



## REQUEST FOR EXPRESSION OF INTEREST (REOI)

### Central Environment Authority

#### Hiring of an Individual Consultant for Preparation of a Guidebook for EIA/IEE Report Preparers



CONTRACT NO: CEA/AD/Proc/RE/42/2022

1. The proposed consultancy services required for Preparation of a Guidebook for EIA/IEE Report Preparers Objective/s of the assignment are as follows;
  - The objective of this consultancy is to prepare a Guidebook for EIA report preparers / consultants for the effective implementation of the EIA process in the sense of improving the quality of the IEE / EIA reports to facilitate timely and correct decision making.
2. CEA invites eligible individuals with proven experience in Environmental Science.  
**Academic Qualification:** Post Graduate Degree.  
**Professional Qualifications:** As applicable  
  
**Experience:** Minimum 10 years industry experience.
3. Interested individuals should provide following information with sufficient proof of documents indicating that they are qualified to perform the consultancy service according to the given TOR. TOR for the consultancy and other information are attached herewith.
4. An individual will be selected following methods in accordance with the procedures set out in the NPA Consulting Services Guideline 2007.
6. Interested individuals may obtain further information from Mr. I Ravi Kumar, Assistant Director (Procurement), Central Environment Authority, No 104, Denzil Kobbekaduwa Mawatha, Battaramulla. (Telephone No. 0117877277-280 Ex. 448) on office working days from 9:30 am to 3:00 pm.
7. Expression of Interest/ CV must be delivered to the address given below by **10.00 a.m.** on **23<sup>rd</sup> November 2022.**
10. Envelope containing the Expression of Interest should be marked “**Hiring of an Individual Consultant for Preparation of a Guidebook for EIA/IEE Report Preparers**”

Chairman,  
Department Procurement Committee (DPC)  
Central Environment Authority,  
No 104, Denzil Kobbekaduwa Mawatha,  
Battaramulla.

09<sup>th</sup> October 2021

**TERMS OF REFERENCE – INDIVIDUAL CONTRACT FOR AN EXPERT  
FOR EIA UNIT / CENTRAL ENVIRONMENTAL AUTHORITY (CEA)  
FOR PREPARATION OF A GUIDEBOOK FOR EIA/IEE REPORT  
PREPARERS / CONSULTANTS**

Title : Preparation of Guidebook for EIA/IEE report preparers  
Report to : Director General / Central Environmental Authority

**1. Purpose**

The Terms of Reference has been developed to obtain services from an Expert on Environmental Impact Assessment (EIA) / Initial Environmental Examination (IEE) for preparation of a Guidebook for EIA / IEE report preparers / consultants.

**2. Background**

As per the provisions of the National Environmental Act, carrying out the EIA process for development project is a major regulatory and planning tool utilized by the CEA for sustainable use and management of natural resources of Sri Lanka.

With the publishing of the Gazette Extra Ordinary No. 772/22 dated 24<sup>th</sup> July 1993 the CEA, as well as the other Project Approving Agencies have implemented the EIA process prior to granting environmental approvals for development projects. During the past, in many instances it had been revealed that the quality of EIA /IEE reports submitted to proceed with the EIA approval process are in unsatisfactory level which in turn cannot facilitate timely and correct decision making. The quality of EIA report is unsatisfactory due to various reasons such as lack of data and difficulties in obtaining available data, time and financial constraints, lack of proper guidelines for EIA/IEE report preparers etc. However, it appears that the most prominent reason for shortcomings in the EIA process is the lack of a proper guideline for EIA / IEE report preparers which is a crucial point to be considered.

As such the EIA unit of the CEA has decided to prepare a Guidebook for EIA / IEE report preparers in the Action Plan of 2022. It is expected that this Guidebook will help to avoid many issues as described above.

**3. Objectives of the Consultancy**

The objective of this consultancy is to prepare a Guidebook for EIA report preparers / consultants for the effective implementation of the EIA process in the sense of improving the quality of the IEE / EIA reports to facilitate timely and correct decision making.

**4. Scope work**

The expert shall be responsible

- i. To complete the assigned tasks within the given period of time
- ii. To prepare the guidebook paying attention to following aspects/issues that need to be overcome by the EIA report preparers during the EIA / IEE report preparation.
  - a) Compliance of EIA / IEE report with the ToR.
  - b) Identification / selection of a proper methodology for impact assessment and prioritization of impacts.
  - c) Guidance to provide practical and implementable mitigation measures in consultation with the PP for prioritized impacts.
  - d) Guidance for preparation of a conceptual EMP for the EIA report which can be improved further prior to commencing the project activities.
  - e) Guidance for overall concise EIA / IEE user friendly report preparation, avoiding preparation of bulky reports.

- iii. Special attention should be paid to;
  - Guidance for a proper alternative analysis
  - Connectivity between each Chapters of the report
  - Presenting information in analytical way clearly indicating source of information
  - Identification of roles and responsibilities of EIA team leader and each subject experts in the EIA team
  - Consultation with line agencies and stakeholders to resolve issues /matters.
  - Guidance for the use of the contents/data/information from previous EIA/IEE reports if required.
- iv. The consultant is free to decide the methodology to be adopted for preparation of the Guidebook.
- v. Any additional information where necessary can be incorporated to this exercise.

**5. Report & schedule of deliverables and criteria of payments**

	<b>Action / delivery</b>
i.	Preliminary report on work schedule and methodology need to be presented upon receipt of the letter of award.
ii.	Submission of draft Guidebook
iii.	Awareness programme / presentation of draft Guidebook to the relevant stakeholders
iv.	Submission of draft of final Guidebook
v.	Submission of the final Guidebook (5 hard copies & soft copy of the Guidebook should be submitted to the CEA).

**Criteria for payments**

	<b>Payment Criteria</b>	<b>% of the Total Payment</b>
i.	Submission of draft Guidebook to the CEA	25%
ii.	Awareness program / presentation of draft Guidebook to the relevant stakeholders	50%
iii.	Submission of Final copy of Guidebook	25%

**6. Duration**

Estimated duration of the assignment is 05 months from the date of acceptance of the work by the expert and to the date of submission of Guidebook to the CEA.

**7. Specifications of the expert**

The expert should possessed Post Graduate Degree in the field of Environmental Science and have minimum 10 years experience in administrative process of Environmental Impact Assessment.

**8. Method of Hiring**

The suitable expert will be hired on an individual contract basis.