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དཔལ་ལྷན་འབྲུག་གཞུང་།
National Environment Commission
Royal Government of Bhutan



NECS/EACD/Notification/2022/883

May 27, 2022

To,
(Refer Distribution List)

Subject: A Guide to Environmental Clearance Application Procedure- May 2022

Dasho/ Sir/ Madam,

As per the Environmental Assessment Act 2000 and Regulation for Environmental Clearance of Projects 2016, the applicant has an important responsibility of ensuring that the application submitted is complete and of high quality for efficient service delivery from the National Environment Commission Secretariat (NECS) and Competent Authorities.

Towards the above purpose, the NECS is pleased to share the 'A Guide to Environmental Clearance Application Procedure- May 2022' to help assist our valued applicant while preparing the application including related documents for Environmental Clearance. The guide also spells out the self-monitoring and reporting obligations after the applicant is granted with the Environmental Clearance.

Should you require clarification or have any feedback/comment on this guide, kindly submit it to eacd@nec.gov.bt.

Sincerely,

(Sonam P Wangdi)
SECRETARY



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National Environment Commission Secretariat

**A GUIDE TO ENVIRONMENTAL CLEARANCE
APPLICATION PROCEDURE - May 2022**



Table of Content

1. Introduction.....	3
2. Step by Step procedures for new application	3
2.1. Project categorization.....	3
2.2. Packaged application	3
2.3. Fill up application form:	3
2.4. Remit Application fee.....	4
2.5. Submission of application.....	5
2.6. Additional information.....	5
2.7. Final Decision.....	6
3. Post EC requirements.....	6
3.1 Detailed Implementation Plan	6
3.2 Self-monitoring requirement.....	6
3.3 Reporting: Submit reports as specified in the EC within the given timeframe.....	6
4. Step-by-step procedures for renewal application	6
4.1 Compliance report	6
4.2 Renewal fee.....	6
4.3 Submission of renewal application.....	6
4.4 Additional information.....	7
5. Application for modification of proposal/ application	7
6. Others.....	7
6.1 Help desk and enquiry.....	7
6.2 Feedback.....	7
6.3 Turn around Time (TAT).....	7
6.4 Frequently asked questions (FAQ).....	8
7. ANNEXURES.....	9
Annexure I: Project Categorisation (Green, Blue and Red list).....	9
Annexure II: IEE Forms.....	22
Annexure III: EA Form for Red Category Projects 2020 – Industrial Projects.....	49
Annexure IV: Fee schedules to cover the costs of Administering the Environmental Assessment Act 2000	61
Annexure V: Detailed Implementation Plan Format	68
Annexure VI: Self-Monitoring/Compliance Report Format.....	69
Annexure VII: Environmental Clearance Service Delivery Feedback Form	71
Annexure VIII: Frequently Asked Questions (FAQ)	72



1. Introduction

As per the Environmental Assessment (EA) Act 2000 and Regulation for Environmental Clearance of Projects (RECOP) 2016, the applicant has an important mandate of ensuring that the application prepared and submitted is complete and high quality for faster service delivery from the National Environment Commission Secretariat (NECS) and Competent Authorities (CA).

This guide therefore provides instructions on the requirements and procedures for Environmental Clearance (EC) application through a step-by-step application process.

2. Step by Step procedures for new application

2.1. Project categorization- Check if your activity will require EC or not by referring to the colour coding of the project category (colour coded into green, blue and red) provided in **Annexure I: Project Categorisation (Green, Blue and Red list)**.

What does the different colour code indicate?

Green: Projects are exempted from the EC requirement. However, the exempted activities must obtain approvals/clearances /development consent from the concerned agencies as required under relevant existing legislations.

Blue: Projects require EC but at Initial Environmental Examination level

Red: Projects require EC at Environmental Impact Assessment level

2.2. Packaged application- Check if your activity will require sub-activities. Also, check the colour coding of your individual sub-activities to see if individual ECs are required or not. *Please note that as per section 17 of the RECOP you will be required to submit the application for EC for the main activity along with sub-activities to the CA of the main activity.*

Example of packaged application

If an Industrial project is a main activity, the sub-components can be access road, transmission line, water supply, etc for which the application must be submitted as a packaged application to the relevant CA of the main activity.

2.3. Fill up application form:

2.3.1 Blue Category Projects: Check which Initial Environmental Examination (IEE) form you need to fill out depending on your proposed activity by referring to the **Annexure I: Project Categorisation (Green, Blue and Red list)**.



The IEE forms for different sectors (industries, mines, highway and road, transmission lines, tourism, forestry, hydropower, ground water abstraction, general) are provided in **Annexure II: Initial Environmental Examination (IEE) forms**. Please note that providing misleading information in the IEE form is an offence under the EA Act 2000 and RECOP 2016.

2.3.2. Red Category projects: If your project is listed under the Red category, Environmental Impact Assessment should be conducted in accordance with section of the EA Act 2000 and sections 8 and 24 of the RECOP 2016.

However, for industrial projects fill out the Environmental Assessment form **Annexure III: Environment Assessment (EA) Form for Red Category Projects 2020 – Industrial Projects**.

2.4. Remit Application fee: Once the IEE form for the main activity and sub components are duly filled or EIA study is completed, remit an applicable application fee of the main activity and sub-components to the nearest RRCO. The applicable fee is provided below:

Application fee = Flat Fee (Nu. 500) + processing fee

The processing fees depending on the activity types are:

Sl. No.	Activity		Processing Fees	Remarks
1.	Roads (private access road, power tiller roads, farm roads, district roads, national highways, forest roads, feeder roads, urban roads)		Nu. 2 per meter + Application fee	Should include all types of roads
2.	Power Transmission and Distribution Lines		Nu. 2 per meter + Application fee	
3.	Mines/Quarries		Nu. 1,300 per acre + Application fee	
4.	Industries	Cottage	Nu. 500 + Application fee	The fee for processing the application for industries is based on the size of investment
		Small	Nu. 2,000 + Application fee	
		Medium	Nu. 30,000 + Application fee	



		Large	Nu. 50, 000 + Application fee	
5.	Hydropower Projects		Nu. 1,000 per Megawatt + Application fee	
6.	Forestry Activities		Nu. 2 per acres + Application fee	Includes operation of forest management unit)
7	Urban Activities		Nu. 1,000 per activity + Application Fee	Includes construction of commercial and residential buildings in urban areas
8	Tourism Activities		Nu. 5,000 + Application Fee	Includes construction of hotels and resorts
9	Others		Nu. 2,000 + Application Fee	Include all activities which do not fall in the aforementioned list such as construction of substations, mobile towers, BHUs, schools, etc.

The self-explanatory booklet on 'fee schedules to cover the cost of administering the EA Act 2000' is provided in **Annexure IV: Fee schedules to cover the costs of Administering the Environmental Assessment Act 2000**.

2.5.Submission of application: Submit the duly filled IEE form or EIA document, relevant documents and copy of revenue money receipt of the application fee remitted to the relevant Competent Authority. Please check the CA of your proposed activity in **Annexure I: Project Categorisation (Green, Blue and Red list)**.

Please note that the application for industrial activities should be routed through the Department of Industry and application for mines & quarries should be routed through the Department of Geology and Mines.

2.6.Additional information: Additional information/clarification on your application sought by the NECS or CAs must be submitted within the timeframe stipulated in the letter seeking additional information. Please note that if you don't respond within the given timeframe, your application will be cancelled without any compensation or refund of any fee from the Government.



Should you require in-person discussion with the NECS or CAs on the additional information/ clarification sought, please contact the signee of the letter.

2.7.Final Decision

2.7.1. Approval of the clearance: If your application is approved, submit a legal undertaking within 7 days from the date of notification. Your EC will be issued subsequent to the submission of legal undertaking.

2.7.2. Appeal on the decision: If your application is rejected, make an appeal within 10 days from the date of notification

3. Post EC requirements

3.1 Detailed Implementation Plan: After receiving EC, submit the Detail implementation Plan within three (03) months from the date of issuance of EC as per the format provided in **Annexure V: Detailed Implementation Plan Format**

3.2 Self-monitoring requirement: As a holder of EC, you shall be responsible for carrying out regular monitoring of the EC in accordance with section 59 of the RECOP, 2016.

3.3 Reporting: Submit reports as specified in the EC within the given timeframe.

4. Step-by-step procedures for renewal application

4.1 Compliance report: prepare a detailed compliance report on how the EC terms and conditions have been implemented as per the format **Annexure VI: Self-Monitoring/Compliance Report Format**

4.2 Renewal fee: Remit an applicable renewal fee. The fee for processing an application for all renewal of the EC is 20 percent of the initial processing fee irrespective of activities including a flat fee of Nu. 500.

Renewal fee = Flat fee (Nu. 500)+ 20% of the initial processing fee
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4.3 Submission of renewal application: Submit the renewal application along with compliance report, copy of EC and revenue receipt of renewal fee remitted to the NECS or relevant CAs at least three months prior to the expiry of EC.

Please note that the renewal application for industrial activities should be routed through the Department of Industry, and renewal application for mines & quarries should be routed through the Department of Geology and Mines.



4.4 Additional information: Additional information/clarification on your renewal application sought by the NECS or CAs must be submitted within the timeframe stipulated in the letter seeking additional information.

5. Application for modification of proposal/ application: If you intend to make a significant change to a project including, but not limited to, increase in production capacity, change in location of a project, change in alignment, after submission of an application for EC or availing EC, the application shall be treated as a new application. Therefore, follow the instructions provided in section 2: Step by Step procedures for new application.

6. Others

6.1 Help desk and enquiry: For any inquiry on EC service, visit the help desk at NECS Office, Langjophakha. You may also contact us @ 331160 or email us at eacd@nec.gov.bt

6.2 Feedback: To enable NECS to improve our service delivery, provide feedback on our service by using the online Environmental Clearance service delivery feedback form available on www.nec.gov.bt or provide a paper based feedback as per the **Annexure VII: Environmental Clearance Service Delivery Feedback Form**. The feedback can be submitted to eacd@nec.gov.bt or dropped in a feedback box placed at the NECS office, Langjophakha.

6.3 Turn around Time (TAT): The TAT is the number of working days taken to review and communicate decisions on the EC for projects and taking the average of total working days. The number of days is counted from the date the application is acknowledged and additional information/clarification is sought and from the date additional information is received until a decision is communicated. Please note that the time taken by the proponent/relevant agencies to furnish additional information/clarification will not be counted in the time taken by the NECS.

The TAT for assessment and issuance of final decision on your application is as follows:

Sl. No	Category	TAT for EC decision
1.	Blue (IEE level)	40 working days
2.	Red (EIA level)	170 working days

Please note that the TAT will be less than the above time frame if you submit complete application and respond fast to the additional information sought



6.4 Frequently asked questions (FAQ): Some of the frequently asked questions on EC service that will help you to avail EC service is **Annexure VIII: Frequently Asked Question (FAQ)**



7. ANNEXURES

Annexure I: Project Categorisation (Green, Blue and Red list)

Green list: Projects exempted from requiring Environmental Clearance

Sl.no	Activity
1.	Oil mill, Flour mill, Rice mill (cottage and small scale)
2.	Setting up of Dry Cleaning Services
3.	Consultancy firms
4.	Cinemas not involving land use changes
5.	Barber shops
6.	Communication services (telephone and TV cable services)
7.	Umbrella repairs
8.	Nursery
9.	Carpet production without dyes
10.	Restaurants
11.	Arts and handicrafts (cottage and small scale)
12.	Electronics/ electrical repair services
13.	Tailoring
14.	Candle production (cottage and small scale)
15.	Potato chips production (cottage and small scale)
16.	Incense production
17.	Jari production (cottage and small scale)
18.	Noodle production (cottage and small scale)
19.	Audio visuals services (not involving land use change)
20.	Cobbling
21.	Training institute not involving land use changes
22.	Desktop publishing
23.	Photo studio without developing and printing facilities
24.	Indoor games (not involving construction)



25.	Cycle repairs
26.	Beauty parlors
27.	Quilt makers
28.	Clearing and forwarding agents
29.	Tour and travel services
30.	Discotheques
31.	Textile production without dyes
32.	Manufacture of organic fertilizers
33.	Road resurfacing
34.	Road maintenance
35.	Bioengineering
36.	Bridge maintenance not involving land use changes
37.	Road improvement (base course/black topping)
38.	Construction of residential houses
39.	Goods and passenger transport
40.	Smithery works
41.	Laundry services
42.	Tyre and tube repair services
43.	Day care centre for children
44.	Construction of mule track
45.	Construction of archery ground/range
46.	Construction of crematorium
47.	Setting up of bakery/confectioneries (small and cottage scale)
48.	Establishment of digital photo studio (small and cottage scale)
49.	Construction of labour camps
50.	Construction of small scale water supply for domestic use (less than 10,000L/day)
51.	Mitigation work/Permanent work (retaining wall, breast wall, causeway)
52.	Allocation of forest produce to rural communities outside FMU
53.	Sanitation (dead trees/diseased trees etc.) operation outside and inside FMU



54.	Activities related to agriculture research and development
55.	Establishment of cardamom plantation and other commercial plantations (mushroom, hazelnut, coffee, potato, ginger, soyabeans, dallay, sunflower, bamboo, kiwi, castor oil, orchid, traditional medicine, berry) not involving using GMOs and LMOs (small and cottage sized)
56.	Assembling of wood, metal, glass-based products and footwear not involving tanning and usage of fabrics involving dyeing (small and cottage sized provided that the activity is as per the approved Local Area Plan/Industrial Estate/ Special Economic Zone with Environmental Clearance)
57.	Manufacturing of paper egg tray, feed mills, toilet paper/ paper napkins (small and cottage size provided the activity is as per the approved Local Area Plan/Industrial Estate/ Special Economic Zone with Environmental Clearance)
58.	Construction and operation of hotels within the demarcated Thromde boundary
59.	Establishment of weigh Bridge
60.	Establishment of Auction yards/storage yard for forest and agricultural produce
61.	Setting up of craft services based on indigenous and local materials (small and cottage)
62.	Establishment of tattoo parlor
63.	Establishment of skin cosmetics
64.	Establishment of utilities and service lines within approved Local Area Plan with Environmental Clearance
65.	Setting up of vegetable market sheds
66.	Development of parking space
67.	Establishment of community forest and private forestry harvesting
68.	Afforestation and reforestation works
69.	Management and collection of non-wood forest produce
70.	Interior design services (not involving land use changes)
71.	Vehicle towing and recovery services (not involving land use changes)
72.	Repair and maintenance of electric transformers (not involving land use changes)
73.	Repair and maintenance of optic fibers (not involving land use changes)
74.	Overseas employment agency (not involving land use changes)
75.	Provision of IT services (IT office solution for material management, fixed Assets, human resources, payroll, financial and accountancy-not involving land use changes)
76.	Organic farming
77.	Weight loss, yoga, health club, swimming pool, gymnasia, sports clubs and fitness centre (not involving land use changes)



78.	Spa, massage parlor, hot stone bath centre (not involving land use changes)
79.	Film distribution
80.	Auctioning of goods and property (not involving land use changes)
81.	Labour recruitment agency
82.	Advertisement and marketing services
83.	Courier services
84.	Real estate services not involving construction
85.	Asset brokerage
86.	Event management
87.	Delivery services
88.	Security services
89.	Hiring and rental services
90.	Building repair and maintenance services (plumbing, cleaning, electrical, mason, carpentry, painting, tank cleaning etc.)
91.	Education and tutorial services not involving land use changes
92.	Floriculture and horticulture(cottage and small scale)
93.	Home processed food (cottage)
94.	Translation/ interpretation services/ legal services
95.	Tourism services (rafting and kayaking, rock climbing, boating, camping etc.) not involving land use change
96.	Hostel, guest houses and service apartments not involving land use change
97.	Airline Services
98.	Upholstery
99.	Monsoon Damage Restoration works
100.	Establishment and operation of biogas facility and solar power (household level)
101.	Waste management services (collection)
102.	Replacement of old machine/equipment with similar specifications in the existing facility
103.	Activities proposed within established startupcenters
104.	Book binding



105.	Manufacturing of herbal tea, pan masala unit, betel nut, ice cream manufacturing, paper disposal utensils, paper souvenir and traditional handmade paper (cottage and small scale provided that the activity is as per the approved Local Area Plan/ Industrial Estate/ Special Economic Zone with Environmental Clearance)
106.	Tea processing without boiler
107.	Blending and package of tea
108.	Production of socks involving only stitching and sewing works
109.	ORC (Outreach clinic centers)
110.	Engraving and polishing of wood and stones (Cottage and small scale)
111.	Construction of Lhakhang /chorten and other religious monuments
112.	Setting up of Screening Plant (separation of sand and stones/boulders)
113.	Beekeeping
114.	Livestock Activities such as setting up of fisheries, pasture development and dog pound (cottage and small), setting up of Dairy Farms (up to semi commercial), poultry farms (subsistence) and piggery (subsistence)
115.	Assembling of CGI/cardboard/ cardboard box sheets (cutting and sizing)
116.	Oxygen and nitrogen gas plants (using atmospheric air)
117.	Cold storage and ice making
118.	Power looms/ hand looms without dyeing and bleaching
119.	Chalk making (sun-drying/ using electrical oven)
120.	Fountain pen manufacturing by assembling only
121.	Processing of soap, detergent, sanitary napkins, phenol, and other household cleaning agents using ready-made raw materials (cottage and small scale)
122.	Establishment and operation of Sawmill Sawdust Briquetting Plant
123.	Construction of urban roads and urban drainage within approved LAP with EC
124.	Wooden/steel furniture units including paneling and wood joineries
125.	Tooth pick manufacturing unit
126.	Construction of Trails
127.	Construction of warehouse and installation and operation of potato grading machines and storage of graded potatoes
128.	Construction of futsal ground (should not fall within 100 feet measured from the determinable high flood level of either side of any water body)



129.	Processing and preserving of fruit and vegetables which includes fruit or vegetable juices, jams, marmalades, table jellies, nut foods and pastes, production of concentrates, tofu (bean curd), sauces, soups, broths, condiments, spices, and preserving of fruits or vegetables such as freezing, drying/dehydration, and immersing in oil, vinegar or syrup (cottage and small scale)
130.	Salt iodization project with dry mixing process and packaging in ready-made packages
131.	Establishment and operation of plants for manufacturing metal wires and nails by drawing and stretching (eg. barbed wire, chain-link fence, nail, etc.)
132.	Import and installation of microwave-based technology for bio-medical waste management
133.	Manufacture of areca nut/areca nut supari using simple machines namely de-husking machine, peeling machine, cutting machine, electric boiler and drying using electric appliances (cottage and small scale)
134.	Manufacture of Bhutanese masala and dhal using simple machines (namely vegetable cutting machine, mini dhal machine, and dehydrator machine (cottage and small scale)
135.	Manufacturing of stationery paper involving book binding only
136.	Setting up of fruit juice bar (involving extraction of juice from fresh fruits and vegetables to serve customers)
137.	Construction of site office along with residential houses
138.	Construction of infrastructures/buildings for accommodation
139.	Flavor snack foods such as cheese balls and cheese rings not requiring a boiler and not generating effluent from the manufacturing process (cottage and small scale). However, EC will be required when the boiler, if required, is other than an electric boiler.
140.	Manufacture of pasta, spaghetti, vermicelli, dry bathup and macaroni and similar products not requiring boiler and not generating effluent from the manufacturing process (cottage and small scale). However, EC will be required when the boiler, if required, is other than an electric boiler.
141.	Manufacture of herbal oil, essential oil, vegetable oil and similar products that involves blending/mixing/filtration/packaging from already made materials, and not requiring boiler and not generating effluent from the manufacturing process (cottage and small scale). However, EC will be required when the boiler, if required, is other than an electric boiler.
142.	Establishment of metallic item corrugation units (cottage, small and medium sized)
143.	Establishment of electric LED bulb assembling units (cottage and small scale)
144.	Installation and operation off-shelf biogas system
115.	Manufacturing/Production of Facemask



Blue list: Projects subjected to Initial Environmental Examination (IEE)

Sl. No	Activity	Competent Authorities	Type of IEE Forms
1.	Food processing including fruits and vegetables processing		IEE form of Industries - 2017
2.	Manufacturing of dairy products (cottage and small scale)	Department of Industry	IEE form for Industries - 2017
3.	Pulses processing		IEE form for Industries - 2017
4.	Non-alcoholic beverages		IEE form for Industries - 2017
5.	Mineral water plants		IEE form for Industries - 2017
6.	Distillery		IEE form for Industries - 2017
7.	Establishment of Micro Brewery	Department of Industry (cottage and small scale)	IEE form for Industries - 2017
8.	Refining of vegetable oils		IEE form for Industries - 2017
9.	Pharmaceuticals involving mixing and packaging		IEE form for Industries - 2017
10.	Packaging/blending/mixing of lubricant oil		IEE form for Industries - 2017
11.	Sugar manufacturing		IEE form for Industries - 2017
12.	Foam Manufacturing		IEE form for Industries - 2017
13.	Hollow blocks manufacturing	Department of Industry	IEE form for Industries - 2017
14.	Manufacturing of particle board		IEE form for Industries - 2017
15.	Ply board Manufacturing		IEE form for Industries - 2017
16.	Setting up and operation of stone crushing unit	DEC/Thromde depending on the	IEE form for Industries -



	(cottage and small)	location of the activity	2017
17.	Coal Washeries		IEE form for Industries - 2017
18.	Marble plants (cutting, sizing and polishing).		IEE form for Industries - 2017
19.	Plastic and Polymer Industry		IEE form for Industries - 2017
20.	Mineral Stockyards		IEE form for General Activities - 2017
21.	Manufacturing of tea (with boiler)		IEE form for Industries - 2017
22.	Lime manufacturing		IEE form for Industries - 2017
23.	Manufacturing of glass items from glass sheets		IEE form for Industries - 2017
24.	Manufacturing of glass fiber resin concrete products		IEE form for Industries - 2017
25.	Establishment /setting up of printing press	Department of Industry	IEE form for Industries - 2017
26.	Setting up of Bakery/ Confectionery (medium and large scale)	Department of Industry	IEE form for Industries - 2017
27.	Oil mill, Flour mill, Rice mill (medium and large scale)	Department of Industry	IEE form for Industries - 2017
28.	Establishment of Digital Photo Studio (medium and large scale)	Department of Industry	IEE form for Industries - 2017
29.	Establishment of LPG refill/fire extinguisher refill		IEE form for General Activities - 2017
30.	Carpet and textile production using dyes	Department of Industry	IEE form for Industries - 2017
31.	Making of paper and cardboard packaging products	Department of Industry (cottage and small scale)	IEE form for Industries - 2017
32.	Establishment and operation of fuel Depot / fuel Station	Department of Industry	IEE form for General Activities - 2017
33.	Production of socks/Stockings		IEE form for Industries - 2017



34.	Assembling glass-based products and footwear not involving tanning and usage of fabrics involving dying (all scale proposed outside the approved Local Area Plan/Industrial Estate/Special Economic Zone with Environmental Clearance and medium and large scale provided that the activity is as per the approved Local Area Plan/Industrial Estate/Special Economic Zone with Environmental Clearance)		IEE form for Industries - 2017
35.	Manufacturing of paper egg tray, feed mills, toilet paper/tissue paper/paper, napkins, cardboard (all scale proposed outside the approved Local Area Plan/Industrial Estate/Special Economic Zone with Environmental Clearance and medium provided that the activity us as per the approved Local Area Plan/Industrial Estate/Special Economic Zone with Environmental Clearance		IEE form for Industries - 2017
36.	Processing of soap, detergent, phenol and other household cleaning agents using ready-made raw materials (medium and large scale)		IEE form for Industries - 2017
37.	Processing of sanitary napkins using ready-made raw materials (medium and large scale)		IEE form for Industries - 2017
38.	Mineral Exploration for verifying mineral deposits	Department of Geology and Mines	IEE form for Quarry Projects - 2017
39.	Operation of Quarries (operational time is less than and equal to 5 years and proposed lease areas is more than 10 acres)		IEE form for Quarry Projects - 2017
40.	Development of Housing Estate/Colonies	Ministry of Works and Human Settlements	IEE form for General Activities - 2017
41.	Construction of urban roads and urban drainage outside approved LAP.	Ministry of Works and Human Settlements	IEE form for General Activities - 2017
42.	River Training / Flood protection works	Ministry of Works and Human Settlements	IEE form for General Activities - 2017
43.	Surface collection of sand and boulder	Department of Forest and Park Services	IEE form for Forestry Projects - 2017
44.	Sand Dredging Activities	Department of Forest and Park Services	IEE form for Forestry Projects - 2017



45.	Setting up of Rope Ways	Department of Forest and Park Services	IEE form for General Activities - 2017
46.	Construction of Irrigation Channel	Department of Agriculture	IEE form for General Activities - 2017
47.	Floriculture and Horticulture (medium and large scale)	Department of Forest and Park Services	IEE form for General Activities - 2017
48.	Commercial Plantation of agricultural crops not involving use of GMOs and LMOs (medium and large scale)		IEE form for General Activities - 2017
49.	Setting up of Dairy Farms	Department of Livestock (commercial)	IEE form for General Activities - 2017
50.	Setting up of Poultry Farms	Department of Livestock (semi commercial and commercial)	IEE form for General Activities - 2017
51.	Setting up of Piggery	Department of Livestock (semi commercial and commercial)	IEE form for General Activities - 2017
52.	Livestock activities such as setting up fisheries, pasture development and dog pound.	Department of Livestock (medium and large scale)	IEE form for General Activities - 2017
53.	Establishment and operation of Meat Processing plant and slaughter house.	Department of Livestock	IEE form for General Activities - 2017
54.	Medical Services (Diagnostic centers and X-ray)	Ministry of Health	IEE form for General Activities - 2017
55.	Road Widening /curve improvement activities	DEC (NECS-if road widening/curve improvement falls under two or more Dzongkhags)	IEE form for Road Projects - 2017
56.	Road Realignment and bypass road	DEC (NECS-if road alignment/bypass falls under two or more Dzongkhags)	IEE form for Road Projects - 2017
57.	Construction of Bridge	DEC	IEE form for General Activities - 2017
58.	Construction of Power Tiller Road	DEC	IEE form for Road Projects - 2017
59.	Construction of Farm Road/Feeder Road	DEC (NECS-if the road alignment falls under two or more Dzongkhags)	IEE form for Road Projects - 2017
60.	Construction of RNR canters including staff quarters as package	DEC	IEE form for General Activities - 2017



61.	Construction of GewogCenters including staff quarters as package	DEC	IEE form for General Activities - 2017
62.	Construction of BHU	DEC	IEE form for General Activities - 2017
63.	Construction of drinking water supply (Equal to or more than 10000L/Day)	DEC	IEE form for General Activities - 2017
64.	Construction of Transmission Lines and sub-station (less than or equal to 33KV)	DEC (NECS-if the transmission lines falls under two or more Dzongkhags)	IEE form for Transmission and Distribution Lines - 2017
65.	Construction of tourism infrastructure facilities (Hotels/Resorts/Service Apartments/Accommodations)	DEC (NECS-if hotels/resorts/service apartments falls under two or more Dzongkhags)	IEE form for Tourism Activities - 2017
66.	Establishment of Recreational Facilities (Parks and Gardens)	DEC (NECS-if recreation facilities falls under two or more Dzongkhags)	IEE form for General Activities - 2017
67.	Establishment of Dump Yard (Excavated materials)	DEC	IEE form for General Activities - 2017
68.	Manufacturing of herbal tea, pan masala unit, betel nut, ice cream manufacturing, paper disposal utensils, paper souvenir, and traditional handmade paper (medium and large scale provided that the activity is as per the approved Local Area Plan /Industrial Estate/Special Economic Zone with Environmental Clearance and all scale proposed outside the approved Local Area Plan/Industrial Estate/Special Economic Zone with the Environmental Clearance)		IEE form for Industries - 2017
69.	Automobile Services (workshop and water servicing)	DEC/Thromde depending on the location of the activity	IEE form for Industries - 2017
70.	Setting up of Telecommunication Towers	DEC/Thromde depending on the location of the activity	IEE form for General Activities - 2017
71.	Construction of Private Road	DEC/Thromde depending on the location of the activity	IEE form for Road Projects - 2017
72.	Setting up and operation of Hot Mix Plant/Wet mix Plant, Asphalt Plant, Bitumen Plant, Concrete Batching Plant	DEC/Thromde depending on the location of the activity	IEE form for Industries - 2017



73.	Construction of Community, Primary, Lower, Middle and Higher Secondary Schools.	DEC/Thromde depending on the location of the activity	IEE form for General Activities - 2017
74.	Engraving and polishing of wood and stones (medium and large scale)		IEE form for Industries - 2017
75.	Waste Management Facilities (material recovery/transfer stations)		IEE form for General Activities - 2017
76.	Tyre rethreading activities	Department of Industry	IEE form for Industries - 2017
77.	Fabrication activities	Department of Industry	IEE form for Industries - 2017
78.	Food processing including fruits and vegetables. This includes fruit or vegetable juices, jams, marmalades, table jellies, nut foods and pastes, production of concentrates, tofu (bean curd), sauces, soups, broths, condiments, spices, and preserving of fruits or vegetables such as freezing, drying/dehydration, and immersing in oil, vinegar or syrup. (Medium and Large scale).		IEE form for Industries - 2017

Red list: Projects subjected to Environment Impact Assessment

Sl. No	Activity	Type of Assessment
1.	Hydropower Projects	Environmental Impact Assessment should be conducted in accordance with section of the EA Act 2000 and sections 8 and 24 of the RECOP 2016
2.	National Highways	
3.	Ferroalloys Industry	EA form for Red Category Projects 2020 - Industrial Projects
4.	Cement Plants	
5.	Steel Industry and rolling mills	
6.	Aluminum and Copper smelter	
7.	Coke making	
8.	Mines	Environmental Impact Assessment should be conducted in accordance with section of the EA Act 2000 and sections 8 and 24 of the RECOP 2016
9.	Quarries (operational time more than 5 years and proposed lease areas is more than 10 acres)	



10.	Local Area Plan (LAP)	
11.	Establishment of Industrial Estates	

Note: This Project Categorization (Green, Blue and Red list) is available under the Publications Section of our website at www.nec.gov.bt. Any changes on this list will be amended and notified accordingly.



Annexure II: IEE Forms

Note:

- The IEE Forms are available under the Form Section of our website at www.nec.gov.bt.
- As per notification no. NECS/Legal/L-34/2020/64 dated January 13, 2020, sectoral clearances and Dzongkhag and Thromde Administrative Approval is not required.

1. IEE Form for General Activities – 2017

Note 1: In accordance with section 47 of the Regulation for Environmental Clearance of Projects 2016, consent must be obtained from individual or juristic person if activity has direct impact on a property.

Note 2: The completed IEE form shall be submitted to the relevant Competent Authority.

Note 3: The completed IEE form shall be the basis to determine the requirement of Environmental Impact Assessment (EIA). If EIA is required, applicant will be notified to submit Terms of Reference for the project.

Note 4: The application shall be subjected to Fee Schedules to cover the cost of administering the Environmental Assessment Act, 2000.

1. General Information:

- a) Name of the project:.....
- b) Project Type (Tick as appropriate): ☐New ☐ Expansion/modification
- c) Applicant Details
 - I. Name of the applicant:.....
 - II. Address:.....
 - III. Post Box No.:.....
 - IV. Contact No.:.....
 - V. Fax No.:.....
 - VI. Email:.....
 - VII. Name and contact details of Environmental Focal Person:.....

2. Project Location:

- I. Dzongkhag/Thromde:
- II. Gewog:.....
- III. Village:.....
- IV. Name of the project site:.....

3. Project Cost (Nu.):.....

4. Project area, tick as appropriate:

- a) ☐ Industrial Area.....acres
- b) ☐ Industrial Estate.....acres



- c) ☐ State Reserve Forest.....acres
- d) ☐ Private.....acres
- e) ☐ Others.....acres
- f) Total area required.....acres

Note: If the activity is proposed in industrial area /estate, skip sections 5 and 6

5. Terrain characteristic at the project site:

- a) Elevation (meter):.....
- b) Aspect (direction):.....
- c) Slope (degree/%):.....

6. Presence of any of the following within and 50 meters buffer of the project area. If yes tick and mention name, wherever applicable:

- a) ☐ River/spring/stream.....
- b) ☐ Protected Area.....
- c) ☐ Catchment area.....
- d) ☐ Wetland.....
- e) ☐ Community forest.....
- f) ☐ Private forest.....
- g) ☐ Tsamdro.....
- h) ☐ Sokshing.....
- i) ☐ Agriculture land.....
- j) ☐ Heritage site.....
- k) ☐ Hospital.....
- l) ☐ School/institution.....
- m) ☐ Roads.....
- n) ☐ Industries.....
- o) ☐ Settlements.....
- p) ☐ Presence of religious site.....
- q) ☐ Archaeological site.....
- r) ☐ Others

7. Project Details (attached in a separate sheet):

- a) Project objective:.....
- b) Project output:.....
- c) Total built up area (acre):.....
- d) List of major materials and quantity to be used:.....



- e) Methods of storing materials:.....
- f) Source of water and total requirement -m³/day:.....
- g) Source of energy, tick as appropriate:
- ☐Electricity, if yes, Tapping point:.....
 - ☐Coal
 - ☐Fossil fuel
 - ☐Solar
 - ☐Wood
 - ☐Others

8. Ancillary activities, tick as appropriate:

- a) ☐Power line
- b) ☐Approach road
- c) ☐Others

Note: For ancillary activities, fill up relevant IEE forms and submit along with these IEE forms.

9. List type of wastes under each category and its quantity per annum, tick as appropriate:
- a) ☐Solid:.....
- b) ☐Liquid/effluent:.....
- c) ☐Air/Gaseous:.....
10. Provide maximum noise level at the project boundary during operation, if applicable:
11. Environmental Management Plan (attached in a separate sheet):
- Briefly describe mitigation measures to address impacts including sections 9 and 10
12. List of documents to be attached with this IEE form:

1	Public consultation records verified by the concerned local authority
2	Layout plan and KMZ file depicting entire layout plan

Note: If the activity is proposed in the industrial area/estate, list of document from 1 to 3 are not required.

Name and signature of the project proponent:

Address:

Date:



2. IEE Form for Industrial Projects – 2017

Note 1: In accordance with section 47 of the Regulation for Environmental Clearance of Projects 2016, consent must be obtained from individual or juristic person if activity has direct impact on a property.

Note 2: The completed IEE form shall be submitted to the relevant Competent Authority.

Note 3: The completed IEE form shall be the basis to determine the requirement of Environmental Impact Assessment (EIA). If EIA is required, applicant will be notified to submit Terms of Reference for the project.

Note 4: The application shall be subjected to Fee Schedules to cover the cost of administering the Environmental Assessment Act. 2000.

1. General Information:

- a) Name of the project:.....
- b) Project Type (Tick as appropriate): ☐New ☐ Expansion/modification
- c) Applicant Details:
 - I. Name of the applicant:.....
 - II. Address:.....
 - III. Post Box No.:.....
 - IV. Contact No.:.....
 - V. Fax No.:.....
 - VI. Email:.....
 - VII. Name and contact details of Environmental Focal Person:.....

2. Project Location:

- I. Dzongkhag/Thromde:
- II. Gewog:.....
- III. Village:.....
- IV. Name of the project site:.....

3. Project Cost (Nu.):.....

4. Project area, tick as appropriate:

- a) ☐Industrial Area.....acres
- b) ☐Industrial Estate.....acres
- c) ☐State Reserve Forest.....acres
- d) ☐Private.....acres
- e) ☐Others.....acres
- f) Total area required.....acres

Note: If the activity is proposed in industrial area /estate, skip sections 5 and 6



5. Terrain characteristic at the project site
 - a) Elevation (meter):.....
 - b) Aspect (direction):.....
 - c) Slope (degree/%):.....
6. Presence of any of the following within and 50 meters buffer of the project area. If yes tick and mention name, wherever applicable:
 - a) ☐ River/spring/stream.....
 - b) ☐ Protected Area.....
 - c) ☐ Catchment area.....
 - d) ☐ Wetland.....
 - e) ☐ Community forest.....
 - f) ☐ Private forest.....
 - g) ☐ Tsamdro.....
 - h) ☐ Sokshing.....
 - i) ☐ Agriculture land.....
 - j) ☐ Heritage site.....
 - k) ☐ Hospital.....
 - l) ☐ School/institution.....
 - m) ☐ Roads.....
 - n) ☐ Industries.....
 - o) ☐ Settlements.....
 - p) ☐ Presence of religious site.....
 - q) ☐ Archaeological site.....
 - r) ☐ Others.....
7. Project Details (attached in a separate sheet):
 - a) Project objective:.....
 - b) Final products:.....
 - c) Installed capacity:.....
 - d) For medium and large-scale industries provide brief information on process mechanism from use of raw material to the final product without getting into details of thermo-chemistry
 - e) Total built up area (acre):.....
 - f) List of major materials and quantity to be used:.....
 - g) Methods of storing materials and final products:.....
 - h) Source of water and total requirement -m³/day:.....
 - i) Source of energy, tick as appropriate:



- ☐ Electricity, if yes, Tapping point:.....
- ☐ Coal
- ☐ Fossil fuel
- ☐ Solar
- ☐ Wood
- ☐ Others

8. Ancillary activities, tick as appropriate:

- a) ☐ Power line
- b) ☐ Approach road
- c) ☐ Others

Note: For ancillary activities, fill up relevant IEE forms and submit along with these IEE forms.

9. List type of wastes under each category and its quantity per annum, tick as appropriate:

- a) ☐ Solid:.....
- b) ☐ Liquid/effluent:.....
- c) ☐ Air/Gaseous:.....

10. Provide maximum noise level at the project boundary during operation, if applicable:

11. Environmental Management Plan (attached in a separate sheet):

Briefly describe mitigation measures to address impacts including sections 9 and 10

12. List of documents to be attached with this IEE form:

1	Public consultation records verified by the concerned local authority
2	Layout plan and KMZ file depicting entire layout plan

Note: If the activity is proposed in the industrial area/estate, list of document from 1 to 3 are not required.

Name and signature of the project proponent:

Address:

Date:



3. IEE Form for Quarry Projects – 2017

Note 1: In accordance with section 47 of the Regulation for Environmental Clearance of Projects 2016, consent must be obtained from individual or juristic person if activity has direct impact on a property.

Note 2: This form is applicable for proposed quarries measuring less than or equal to **ten acres** and maximum operation of **five years** outside the protected area.

Note 3: The completed IEE form shall be submitted to the relevant Competent Authority.

Note 4: The completed IEE form shall be the basis to determine the requirement of Environmental Impact Assessment (EIA). If EIA is required, applicant will be notified to submit Terms of Reference for the project.

Note 5: The application shall be subjected to Fee Schedules to cover the cost of administering the Environmental Assessment Act, 2000.

1. General Information:

- a) Name of the project:.....
- b) Project Type (Tick as appropriate): ☐New☐ Expansion/modification
- c) Applicant Details
 - I. Name of the applicant:.....
 - II. Address:.....
 - III. Post Box No.:.....
 - IV. Contact No.:.....
 - V. Fax No.:.....
 - VI. Email:.....
 - VII. Name and contact details of Environmental Focal Person:.....

2. Project Location:

- I. Dzongkhag/Thromde:
- II. Gewog:.....
- III. Village:.....
- IV. Name of the project site:.....

3. Project Cost (Nu.):.....

4. Project area, tick as appropriate:

- a) ☐ State Reserve Forest.....acres
- b) ☐ Private.....acres
- c) ☐ Others.....acres
- d) Total area required.....acres

5. Terrain characteristic at the project site:



- a) Elevation (meter):.....
 - b) Aspect (direction):.....
 - c) Slope (degree/%):.....
 - d) Describe the terrain characteristics within and 50 meters buffer focusing on local geology and geomorphology including drainage pattern of the project area
6. Presence of any of the following within and 50 meters buffer of the project area. If yes tick and mention name, wherever applicable:
- a) ☐ River/spring/stream.....
 - b) ☐ Protected Area.....
 - c) ☐ Catchment area.....
 - d) ☐ Wetland.....
 - e) ☐ Community forest.....
 - f) ☐ Private forest.....
 - g) ☐ Tsamdro.....
 - h) ☐ Sokshing.....
 - i) ☐ Agriculture land.....
 - j) ☐ Heritage site.....
 - k) ☐ Hospital.....
 - l) ☐ School/institution.....
 - m) ☐ Roads.....
 - n) ☐ Industries.....
 - o) ☐ Settlements.....
 - p) ☐ Presence of religious site.....
 - q) ☐ Archaeological site.....
 - r) ☐ Others
7. Project Details (attached in a separate sheet):
- a) Project objective:.....
 - b) Production capacity- MT:.....
 - c) Stripping ratio:.....
 - d) Blasting requirement: ☐ Yes ☐ No
 - If yes, mention type of blasting:
 - e) Methods of storing products:.....
 - f) Source of water and total requirement -m³/day:.....
 - g) Source of energy, tick as appropriate:
 - ☐ Electricity, if yes, Tapping point.....



- ☐ Coal
- ☐ Fossil fuel
- ☐ Solar
- ☐ Wood
- ☐ Others

8. Ancillary activities, tick as appropriate:

- a) ☐ Power line
- b) ☐ Approach road
- c) ☐ Others

Note: For ancillary activities, fill up relevant IEE forms and submit along with these IEE forms.

9. List type of wastes under each category and its quantity per annum, tick as appropriate:

- a) ☐ Solid:.....
- b) ☐ Liquid/effluent:.....
- c) ☐ Air/Gaseous:.....

10. Provide maximum noise level at the project boundary during operation, if applicable:

11. Environmental Management Plan (attached in a separate sheet):

Briefly describe mitigation measures to address impacts including sections 9 and 10

12. List of documents to be attached with this IEE form:

1	Public consultation records verified by the concerned local authority
2	Layout plan and KMZ file depicting entire layout plan
3	Final Mine Feasibility Study Report

Name and signature of the project proponent:

Address:

Date:



4. IEE Form for Hydropower Projects – 2017

Note 1: In accordance with section 47 of the Regulation for Environmental Clearance of Projects 2016, consent must be obtained from individual or juristic person if activity has direct impact on a property.

Note 2: The completed IEE form shall be submitted to the relevant Competent Authority.

Note 3: The completed IEE form shall be the basis to determine the requirement of Environmental Impact Assessment (EIA). If EIA is required, applicant will be notified to submit Terms of Reference for the project.

Note 4: The application shall be subjected to Fee Schedules to cover the cost of administering the Environmental Assessment Act, 2000.

1. General Information:

- a) Name of the project:.....
- b) Project Type (Tick as appropriate): ☐New ☐ Expansion/modification
- c) Applicant Details:
 - I. Name of the applicant:.....
 - II. Address:.....
 - III. Post Box No.:.....
 - IV. Contact No.:.....
 - V. Fax No.:.....
 - VI. Email:.....
 - VII. Name and contact details of Environmental Focal Person:.....

2. Project Location:

- I. Dzongkhag/Thromde:
- II. Gewog:.....
- III. Village:.....
- IV. Name of the project site:.....

3. Project Cost (Nu.):.....

4. Project area, tick as appropriate:

- a) ☐ State Reserve Forest.....acres
- b) ☐ Private.....acres
- c) ☐ Others.....acres
- d) Total area required.....acres

5. Terrain characteristic at the project site:



Describe the terrain characteristics focusing on local geology and geomorphology of the area housing the major components such as diversion tunnel, dam, de-silting chambers, Head Race Tunnel, surge shaft, pressure shaft, power house, Tail Race Tunnel and housing colonies.

6. Presence of any of the following within and 50 meters buffer of the project area. If yes tick and mention name, wherever applicable:

- a) ☐ River/spring/stream.....
- b) ☐ Protected Area.....
- c) ☐ Catchment area.....
- d) ☐ Wetland.....
- e) ☐ Community forest.....
- f) ☐ Private forest.....
- g) ☐ Tsamdro.....
- h) ☐ Sokshing.....
- i) ☐ Agriculture land.....
- j) ☐ Heritage site.....
- k) ☐ Hospital.....
- l) ☐ School/institution.....
- m) ☐ Roads.....
- n) ☐ Industries.....
- o) ☐ Settlements.....
- p) ☐ Presence of religious site.....
- q) ☐ Archaeological site.....
- r) ☐ Others

7. Project Details (attached in a separate sheet):

- a) Project objective:.....
- b) Power Generation (Megawatt):.....
- c) Name of river to be used for power generation:.....
 - I. Water required for power generation in m^3 per second:.....
 - II. Mean annual flow at project site in m^3 per second:.....
 - III. Lean season flow in m^3 per second between dam and Tail Race Tunnel:.....
- d) Engineering characteristics of dam:
 - I. Type:.....
 - II. Height in meters:
 - III. Length in meters:



- IV. Type/class of bed rock to anchor the dam:
- e) Blasting requirement: ☐ Yes ☐ No
- If yes, mention type of blasting:
- f) Submergence Area in acres:
- g) Length of the de-watered stretch in km.:
- h) Information on Aquatic fauna focusing on migratory fish species
- i) Total built up area (acre):
- j) Methods of storing materials:
- k) Source of water and total requirement -m³/day- for construction, drinking and sanitation:
- l) Source of energy, tick as appropriate:
- ☐ Electricity, if yes, Tapping point:
 - ☐ Coal
 - ☐ Fossil fuel
 - ☐ Solar
 - ☐ Wood
 - ☐ Others
- 8) Provide information on physico-chemical analysis of water in upstream and downstream of the dam site.
- i) pH
 - ii) TDS
 - iii) BOD
 - iv) COD
9. Ancillary activities, tick as appropriate:
- a) ☐ Power line
 - b) ☐ Approach road
 - c) ☐ Others

Note: For ancillary activities, fill up relevant IEE forms and submit along with these IEE forms.

10. List type of wastes under each category and its quantity per annum, tick as appropriate:
- ☐ Solid waste including excavated materials:
 - ☐ Liquid/effluent:
 - ☐ Air/Gaseous:
11. Provide maximum noise level at the project sites' boundary during construction and operation, if applicable:
12. Environmental Management Plan (attached in a separate sheet):



Briefly describe mitigation measures to address impacts including sections 10 and 11

13. List of documents to be attached with this IEE form:

1	Public consultation records verified by the concerned local authority
2	Layout plan and KMZ file depicting entire layout plan
3	Map specifying critical catchment and drainage area, submergence area

Name and signature of the project proponent:

Address:

Date:

5. IEE Form for Road Projects – 2017

Note 1: In accordance with section 47 of the Regulation for Environmental Clearance of Projects 2016, consent must be obtained from individual or juristic person if activity has direct impact on a property.

Note 2: The completed IEE form shall be submitted to the relevant Competent Authority.

Note 3: The completed IEE form shall be the basis to determine the requirement of Environmental Impact Assessment (EIA). If EIA is required, applicant will be notified to submit Terms of Reference for the project.

Note 4: The application shall be subjected to Fee Schedules to cover the cost of administering the Environmental Assessment Act, 2000.

I. General Information:

a) Name of the project, tick as appropriate:.....

I. ☐ Highway/Feeder Road

II. ☐ Farm Road

III. ☐ Private Road

IV. ☐ Forest Road

V. ☐ Access Road

VI. ☐ Tunnel Road

VII. ☐ Others

b) Project Type (Tick as appropriate): ☐ New ☐ Widening

c) Applicant Details:

I. Name of the applicant:.....



- II. Address:.....
- III. Post Box No.:.....
- IV. Contact No.:.....
- V. Fax No.:.....
- VI. Email:.....
- VII. Name and contact details of Environmental Focal Person:.....
2. Project Location:
- I. Dzongkhag/Thromde:
- II. Gewog:.....
- III. Village:.....
- IV. Name of the project site:.....
3. Project Cost (Nu.):.....
4. Project area, tick as appropriate:
- a) ☐ State Reserve Forest.....acres
- b) ☐ Private.....acres
- c) ☐ Others.....acres
- d) Total area required.....acres
5. Presence of any of the following within and 50 meters buffer of the project area. If yes tick and mention name, wherever applicable:
- a) ☐ River/spring/stream.....
- b) ☐ Protected Area.....
- c) ☐ Catchment area.....
- d) ☐ Wetland.....
- e) ☐ Community forest.....
- f) ☐ Private forest.....
- g) ☐ Tsamdro.....
- h) ☐ Sokshing.....
- i) ☐ Agriculture land.....
- j) ☐ Heritage site.....
- k) ☐ Hospital.....
- l) ☐ School/institution.....
- m) ☐ Roads.....
- n) ☐ Industries.....
- o) ☐ Settlements.....



- p) ☐ Presence of religious site.....
- q) ☐ Archaeological site.....
- r) ☐ Others
6. Project Details (attached in a separate sheet):
- a) Project objective:.....
- b) Length of road in km:
- I. Starting point:
- II. Termination point:
- c) Right of Way in meters:.....
- d) Type of drain:.....
- e) Blasting requirement: ☐ Yes ☐ No
- If yes, mention type of blasting:
- f) Methods of storing materials:.....
- g) Does the proposed road passes through:
- I. Terrestrial fauna migratory routes ☐ Yes ☐ No
- II. Heritage or religious site ☐ Yes ☐ No
- III. Wetland and catchment area ☐ Yes ☐ No
- IV. If yes for any of the above, provide alternatives.
- h) Briefly describe the terrain characteristics along the proposed road alignment focusing on geotechnical and geomorphology information.
7. Ancillary activities, tick as appropriate:
- d) ☐ Bridge
- e) ☐ Crushing plant
- f) ☐ Asphalt plant
- g) ☐ Concrete batching plant
- h) ☐ Others

Note: For ancillary activities, fill up relevant IEE forms and submit along with these IEE forms.

8. List type of solid wastes and its quantity:
9. Environmental Management Plan (attached in a separate sheet):
- Briefly describe mitigation measures to address impacts including sections 9 and 10
10. List of documents to be attached with this IEE form:

1	Public consultation records verified by the concerned local authority
2	Layout plan and KMZ file depicting entire layout plan



3	Map specifying critical catchment and drainage area for Feeder road and National Highways
---	---

Name and signature of the project proponent:

Address:

Date:

6. IEE Form for Forestry Projects – 2017

Note 1: In accordance with section 47 of the Regulation for Environmental Clearance of Projects 2016, consent must be obtained from individual or juristic person if activity has direct impact on a property.

Note 2: The completed IEE form shall be submitted to the relevant Competent Authority.

Note 3: The completed IEE form shall be the basis to determine the requirement of Environmental Impact Assessment (EIA). If EIA is required, applicant will be notified to submit Terms of Reference for the project.

Note 4: The application shall be subjected to Fee Schedules to cover the cost of administering the Environmental Assessment Act, 2000.

1. General Information:

a) Name of the project, tick as appropriate:.....

I. ☐ FMU

II. ☐ Sand-dredging

III. ☐ Surface Collection

IV. ☐ Ropeways

V. ☐ Others

b) Project Type (Tick as appropriate): ☐ New ☐ Expansion/modification

c) Applicant Details:

I. Name of the applicant:.....

II. Address:.....

III. Post Box No.:.....

IV. Contact No.:.....

V. Fax No.:.....

VI. Email:.....

VII. Name and contact details of Environmental Focal Person:.....

2. Project Location:

I. Dzongkhag/Thromde:



- II. Gewog:.....
- III. Village:.....
- IV. Name of the project site:.....
3. Project Cost (Nu.):.....
4. Project area, tick as appropriate:
- a) ☐ State Reserve Forest.....acres
 - b) ☐ Private.....acres
 - c) ☐ Others.....acres
 - d) Total area required.....acres
5. Terrain characteristic at the project site:
- a) Elevation (meter):.....
 - b) Aspect (direction):.....
 - c) Slope (degree/%):.....
6. Presence of any of the following within and 50 meters buffer of the project area. If yes tick and mention name, wherever applicable:
- a) ☐ River/spring/stream.....
 - b) ☐ Protected Area.....
 - c) ☐ Catchment area.....
 - d) ☐ Wetland.....
 - e) ☐ Community forest.....
 - f) ☐ Private forest.....
 - g) ☐ Tsamdro.....
 - h) ☐ Sokshing.....
 - i) ☐ Agriculture land.....
 - j) ☐ Heritage site.....
 - k) ☐ Hospital.....
 - l) ☐ School/institution.....
 - m) ☐ Roads.....
 - n) ☐ Industries.....
 - o) ☐ Settlements.....
 - p) ☐ Presence of religious site.....
 - q) ☐ Archaeological site.....
 - r) ☐ Others
7. Project Details (attached in a separate sheet):



- a) Project objective:.....
- b) Project output:.....
- c) Methods of storing materials:.....
- d) Source of water and total requirement -m³/day:.....
- e) Source of energy, tick as appropriate:
 - ☐ Electricity, if yes, Tapping point:.....
 - ☐ Coal
 - ☐ Fossil fuel
 - ☐ Solar
 - ☐ Wood
 - ☐ Others

8. Ancillary activities, tick as appropriate:

- a) ☐ Power line
- b) ☐ Approach road
- c) ☐ Others

Note: For ancillary activities, fill up relevant IEE forms and submit along with these IEE forms.

9. List type of wastes under each category and its quantity per annum, tick as appropriate:

- a) ☐ Solid:.....
- b) ☐ Liquid/effluent:.....
- c) ☐ Air/Gaseous:.....

10. Provide maximum noise level at the project boundary during operation, if applicable:

11. Environmental Management Plan (attached in a separate sheet):

Briefly describe mitigation measures to address impacts including sections 9 and 10

12. List of documents to be attached with this IEE form:

1	Public consultation records verified by the concerned local authority
2	Layout plan and KMZ file depicting entire layout plan
3	Forest Management Plan for Forest Management Unit and Working Schemes

Name and signature of the project proponent:

Address:

Date:



7. IEE Form for Transmission and Distribution Projects – 2017

Note 1: In accordance with section 47 of the Regulation for Environmental Clearance of Projects 2016, consent must be obtained from individual or juristic person if activity has direct impact on a property.

Note 2: The completed IEE form shall be submitted to the relevant Competent Authority.

Note 3: The completed IEE form shall be the basis to determine the requirement of Environmental Impact Assessment (EIA). If EIA is required, applicant will be notified to submit Terms of Reference for the project.

Note 4: The application shall be subjected to Fee Schedules to cover the cost of administering the Environmental Assessment Act, 2000.

1. General Information:

- a) Name of the project:.....
 - I. Voltage level in kV:.....
- b) Project Type (Tick as appropriate): ☐New ☐ Expansion/modification
- c) Applicant Details:
 - I. Name of the applicant:.....
 - II. Address:.....
 - III. Post Box No.:.....
 - IV. Contact No.:.....
 - V. Fax No.:.....
 - VI. Email:.....
 - VII. Name and contact details of Environmental Focal Person:.....

2. Project Location:

- I. Dzongkhag/Thromde:
- II. Gewog:.....
- III. Village:.....
- IV. Name of the project site:.....

3. Project Cost (Nu.):.....

4. Project area, tick as appropriate:

- a) ☐ State Reserve Forest.....acres
- b) ☐ Private.....acres
- c) ☐ Others.....acres
- d) Total area required.....acres



6. Presence of any of the following within and 50 meters buffer of the project area. If yes tick and mention name, wherever applicable:

- a) ☐ River/spring/stream.....
- b) ☐ Protected Area.....
- c) ☐ Catchment area.....
- d) ☐ Wetland.....
- e) ☐ Community forest.....
- f) ☐ Private forest.....
- g) ☐ Tsamdro.....
- h) ☐ Sokshing.....
- i) ☐ Agriculture land.....
- j) ☐ Heritage site.....
- k) ☐ Hospital.....
- l) ☐ School/institution.....
- m) ☐ Roads.....
- n) ☐ Industries.....
- o) ☐ Settlements.....
- p) ☐ Presence of religious site.....
- q) ☐ Archaeological site.....
- r) ☐ Others

6. Project Details (attached in a separate sheet):

- a) Project objective:.....
- b) Length of transmission /distribution line in km:
 - I. Starting point:
 - II. Termination point:.....
- c) Right of Way in meters:.....
- d) Tower types and numbers:
- e) Methods of storing materials:
- f) Does the proposed transmission/distribution line passes through:
 - I. Avi-fauna migratory routes ☐ Yes ☐ No
 - II. Heritage or religious site ☐ Yes ☐ No
 - III. Wetland and catchment area ☐ Yes ☐ No
 - IV. If yes for any of the above, provide alternatives

7. Ancillary activities, tick as appropriate:



- a) ☐ Substation
- b) ☐ Approach road
- c) ☐ Ropeway
- d) ☐ Others

Note: For ancillary activities, fill up relevant IEE forms and submit along with these IEE forms.

- 8. List type of solid wastes and its quantity:
- 9. Environmental Management Plan (attached in a separate sheet):
Briefly describe mitigation measures to address impacts including section 8
- 10. List of documents to be attached with this IEE form:

1	Public consultation records verified by the concerned local authority
2	Layout plan and KMZ file depicting entire layout plan

Name and signature of the project proponent:

Address:

Date:

8. IEE Form for Tourism Activities – 2017

Note 1: In accordance with section 47 of the Regulation for Environmental Clearance of Projects 2016, consent must be obtained from individual or juristic person if activity has direct impact on a property.

Note 2: The completed IEE form shall be submitted to the relevant Competent Authority.

Note 3: The completed IEE form shall be the basis to determine the requirement of Environmental Impact Assessment (EIA). If EIA is required, applicant will be notified to submit Terms of Reference for the project.

Note 4: The application shall be subjected to Fee Schedules to cover the cost of administering the Environmental Assessment Act, 2000.

1. General Information:

- a) Name of the project, tick as appropriate:.....



- I. ☐ Resort
 - II. ☐ Eco-lodge
 - III. ☐ Homestay
 - IV. ☐ Road-side amenities
 - V. ☐ Eco-trail
 - VI. ☐ Canopy trail
 - VII. ☐ Biking Trail
 - VIII. ☐ Others
- b) Project Type (Tick as appropriate): ☐ New ☐ Expansion/modification
- c) Applicant Details:
- I. Name of the applicant:.....
 - II. Address:.....
 - III. Post Box No.:.....
 - IV. Contact No.:.....
 - V. Fax No.:.....
 - VI. Email:.....
 - VII. Name and contact details of Environmental Focal Person:.....
2. Project Location:
- I. Dzongkhag/Thromde:
 - II. Gewog:.....
 - III. Village:.....
 - IV. Name of the project site:.....
3. Project Cost (Nu.):.....
4. Project area, tick as appropriate:
- a) ☐ State Reserve Forest.....acres
 - b) ☐ Private.....acres
 - c) ☐ Others.....acres
 - d) Total area required.....acres
5. Terrain characteristic at the project site:
- a) Elevation (meter):.....
 - b) Aspect (direction):.....
 - c) Slope (degree/%):.....



6. Presence of any of the following within and 50 meters buffer of the project area. If yes tick and mention name, wherever applicable:

- a) ☐ River/spring/stream.....
- b) ☐ Protected Area.....
- c) ☐ Catchment area.....
- d) ☐ Wetland.....
- e) ☐ Community forest.....
- f) ☐ Private forest.....
- g) ☐ Tsamdro.....
- h) ☐ Sokshing.....
- i) ☐ Agriculture land.....
- j) ☐ Heritage site.....
- k) ☐ Hospital.....
- l) ☐ School/institution.....
- m) ☐ Roads.....
- n) ☐ Industries.....
- o) ☐ Settlements.....
- p) ☐ Presence of religious site.....
- q) ☐ Archaeological site.....
- r) ☐ Others

7. Project Details (attached in a separate sheet):

- a) Project objective:.....
- b) Total built up area (acre):.....
- c) Methods of storing materials:.....
- d) Source of water and total requirement -m³/day:.....
- e) Source of energy, tick as appropriate:
 - ☐ Electricity, if yes, Tapping point:.....
 - ☐ Coal
 - ☐ Fossil fuel
 - ☐ Solar
 - ☐ Wood
 - ☐ Others

8. Ancillary activities, tick as appropriate:

- a) ☐ Power line



- b) ☐ Approach road
- c) ☐ Others

Note: For ancillary activities, fill up relevant IEE forms and submit along with these IEE forms.

9. List type of wastes under each category and its quantity per annum, tick as appropriate:

- a) ☐ Solid:.....
- b) ☐ Liquid/effluent:.....
- c) ☐ Air/Gaseous:.....

10. Provide maximum noise level at the project boundary during construction, if applicable:

11. Environmental Management Plan (attached in a separate sheet):

Briefly describe mitigation measures to address impacts including sections 9 and 10

12. List of documents to be attached with this IEE form:

1	Public consultation records verified by the concerned local authority
2	Layout plan and KMZ file depicting entire layout plan

Name and signature of the project proponent:

Address:

Date:

9. IEE Form for Groundwater Abstraction Projects – 2018

Note 1: In accordance with section 47 of the Regulation for Environmental Clearance of Projects 2016, consent must be obtained from individual or juristic person if activity has direct impact on a property.

Note 2: The completed IEE form shall be submitted to the relevant Competent Authority.

Note 3: The completed IEE form shall be the basis to determine the requirement of Environmental Impact Assessment (EIA). If EIA is required, applicant will be notified to submit Terms of Reference for the project.

Note 4: The application shall be subjected to Fee Schedules to cover the cost of administering the Environmental Assessment Act, 2000.

1. General Information:

- a) Name of the project:.....
- b) Project Type (Tick as appropriate): ☐ New ☐ Expansion/modification
- c) Applicant Details



- I. Name of the applicant:.....
 - II. Address:.....
 - III. Post Box No.:.....
 - IV. Contact No.:.....
 - V. Fax No.:.....
 - VI. Email:.....
 - VII. Name and contact details of Environmental Focal Person:.....
2. Project Location:
- I. Dzongkhag/Thromde:
 - II. Gewog:.....
 - III. Village:.....
 - IV. Name of the project site:.....
3. Project Cost (Nu.):.....
4. Project area, tick as appropriate:
- a) ☐ Industrial Area.....acres
 - b) ☐ Industrial Estate.....acres
 - c) ☐ State Reserve Forest.....acres
 - d) ☐ Private.....acres
 - e) ☐ Others.....acres
 - f) Total area required.....acres
- Note: If the activity is proposed in industrial area /estate, skip sections 5 and 6**
5. Terrain characteristic at the project site:
- a) Elevation –meter:.....
 - b) Land form:
 - ☐ Flood plain:.....
 - ☐ Alluvial deposit:.....
 - ☐ Colluvial deposit:.....
 - ☐ Others:.....
6. Presence of any of the following within and 50 meters buffer of the project area. If yes tick and mention name, wherever applicable:
- a) ☐ Rivers/springs/streams/wells/lakes.....
 - b) ☐ Agriculture land.....
 - c) ☐ Heritage site.....
 - d) ☐ Hospital.....



- e) ☐ School/institution.....
- f) ☐ Roads.....
- g) ☐ Industries.....
- h) ☐ Settlements.....
- i) ☐ Religious site.....
- j) ☐ Archaeological site.....
- k) ☐ Others
7. Project Details (attached in a separate sheet):
- a) Project objective:.....
- b) Project output:.....
- c) Total requirement –cubic meter/day:.....
- d) Installed capacity of the bore-well:.....
- e) Geo-coordinates of the proposed site:.....
- f) Width and depth of the bore-well –meters:.....
- g) Depth of water-table in meters:
- ☐ December:.....
 - ☐ January:.....
 - ☐ February:.....
- h) Source of energy, tick as appropriate:
- ☐ Electricity, if yes, Tapping point:.....
 - ☐ Solar
 - ☐ Wind
 - ☐ Others
- i) Parameters of groundwater:
- ☐ pH:.....
 - ☐ Turbidity (NTU):.....
 - ☐ Conductivity ($\mu\text{S}/\text{cm}$):.....
 -
8. Ancillary activities, tick as appropriate:
- a) ☐ Power line
- b) ☐ Approach road
- c) ☐ Others

Note: For ancillary activities, fill up relevant IEE forms and submit along with these IEE forms.

9. List type of wastes under each category and its quantity per annum, tick as appropriate:



- a) ☐ Solid:.....
- b) ☐ Liquid/effluent:.....
- c) ☐ Air/Gaseous:.....
10. Provide maximum noise level at the project boundary during operation, if applicable:
11. Environmental Management Plan (attached in a separate sheet):
Briefly describe mitigation measures to address impacts including sections 9 and 10
12. List of documents to be attached with this IEE form:

3	Public consultation records verified by the concerned local authority
4	Layout plan and KMZ file depicting entire layout plan

Note: If the activity is proposed in the industrial area/estate, list of document from 1 to 3 are not required.

Name and signature of the project proponent:

Address:

Date:



Annexure III: EA Form for Red Category Projects 2020 – Industrial Projects

Note 1: In accordance with section 47 of the Regulation for Environmental Clearance of Projects 2016, consent must be obtained from individual or juristic person if activity has direct impact on a property.

Note 2: The completed EA form shall be submitted to the NECS.

Note 3: The completed EA form shall be the basis to determine the requirement of detailed Environment Assessment (EA). If detailed EA is required, applicant will be notified to submit Terms of Reference for the project.

Note 4: The application shall be subjected to Fee Schedules to cover the cost of administering the Environmental Assessment Act 2000.

1. General Information:

1.1 Name of the project:.....

1.2 Project Type (Tick as appropriate): ☐ New ☐ Expansion/modification

1.3 Type of Industry:

☐ Ferroalloys

☐ Steel plants and Rolling Mills

☐ Cement Industry

☐ Others.....

1.4 Project area (acres):.....

1.5 Applicant Details:

1.5.1 Name of the promoter/company.....

1.5.2 Address:.....

1.5.3 Post Box No:.....

1.5.4 Contact No:.....

1.5.5 Email:.....

1.5.6 Name and contact details of Environmental Focal Person (The person nominated as Environmental Focal Person shall be responsible to ensure compliance with EC terms and conditions, maintain record, and report to NECS):.....



1.5.7 Name and contact details of the consultant/consultancy firm/individual(s) preparing this form.....

2. Project Location:

2.1 For projects proposed within the approved Industrial Estate/Park, fill in the following information:

2.1.1 Name of the Industrial Estate/Park:

☐ Pasakha Industrial Estate

☐ Jigmeling Industrial Park

☐ Motanga Industrial Park

☐ Others.....

2.1.2 Mention the zone allocated for the proposed project:.....

2.2 For projects proposed outside the approved Industrial Estate/Park, fill in the following information:

2.2.1 Dzongkhag/Thromde:.....

2.2.2 Gewog:.....

2.2.3 Village:.....

2.2.4 Name of the Project site:.....

2.2.5 Co-ordinates of the project boundary:.....

2.2.6 Land ownership:

2.2.7 ☐ Private

2.2.8 ☐ Government

2.2.9 ☐ Others, specify.....

3. Project Cost:

3.1 Total budget allocated for Environmental Management:.....

3.2 Total project cost:.....

4. Baseline/Existing information (for projects proposed outside the approved Industrial Estate/Park):

Note: The baseline information should cover a study area of 1 km radius from the project boundary for one time period. However, this area of coverage may differ depending on the nature of the proposed project and the sensitivity of the receiving environment.



4.1 Topography/Terrain characteristics of the project site/ Site analysis

a) Elevation:.....

b) Tick as appropriate:

i. ☐ Flat land (below 20 degrees)

ii. ☐ Gentle slope (below 45 degrees)

iii. ☐ Steep slope (46 – 60 degrees)

iv. ☐ Very steep slope (above 60 degrees)

c) Provide information on the presence of any of the following:

Sl.no.	Land use/existing infrastructure	Name/Location Name	Distance from the proposed project site (km)
1.	Agricultural lands		
2.	Settlements		
3.	Roads		
4.	Powerlines		
5.	Schools/Institutions		
6.	Protected Areas		
7.	Migration route/habitat		
8.	Hospitals/BHUs		
9.	Heritage/religious/cultural sites		
10.	Industries		
11.	Others		

4.2 Provide data on ambient air quality and other parameters as follows:

Ambient Air Quality				
Sl.no.	Parameters (in mg/Nm ³)	Readings		
		Sampling location 1 (within project site)	Sampling location 2 (at project boundary)	Sampling location 3
1.	TSPM (24 Hour Average)			
2.	RPM (24 Hour Average)			



3.	SO ₂ (24 Hour Average)			
4.	NO _x (24 Hour Average)			
5.	CO (8 Hour Average)			
6.	Any other gaseous pollutants as appropriate			
	Geo-coordinates of the sampling locations			

Note: The sampling locations should be selected as follows:

1. Sampling location 1 within project site
2. Sampling location 2 at the project boundary
3. Data should be provided for all sensitive receptors (BHU/hospital/school/settlements) within the study area

Other parameters		
Sl.no.	Parameters	Readings
1.	Temperature (degree celsius)	
2.	Humidity	
3.	Rainfall (mm)	
4.	Wind direction	
5.	Wind speed (m/s)	

Note: The above readings should cover the project area

- 4.3 Data on ambient noise measured at minimum of four different directions of the locations at the project boundary:

Sl.no.	Sampling location	Readings (in dB)
1.	Northern boundary	
2.	Southern boundary	
3.	Eastern boundary	
4.	Western boundary	
5.	Any other	

- 4.4 Data on ambient water quality for physical, chemical and biological characteristics:

Sl.no.	Parameters	Readings
1.	pH	
2.	TSS (in mg/L)	
3.	TDS (in mg/L)	



4.	Conductivity (in $\mu\text{S}/\text{cm}$)	
5.	BOD (in mg/L)	
6.	COD (in mg/L)	
<i>Note: Readings for the above parameters should be provided for all the water resources within study area of 1 km radius from the project boundary</i>		

4.5 Provide a list of flora and fauna present at the project site and the study area:

Flora	Fauna

4.6 Basic information on socio-economic environment (If there are no settlements within the study area, skip this section):

- a) Name of the settlements:.....
- b) Total population:.....
- c) Main source of income:.....

5. Project Description:

5.1 Project Objective:.....

5.2 Technology to be used (furnace/boiler/pollution control equipment, etc.) along with specifications (Brochures from the company may be annexed):



5.3 Installed capacity of the plant per annum:.....

5.4 Resource consumption:

5.4.1 Raw materials

Sl. No.	List of raw materials (major)	Annual consumption	Elemental composition	Source and method of transportation	Storage (fully enclosed/partially enclosed/open)
1.					
2.					

5.4.2 Data on hazardous chemicals, toxic or inflammable substances including carcinogenic materials to be used in the process:

Sl. No.	Name of chemicals/substances	Quantities	Storage method
1.			
2.			

