

BASIC ASSESSMENT CHECKLIST

Instructions for Reviewing Basic Assessment Reports:	
Step ①	Briefly overview the reports to understand how it is organised and to determine the completeness of the information provided.
Step ②	Consider whether each Review Question, is relevant to the specific project. If so enter "Yes" in Column 3.
Step ③	<p>If a Review Question is identified as relevant, review the Basic Assessment report in more detail and decide whether the information provided is sufficient for decision-making. If it is complete enter "Yes" or if is incomplete enter "No" in Column 4.</p> <p>Factors to consider include:</p> <ul style="list-style-type: none"> • The legal provisions that apply and the factors that the decision maker is required to take into account in the consent process for the project; • The scale and complexity of the project and the sensitivity of the receiving environment; • Whether the environmental issues raised by the project are high profile; and • The views of the public and consultees about the project and the degree of controversy.
Step ④	If the answer to a Review Question is "No" consider what outstanding information is required and note this in Column 4. The reviewer may also wish to make any suggestions on where or how the information could be obtained

SECTION 1 – PROJECT DETAILS	
1.1	Project Reference No
1.2	Project Title
1.3	Project Location
1.4	Project Co-ordinates
1.5	Property Description (Farm Portion and ownership)
1.6	Applicant:
1.7	Environmental Assessment Practitioner (EAP):

No.	Review Question	Relevant?	Adequately addressed?	Further information
SECTION 2 – ACTIVITY DESCRIPTION				
The Objectives and Physical Characteristics of the Project				
2.1	Is the need for and objectives of the project explained?			
SECTION 3 – ALTERNATIVES				
3.1	Is the process by which the Project was developed described and are alternatives considered during this process described especially if the proposed project has a large negative impact on the affected communities or the water and forest resources?			
SECTION 4 – ACTIVITY POSITION				
4.1	Is the location of each Project component identified, using maps, plans and diagrams as necessary?			

No.	Review Question	Relevant?	Adequately addressed?	Further information
SECTION 5 – PRODUCTION PROCESSES AND RESOURCES USED				
5.1	Are the types and quantities of raw materials especially water consumption needed for construction and operation discussed?			
5.2	Are the environmental implications of the sourcing of raw materials especially water use discussed?			
5.3	Are the methods for collecting, storing, treating, transporting and finally disposing of the wastes described (including spoil material)?			
5.4	Is the potential for resource recovery from wastes and residues discussed? (including re-use, recycling or energy recovery from solid waste and liquid effluents)			
SECTION 6 – APPLICABLE LEGISLATION, POLICIES AND/OR GUIDELINES				
6.1	Have all the legislation, policies and guidelines applicable to the project been identified?			
SECTION 7 – SITE / AREA DESCRIPTION (RECEIVING ENVIRONMENT)				
7.1	Geology and groundwater			
7.2	Aquatic environment (types of water resources, present state, characteristics)			
SECTION 8 – SPECIALIST STUDIES				
8.1	Are the requisite specialist included? Studies may include: <ul style="list-style-type: none"> ○ Wetland ○ Aquatic ○ Delineation (riparian area and/or wetlands) ○ Geology and geohydrological ○ Agricultural potential ○ Socio-economic 			
SECTION 9 – PUBLIC PARTICIPATION				
9.1	Have the steps that were taken to notify potentially interested and affected parties been explained?			
9.2	Has a list of registered interested and affected parties been provided?			
9.3	Has a summary of the issues raised by interested and affected parties, the date of receipt of and the response of the EAP to those issues been provided?			
SECTION 10 – IMPACT ASSESSMENT				
10.a	Is a description of the manner in which the receiving environment will be affected provided, in terms of the following features:			
b	Geology and groundwater			
c	Aquatic environment (impact to characteristics; availability of water)			
10.2	Are direct effects on the hydrology and water features described and where appropriate quantified?			
10.3	Are direct effects on threatened forest ecosystems provided in terms of:			

No.	Review Question	Relevant?	Adequately addressed?	Further information
	<ul style="list-style-type: none"> ○ Status – critically endangered, endangered and vulnerable ○ Habitat loss Ecosystem degradation & loss of integrity / loss of habitat quality Priority areas for meeting explicit biodiversity targets 			
SECTION 11 – MITIGATION MEASURES				
11.1	Where there are significant adverse effects on any aspect of the environment, especially the water resource, is the potential for mitigation of these effects discussed?			
11.2	Are all measures, which the applicant proposes to implement to mitigate effects clearly described and their effects on the magnitude and significance of impacts, clearly explained?			
11.3	Are arrangements proposed to monitor and manage residual impacts?			
11.4	Are there any issues on mitigation measures not addressed in checklist and further information is required before a decision can be taken?			
SECTION 12 – DWA SPECIFIC REQUIREMENTS				
NEED FOR WATER USE AUTHORISATION				
12.1	Does the activity require authorisation for a water use in terms of the National Water Act (No. 36 of 1998)?			
12.2	If the activity entails a water use, is proof attached that an application was submitted to DWA?			
12.3	Was a Reserve Determination undertaken?			

OVERALL APPRAISAL OF THE BASIC ASSESSMENT REPORT

Comment:
