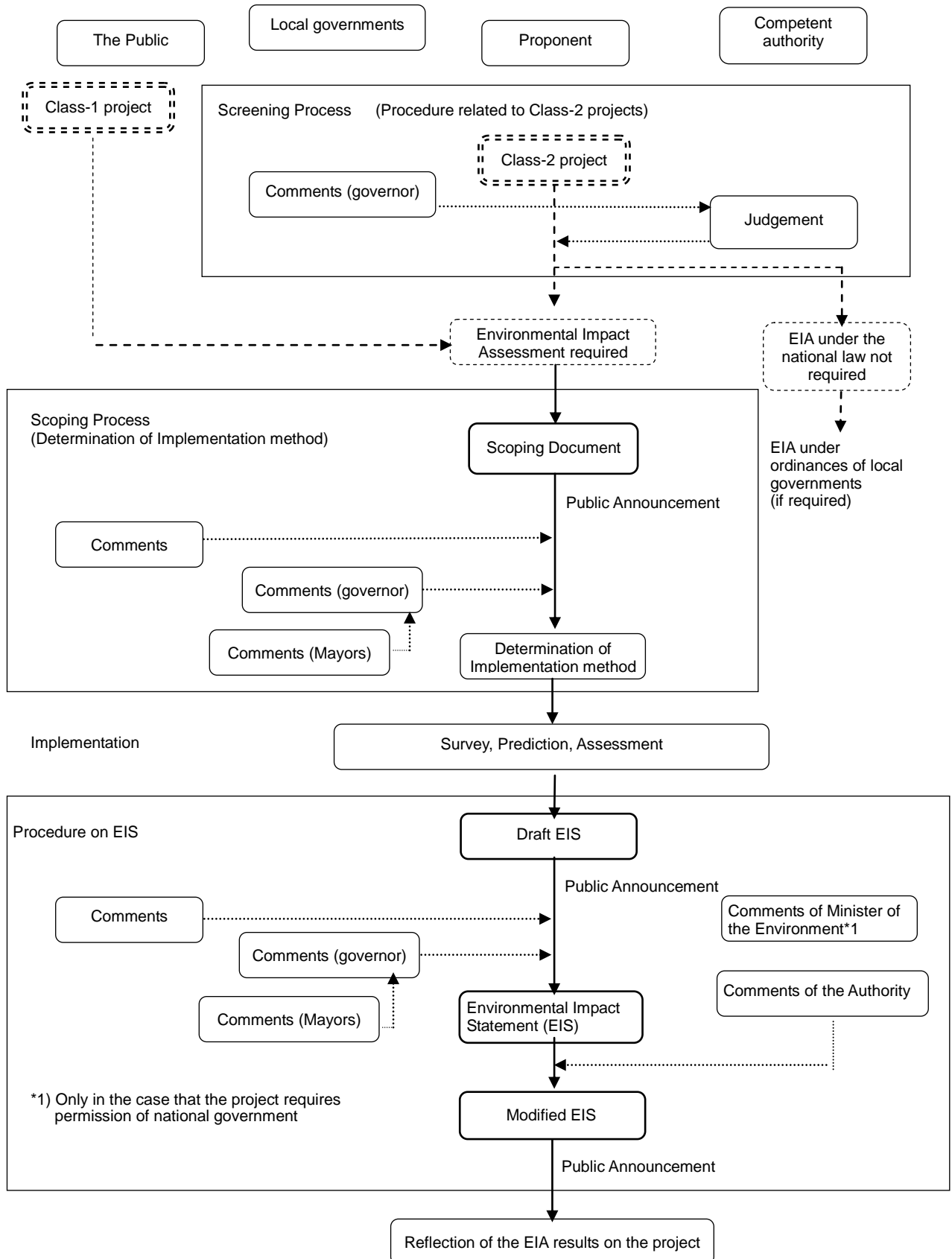
<SAMPLE> ORGANIZATION CHART

Ministry of Environment, Government of Japan



ANNEX III

<SAMPLE>Flow of Procedures under the EIA Law in JAPAN



ANNEX IV

<SAMPLE> Case studies [Road Construction Project]

1. Project Description

- 1.1 Project Name: East-West Highway Construction Project
- 1.2 Project Site: XX City in the Republic of XX
- 1.3 Project Objectives: This project aims to enhance transport capacity and mitigate traffic congestion by constructing an east-west arterial highway including a tunnel crossing the XX River in XX City, thereby contributing to economic development and improvements in the living environment in XX City.
- 1.4 Project Components: The project carries out the new construction and expansion of road (six-lane highway in both ways with a total length of about XX km including a tunnel of roughly XX km crossing the XX River).
- 1.5 Executing Agency: Ministry of Transportation (MOT) Project Management Unit
- 1.6 Estimated Project Cost: XX million dollars (Loan Amount: XX million dollars)
- 1.7 Donors: Financed by [JICA/ WB/ ADB/ AfDB etc.]
- 1.8 Date of Loan Agreement: May, 20XX

2. Procedures

2.1 Approval for Environmental and Social Considerations
The EIA report was prepared by MOT, and approved by XX[Approval Agency] in XX[year, month]. Resettlement Action Plan(RAP) was prepared by MOT, and approved by XX in XX. Indigenous Peoples Plan(IPP) was not required for the project.

2.2 Consultation with Local Stakeholders
Public consultation was conducted on XX[date, 20XX] at the office of XX village in meeting style, and about XX members were participated. MOT explained to the participants about the project outline and anticipated environmental and social impacts with brochure, and that participants mainly raised opinions regarding the resettlement policy and relocation site.

2.3 Information Disclosure
The EIA report has been disclosed on website since [year, month]. Also, the EIA report has been placed on local government office since [year, month] and photocopy has been allowed for local people.

3 . Impact Assessment, Mitigation Measures

3.1 Analysis of alternatives
Minimizing the impacts on natural environment, residents, waterway was considered as much as possible at the stage of Feasibility Study. As a result, selected alignment is designed so as not to pass through the densely-populated areas in XX village.

3.2 Pollution Control
The impacts of the project on air pollution (SO₂, NO_x, PM) and noise after the start of its operation will be mitigated by such measures as installing soundproof walls, planting trees, spraying water, and these impacts are expected to comply with the country's environmental standards. Air and water quality, noise are monitored by XX agency.

3.3 Natural Environment
Protected forest areas and migration paths of wild animals are located near the project sites. Animal-crossing warning signs, slowdown zones and underground paths for animals are installed and XX agency monitors the situation.

3.4 Social Environment

This project involves land acquisition (XX ha) and involuntary resettlement (XX people), which will be implemented in line with the procedures stipulated in the domestic laws and RAP formulated by XX. Compensation for loss of land would be paid in cash at full replacement cost basically, and relocation sites for the affected households will be prepared by XX agency.

4. Lesson Learned

4.1 Consultation with Local Stakeholders

There was no objection for the project, but public consultation should have been conducted earlier stage for better understanding for local stakeholders and smooth implementation.

4.2 Monitoring

It is required to confirm the result of environmental and social monitoring which shall be conducted by MOT during construction and operation phase.

Please describe more information and/or prepare some pictures for good practice and/or specific concerns.

3. Have you undertaken any EIA for large-scale development projects?

YES NO

If YES, please describe briefly.

(i) Name of Project:

(ii) Name of the implementing agency:

(iii) Type and scale of the Project (financial/physical):

(iv) Other

If NO, please describe the possibility for such situation in future.

4. Has Strategic Environmental Assessment (SEA) been introduced or adopted in your country?

YES NO

↳ If so, are there any plans in future?

Comments:

5. Have you had experience in projects which involved Involuntary Resettlement?

YES NO

↳ If so, please describe briefly:

Comments:

6. Have you had any specific experience in the process of public participation?

YES NO

↳ If so, please describe briefly:

Comments:

7. Experience on undertaking screening or providing advice/input

Never Sometimes Often Nearly Always

Comments:

<p>8. Identification of key stakeholders</p> <p><input type="checkbox"/> Never <input type="checkbox"/> Sometimes <input type="checkbox"/> Often <input type="checkbox"/> Nearly Always</p> <p>Comments:</p>
<p>9. Setting any Terms Of Reference for an EIA study</p> <p><input type="checkbox"/> Never <input type="checkbox"/> Sometimes <input type="checkbox"/> Often <input type="checkbox"/> Nearly Always</p> <p>Comments:</p>
<p>10. Preparing an impact mitigation or environmental management plan</p> <p><input type="checkbox"/> Never <input type="checkbox"/> Sometimes <input type="checkbox"/> Often <input type="checkbox"/> Nearly Always</p> <p>Comments:</p>
<p>11. Reviewing an EIA report for compliance or technical adequacy</p> <p><input type="checkbox"/> Never <input type="checkbox"/> Sometimes <input type="checkbox"/> Often <input type="checkbox"/> Nearly Always</p> <p>Comments:</p>
<p>12. Writing part, or all, of an EIA report</p> <p><input type="checkbox"/> Never <input type="checkbox"/> Sometimes <input type="checkbox"/> Often <input type="checkbox"/> Nearly Always</p> <p>Comments:</p>
<p>13. Writing terms and conditions to accompany project approval</p> <p><input type="checkbox"/> Never <input type="checkbox"/> Sometimes <input type="checkbox"/> Often <input type="checkbox"/> Nearly Always</p> <p>Comments:</p>
<p>14. Please describe specific area/sector of interest (for field observation) (e.g. transport, energy, etc.).</p>
<p>15. Please describe your aim for applying this course.</p>

Date:

Name:

Country:

Thank you very much for your cooperation!

For Your Reference

JICA and Capacity Development

The key concept underpinning JICA operations since its establishment in 1974 has been the conviction that “capacity development” is central to the socioeconomic development of any country, regardless of the specific operational scheme one may be undertaking, i.e. expert assignments, development projects, development study projects, training programs, JOCV programs, etc.

Within this wide range of programs, Training Programs have long occupied an important place in JICA operations. Conducted in Japan, they provide partner countries with opportunities to acquire practical knowledge accumulated in Japanese society. Participants dispatched by partner countries might find useful knowledge and re-create their own knowledge for enhancement of their own capacity or that of the organization and society to which they belong.

About 460 pre-organized programs cover a wide range of professional fields, ranging from education, health, infrastructure, energy, trade and finance, to agriculture, rural development, gender mainstreaming, and environmental protection. A variety of programs and are being customized to address the specific needs of different target organizations, such as policy-making organizations, service provision organizations, as well as research and academic institutions. Some programs are organized to target a certain group of countries with similar developmental challenges.

Japanese Development Experience

Japan was the first non-Western country to successfully modernize its society and industrialize its economy. At the core of this process, which started more than 140 years ago, was the “*adopt and adapt*” concept by which a wide range of appropriate skills and knowledge have been imported from developed countries; these skills and knowledge have been adapted and/or improved using local skills, knowledge and initiatives. They finally became internalized in Japanese society to suit its local needs and conditions.

From engineering technology to production management methods, most of the know-how that has enabled Japan to become what it is today has emanated from this “*adoption and adaptation*” process, which, of course, has been accompanied by countless failures and errors behind the success stories. We presume that such experiences, both successful and unsuccessful, will be useful to our partners who are trying to address the challenges currently faced by developing countries.

However, it is rather challenging to share with our partners this whole body of Japan’s developmental experience. This difficulty has to do, in part, with the challenge of explaining a body of “tacit knowledge,” a type of knowledge that cannot fully be expressed in words or numbers. Adding to this difficulty are the social and cultural systems of Japan that vastly differ from those of other Western industrialized countries, and hence still remain unfamiliar to many partner countries. Simply stated, coming to Japan might be one way of overcoming such a cultural gap.

JICA, therefore, would like to invite as many leaders of partner countries as possible to come and visit us, to mingle with the Japanese people, and witness the advantages as well as the disadvantages of Japanese systems, so that integration of their findings might help them reach their developmental objectives.



CORRESPONDENCE

For enquiries and further information, please contact the JICA office or the Embassy of Japan. Further, address correspondence to:

JICA Tokyo International Center (JICA TOKYO)

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TEL: +81-3-3485-7051 FAX: +81-3-3485-7904