Note: The material safety data sheet of each hazardous chemical/solvent should be annexed as provided by the manufacturers, if any



5.5 Manufacturing process:

Describe the production process in a sequential manner starting from raw material, handling and production to the final product. In the process description, submit and explain the stoichiometric reactions/mass balance involved with temperature change:

The above explanation must be supported with schematic representation and indicate points/areas where there will be emission and discharges, odor if any, recycling and reusing of used materials or by-products and generation of unwanted products:

5.6 Products and by-products

	Name of Products/ by-products	Quantity per annum	Storage (fully enclosed/partially enclosed/open)
--	----------------------------------	--------------------	--



Products	1. 2.	1. 2.	1. 2.
By products	1. 2.	1. 2.	1. 2.
<i>Note: Above information should be provided for all products and by-products and not only limit to two products and byproducts.</i>			

5.7 Utilities and services

5.7.1 Water use:

a) Describe the use of water in the following table:

Sl. No.	Purpose	Source	Quantity of water consumption in KL per day	Quantity of water recycled/reused in KL per day
1.	Raw Material			
2.	Process (cooling/boiler use)			
3.	Domestic (Drinking and sanitation)			
4.	Others			

b) Provide information on downstream users, if any:.....

c) Flow rate (liters/second) :.....

d) Source distance to the project site:.....

Note: In accordance to section 64 of the Water Regulation of Bhutan 2014, minimum environmental flow of 30% of lean season flow should be maintained in a watercourse, where scientific study has not been conducted.

5.7.2 Energy:

a) Mention the source of energy to operate the proposed plant:.....

b) If source of energy is electricity then provide the tapping point:.....

5.8 Fill in the information for relevant ancillary facilities/ associated activities:



Note: The below ancillary facilities may apply to projects proposed outside the approved Industrial Estate/Park.

5.8.1 Approach road

- a) Length of road in km:
- I. Starting point:
 - II. Termination point:
- b) Right of Way in meters:
- c) Type of drain:
- d) Blasting requirement: ☐ Yes ☐ No
 - If yes, mention type of blasting, timing, frequency per day, and method of storage:
- e) Methods of storing materials (to minimize fugitive emissions and spillages):
- f) Does the proposed road pass through:
 - I. Terrestrial fauna migratory routes ☐ Yes ☐ No
 - II. Heritage or religious site ☐ Yes ☐ No
 - III. Wetland and catchment area ☐ Yes ☐ No
 - IV. If yes for any of the above, provide alternatives:
- g) Briefly describe the terrain characteristics along the proposed road alignment focusing on geotechnical and geomorphology information:

5.8.2 Powerline

- a) Voltage level in kV:
- b) Length of transmission /distribution line in km:
 - I. Starting point:
 - II. Termination point:
- c) Right of Way in meters:



- d) Tower types and numbers:
- e) Methods of storing materials:
- f) Does the proposed transmission/distribution line passes through:
- Avi-fauna migratory routes ☐Yes ☐No
 - Heritage or religious site ☐Yes ☐No
 - Wetland and catchment area ☐Yes ☐No
 - If yes for any of the above, provide alternatives.....
.....
.....
- g) If construction/installation of substation is required, provide the following information:
- Type of substation:.....
 - Primary and Secondary Voltage level in kV:.....

5.8.3 Crushing/Asphalt/Concrete batching plant

- a) Final products:.....
- b) Installed capacity:.....
- c) Provide brief information on process mechanism from use of raw material to the final product:.....
.....
.....
- d) List of major materials and quantity to be used:

Sl. No.	List of raw materials (major)	Quantity required per day	Storage (fully enclosed/partially enclosed/open)
1.			
2.			

6. Impact Assessment and Environmental Management Plan

Identify and list both positive and negative impacts covering construction and operation phases of the project including the associated activities and describe mitigation measures and monitoring plan for all adverse impacts identified.



Sl. No	Environmental Component	Potential Source of Impacts	Potential Impacts	Mitigation Plan	Monitoring Plan
1.	Air Quality		Construction:		
			Operation:		
2.	Water Quality		Construction:		
			Operation:		
3.	Noise Environment		Construction:		
			Operation:		
4.	Land Environment		Construction:		
			Operation:		
5.	Socio-economic environment		Construction:		
			Operation:		

- Also, provide the following information:

6.1 For point source emission and effluent generation, provide treatment system and pollution concentration after treatment.....
.....
.....

6.2 Also provide the following information:

Stack Height (meters)	
Stack Diameter (meters)	
Dimension of measurement platform and port (m x m)	
Volumetric flow rate of flue gas (Nm ³ /hr)	
Temperature (°celsius) of flue gas	
Pressure of flue gas (mmWC)	

6.3 Information of wastes:

Sl.no.	Type of wastes	Quantity per annum	Mitigation Measures



6.4 Provide maximum noise level at the project boundary. Should the noise level exceed maximum permissible limit, provide mitigation measures.....

6.5 Provide mitigation measures for odor.....

7. Annexure (List of documents to be attached with this form)

1.	Company brochures of the technology under section 5.2
2.	Material safety data as required under section 5.4.2
3.	Detailed description on the operation of pollution control equipment/pollution abatement equipment inclusive of fume extraction system to be applied along with technical diagram under section 6.1
4.	Records of public consultation signed by member (s) of the concerned local authority present during the consultation (<i>If the proposed project is within approved Industrial Estates/Parks, public consultation record is not required</i>)
5.	Written consent from individual or juristic person if activity has direct impact on a property authenticated by the concerned local authority (<i>If the proposed project is within approved Industrial Estates/Parks, it is not applicable</i>)
6.	KMZ file specifying the location/zonation, settlements, existing infrastructures, location/alignment ancillary facilities, sampling locations, and water bodies of the proposed project
7.	The layout map of the plant showing the production unit, storage of raw materials/products, stacks, wastewater treatment plant, administrative buildings, canteen, proposed green belt, transportation route, roads, parking spaces and infrastructure including all utilities such as fuel-filling station, power supply, water supply, etc.

8. Declaration:

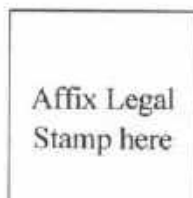
This is to certify that all the information and communication in this form are accurate and complete to the best of my knowledge.

Name and signature of the Project Applicant:

CID No:

Date:

Seal of the company:



Annexure IV: Fee schedules to cover the costs of Administering the Environmental Assessment Act 2000

1. Title, Extent and Commencement

- 1.1 This schedule shall be called as Fee schedules to cover the costs of Administering the Environmental Assessment Act 2000.
- 1.2 It shall enter into force on the 14th day of the 5th month of the female Wood Sheep year corresponding to the 1st day of July, 2015.
- 1.3. It shall apply to all projects in Bhutan.

2. Basis for charging the fees

The basis for proposing to charge for the services provided by the National Environment Commission Secretariat (NECS) is as follows:

- 2.1 **Section 35** of the Environmental Assessment Act 2000 (EA Act) has empowered the National Environment Commission (NEC) to issue regulation and guidelines in consultation with Competent Authorities (CAs) concerning:
 - 2.1.1 **Sub-section 35.3** Fee Schedules to Cover the costs of administering the EA Act; and
 - 2.1.2 **Section 63, Liability and Costs**, states that the applicant/holder shall bear the costs associated with meeting the requirements under the EA Act.
- 2.2 **Section 171 of the Public Finance Act of Bhutan 2007** states that budgetary bodies can fix the fees and charges for services provided to the public subject to approval of the Minister of Finance, unless it is authorized by other provisions of this Act.
- 2.3 **Article 172 of the Public Finance Act of Bhutan 2007** mentions that such fee or charge shall be set at a level no higher than the cost of the most efficient method of providing the service.

3. Rationale

In administering the EA Act and the Regulation for the Environmental Clearance of Projects 2002 (RECOP), the NECS has the mandate to decide on issuance of Environmental Clearance (EC); monitor and control compliance with the terms of EC, report annually to the NEC on the implementation and enforcement of the Act and institute Environmental Assessment Advisory Board to provide technical advice on the environmental assessment and environmental terms for a project. Further, the NECS has the responsibility to develop regulations, guidelines, environmental standards, codes of best practices, and other related documents. Most of the time, these documents are prepared with technical assistance from consultants, incurring costs, for issuance to the public for better compliance with the requirements under the EA Act.

EC is a prerequisite for commencement of any development activity as stipulated very clearly under the EA Act and RECOP. It involves considerable amount of time, resources and technical capabilities to assess development activity prior to the decision to either issue or reject EC, among others, to ensure:



- That any development activity provides meaningful opportunities for involvement of concerned people;
- That all activities are implemented in line with the sustainable development policy of the government;
- That all foreseeable impacts on the environment, including cumulative effects are fully considered prior to any irrevocable commitments of resources or funds; and
- Those concerned people benefit from the activities in terms of social facilities.

Therefore, the application for the EC is subjected to a series of steps: acknowledgement of the receipt of an application, scoping, screening, verification of information contained in the application by conducting site visit, submission of report to the committee, and decision-making. These procedures are followed through keeping in line with the existing practices and the requirements under the EA Act and RECOP. The following is a break up of each step leading to either rejection or issuance of EC:

- 3.1 The application for the EC is acknowledged as per the Applicable Time Limits under Annex 2 of the RECOP.
- 3.2 An officer or officers reviews or review the application for adequacy of information for decision-making. Additional information or clarification is sought, if required.
- 3.3 Once this process is complete, site visit is conducted to verify the information contained in the application. The officer prepares the site visit report.
- 3.4 Depending on the report of the site visit, further clarification or additional information may be sought.
- 3.5 The site visit report along with project details is submitted to the Environmental Assessment Technical Committee for decisions.
- 3.6 The Committee may require clarification or additional information to be furnished to assist decision-making.
- 3.7 At times, if there is lack of in-house technical capabilities to deal with the application. In such cases, the NECS recruits an expert (consultant) for review of an application.
- 3.8 Renewal of an EC involves a site visit, preparation of a report and submission to the Environmental Assessment Technical Committee for a decision.
- 3.9 It requires financial and human resources to acknowledge, review/assess, conduct site visits, make decisions to issue or reject EC. After an EC has been issued, a compliance monitoring is conducted to ensure that the holder complies with the Environmental Terms and Conditions under the EC. The costs associated for reviewing/assessing an application as noted below, but not necessarily limited to:
 - a. Officer (s) time
 - b. Transportation
 - c. Daily Subsistence Allowance
 - d. Use of office equipment
 - e. Telephone expenses
 - f. Stationery and supplies
 - g. Postage and delivery costs
 - h. Clerical help
 - i. Meetings of the Committees



3.10 On top of these reasons for charging fees, it is to discourage those applicants who are not really serious about the application. Service charges are levied to weed out applicants who are not serious about applying and are just making an application for no real reason.

4. Consultation with CAs

As per the requirement under the EA Act, the NECS initiated the preparation of this fee structure. The draft fee structure was deliberated in-house and consulted with the CAs.

The final draft was presented to the 36th Commission meeting and was approved by the Ministry of Finance on January 15, 2015.

5. Fee Structure

A flat fee of Nu. **500.00** per application for all types of application is charged. This amount will be charged in addition to the following fee structures.

5.1 Roads

For construction of any road (private access roads, power tiller roads, farm roads, district roads, national highways, forest roads, feeder roads, urban roads), the impact on the environment is repetitive and also the duration of assessing the application will depend on the length of the road.

The fee for processing an application for any road is based on the length of the road, **Nu. 2.00** (two ngultrum) **for every meter**. This is proposed since site visits for roads are usually carried out on foot, which takes a considerable amount of time for environmental assessment. Charges will be levied as follows:

1 km	2 km	3 km	4 km	Remarks
Nu. 2,000.00	Nu. 4,000.00	Nu. 6,000.00	Nu. 8,000.00	Multiply Nu. 2.00 per meter

5.2 Power Transmission and Distribution Lines

The fee for processing an application for power transmission and distribution lines is based on length, **Nu. 2.00** (two ngultrum) **for every meter**. Similarly, these activities will also have an impact on the environment depending on the length of the power transmission or distribution lines. Conducting site visits for these activities are similar in nature to that of road projects.

5.3 Mines

The fee for processing an application for mining/quarry activity is determined as per the area of the mine/quarry as the impact on the environment and time required for environmental assessment will depend on the size of the mine. **Nu. 1, 300.00** (one thousand three hundred ngultrum) **per acre** is charged for processing an application for EC.



5.4 Industries

The fee for processing an application for industries is based on the size of the investment. The impact on the environment usually depends on the scale and nature of activity. Time taken to assess and conduct site visits is almost proportionate to the size of the activity. Fees are levied as follows:

Cottage	Small	Medium	Large
Nu. 500.00	Nu. 2, 000.00	Nu. 30,000.00	Nu. 50, 000.00

5.5 Hydropower Projects

The fee for processing an application for development of a hydropower project is **Nu. 1000.00** (one thousand ngultrum) **per Megawatt**. Normally, hydropower projects are subjected to full Environmental Impact Assessment. It requires more technical and human resources to assess hydropower projects.

5.6 Forestry Activities

The fee for processing an application for forestry activities – Forest Management Unit- is **Nu. 2.00** (two ngultrum) **per acre**. The operation of the Forest Management Unit has a lot of implications on the environment, for instance, aesthetics, watershed, biodiversity and other associated impacts.

5.7 Urban Activities

The fee for processing an application for urban activities – construction of commercial and residential buildings- in urban areas is **Nu. 1,000.00** (one thousand ngultrum) since there is already a system in existence for charging some form of fees.

5.8 Tourism Activities

The fee for processing an application for construction of hotels and resorts is **Nu. 5,000.00 per activity**. This activity involves land use change, impacting on the environment, mostly during construction, operation and decommissioning.

5.9 Others

For other activities which do not fall onto the aforementioned lists, a flat fee of **Nu. 2, 000.00 per activity** will be applicable.

5.10 Renewal

The fee for processing an application for all renewal of the environmental clearances is **20 percent** of the initial processing fee irrespective of activities. This cost is inclusive of compliance monitoring that NECS is required to conduct on an annual basis, surprise checks to ensure better compliance and also mandatory site visit prior to renewal of the EC.



6. Summary of Fee Structure

Sl. no	Activity	Fees	Remarks
1	Roads (Private access roads, power tiller roads, farm roads, district roads, national highways, forest roads, feeder roads, urban roads)	Nu. 2 per meter + Application Fee	Should include all types of roads
2	Power Transmission and Distribution Lines	Nu. 2 per meter + Application Fee	
3	Mines and Quarries	Nu.1300.00 per acre + Application Fee	
4	Cottage Industries	Nu. 500.00 + Application Fee	
5	Small Industries	Nu. 2,000.00 + Application Fee	
6	Medium Industries	Nu. 30,000.00 + Application Fee	
7	Large Industries	Nu. 50,000.00 + Application Fee	
8	Hydropower	Nu. 1,000.00 per Mega Watt + Application Fee	
9	Forest Management Unit	Nu. 2.00 per acre + Application Fee	
10	Urban Activities	Nu. 1,000.00 per activity + Application Fee	Construction of commercial and residential buildings in urban areas
11	Tourism Activities	Nu. 5,000.00 + Application Fee	Includes hotels and resorts



12	Others	Nu. 2,000.00 + Application Fee	Include all activities which do not fall in the aforementioned list, such as construction of sub-stations, Mobile Towers, of BHUs, Schools, etc.
13	Renewal	20 % of the initial Fee	

7. Mechanism for Implementation

The CAs will have to enforce and implement the fee structure for delegated activities as per Annex II of the RECOP. The NECS will levy charges on activities not covered by the CAs.

7.1 Procedure for collection and deposit into RGR account:

7.1.1 Upon receipt of the application by Competent Authority (CA), the fees shall be deposited to the Accounts/Revenue Section, who shall issue the Revenue Money Receipt (RMR).

7.1.2 Only upon production of the RMR, the assessing official shall accept the application for assessment.

7.1.3 The collection shall be deposited into the bank latest by the next working day vide the prescribed Revenue Deposit Challans failing which 24% p.a. penalty on the dealing accounts personal will be imposed.

7.1.4 The monthly reports shall be submitted to the concerned RRCO by the 10th of the following month.

7.2 Refund of fees

7.2.1 Any case of refund due to excess/erroneous collection shall have to be routed through DRC.

7.2.2 A written application for refund shall be submitted to the concerned CA along with the original copy of the Revenue Money Receipt. The verified documents shall then be forwarded to DRC through the respective RRCOs by the CA.

7.3 Budget Provision

7.3.1 Budget will be provided to NECS to the maximum extent of the revenues collected by NECS.

7.3.2 The budget appropriation shall be used only for the environment assessment purposes.

7.3.3 No re-appropriation shall be allowed to other programs.



7.3.4 Any unspent amount shall lapse at the end of the financial year.

7.4 Honorarium

Members to the Environment Assessment Advisory Board, who are civil servants, shall not be eligible to honorarium

8. Conclusion

The fee should be levied together with the application fee prior to the acknowledgement of the application. The application must be acknowledged only once the fee has been paid by the applicant. Renewal fee for the existing activities should be charged based on the initial fee the applicant has/would have paid (for on-going projects).

The NECS and all CAs shall start charging the fees. Therefore, it is important to ensure that the fee imposed is practical and easy enough to maintain consistency and transparency. Both NECS and the CAs must record issues, problems, or suggestions for improvement of the fee structure. The CAs must submit their views on the fee structure to the NECS, annually.

Finally, the services rendered by the NECS and CAs will have to be improved and the list should be amended based on the experiences gained during implementation and enforcement.



Annexure V: Detailed Implementation Plan Format

SI No	Specify terms and conditions of the EC	Activities/actions that will be undertaken to implement the terms and conditions	Time frame required	Responsible person/department



Annexure VI: Self-Monitoring/Compliance Report Format

1. General Information

- 1.1. Name of the activity (including nature/type of the project)
.....
- 1.2. Address.....
- 1.3. Location (including survey No./Plot No and project area, if applicable).....
- 1.4. Environmental Focal Person & Contact details.....
- 1.5. Number of employees (regular/casual, national and non-national):.....
- 1.6. Year of Commencement.....
- 1.7. EC reference No. and its validity.....
- 1.8. Date of reporting.....

2. Description of the compliance to EC terms and conditions

Sl No	Terms and Condition of the EC	Action/activities undertaken/implemented to achieve compliance including evidence, wherever applicable	Remarks

3. Any other initiatives undertaken other than stipulated in the EC

.....

.....

.....

.....



4. Emission/discharge test, if applicable

Sl No	Parameters as in Environmental Standards, 2010					Emission test result carried out by the project proponent (Attach the test report)					Date and time of monitoring. Specify methodology of test	Remarks
	Industrial effluent discharge	Ambient air quality	Industrial emissions	Work place emission	Noise level	Industrial effluent discharge	Ambient air quality	Industrial emissions	Work place emission	Noise level		
1												
2												
3												
4												
5												

5. Details of attachment (Documents that needs to be attached while providing information as required under point number 2, 3 and 4).....

.....

.....

.....

.....

.....

Reported by:

(Signature)
Name:
Designation:
Company:



Annexure VII: Environmental Clearance Service Delivery Feedback Form

Please fill out this brief feedback form to help us improve our environmental clearance service delivery

A. Please tell us the date and location of your visit:

Date:.....

Location:.....

Name and contact details (optional):

B. Please tick your satisfaction level against the following statement using the rating scale as below: 1.Poor 2.Average 3. Good 4.Very good 5. Excellent

Areas to rate		1	2	3	4	5
Overall service delivery	Your experience on the quality of our service delivery					
	<i>If rated poor and average, provide reasons and suggestions</i>					
Application process	Our application documents are easily accessible (or made readily available when requested)					
	Our application form suits your proposal					
	<i>If rated poor and average, provide reasons and suggestions</i>					
Staff's conduct	Our staffs are approachable and friendly					
	Our staffs are available to guide and facilitate the application process					
	<i>If rated poor and average, provide reasons and suggestions</i>					

C. Any other suggestions on how we can improve our services?

.....

Thank you for availing our service and for your valuable feedback



Annexure VIII: Frequently Asked Questions (FAQ)

1. What is the Environment Assessment process?

All procedures required under Bhutanese law to identify means to ensure that the activities of a project are managed in an environmentally sound and sustainable way.

2. What is an Environmental Clearance (EC), who issues EC and how long is it issued for?

EC means the decision issued in writing by the National Environment Commission Secretariat (NECS) or the Competent Authorities (CAs), to let a project proceed, which includes terms and conditions to ensure that the project is managed in an environmentally sound and sustainable way. EC is issued by either NECS or CAs based on the 'Classification of projects/categorization of projects into color-coded categories 2020.'

The EC is issued for a maximum of 5 years. However, shorter EC periods are also accorded based on the complexity and nature of the projects.

3. How do I know if my activity requires an EC?

Activities/projects are categorized into three color-coded categories as per the 'Classification of projects/categorization of projects into color-coded categories, 2020'. Activities falling in the green category do not require EC, those falling in the blue category will be subjected to Initial Environmental Examination (IEE) level of assessment, and activities falling in the red category will be subjected to Environmental Impact Assessment (EIA) level of assessment. Any activity not falling in any of the categories will be subjected to IEE level of assessment. For activities requiring EIA, Terms of Reference need to be endorsed by the NECS.

4. How do I prepare my application for EC?

You can refer to the IEE or Environmental Assessment (EA) form. For guidance, refer to Environmental Assessment Guidelines, Environmental Codes of Practices, Environmental Standards, templates, guides, SOPs, and any other EA documents developed by NECS.

5. Where do I submit my application for initial EC/renewal and what are the prerequisites for my application?

You can apply to relevant CAs depending on your activity (refer to Classification of projects/categorization of projects into color-coded categories, 2020). For activities under NECS' authority, you can apply through relevant CAs.

For new applications for EC, the following are required:

- Duly filled applicable IEE form/EA form/EIA report.
- Carry out public consultation in line with Chapter VI of the Regulation for Environmental Clearance of Projects 2016 and submit records of public consultation signed by the members of the concerned local authority present during the public consultation.
- Written consent from an individual or juristic person if activity has direct impact on a property authenticated by the concerned local authority.
- Water abstraction permits from concerned local authorities, if there is any water abstraction activity.
- Forwarding letter from the concerned CA.
- Pay an applicable application fee (Refer to Fee Schedule to cover the cost of administering Environmental Assessment Act, 2000) to the Revenue agency and submit a copy of the Revenue Money Receipt (RMR).

For renewal applications for EC, the following are required:



- Application with a copy of EC.
- Compliance report.
- Forwarding letter from the concerned CA.
- Pay an applicable renewal fee (Refer to Fee Schedule to cover the cost of administering Environmental Assessment Act, 2000) to the Revenue agency and submit a copy of the Revenue Money Receipt (RMR).

6. How long does it take to get EC?

The time limits are in line with Applicable Time Limits of the Regulation for Environmental Clearance of Projects 2016. However, it depends on the submission of correct and complete information.

7. What If I don't submit clarification/additional information/other requirements as required?

For blue category projects (IEE level of assessment), the applicant must submit required clarification/additional information/other requirements within 3 months from the date of request for additional information. For projects undergoing EIA studies (red category), the duration for submitting clarification/additional information/other requirements is one year from the date of request for additional information. If you fail to provide the clarification/additional information/other requirements within the deadline, the application shall be treated as cancelled without any compensation or refund of any fee.

8. Where can I check the status of my EC application and how do I follow up my application?

Click the 'check your application status here' under the Environmental Clearance Services tab of the NECS website and insert the application status number to view the application status. You may also contact the relevant EC issuing authority for any follow up and clarification.

9. What are the obligations after I receive the EC?

- Adhere to the requirements under other laws.
- Prepare and submit Detailed Implementation Plan after 3 months of EC issuance.
- Carry out self-monitoring to ensure compliance to EC terms and conditions, Environmental Standards 2020, and other environmental norms.
- Submit monitoring reports as stipulated in the EC terms and conditions.
- Apply for renewal at least three months prior to the expiry of EC.
- Prior approval must be sought should there be modification (as described under section 26 of the RECOP 2016).

10. What are penalties/sanctions if I fail to comply with the EC terms and conditions?

Applicable fine will be imposed for late renewal of EC. For other non-compliances, appropriate administrative sanctions/penalty/revocation of EC/shut down the activity without compensation will be imposed in line with the NEPA 2007, EA Act, 2000 and RECOP 2016 depending on the magnitude, frequency and severity of offence.

