



ENVIRONMENT PROTECTION AGENCY – SIERRA LEONE

Protecting our Environment for a better Future

Environmental Impact Assessment

Service	Requirements	Service charge	Timeline
Application & Screening	Submit completed forms, project proposals and perimeter coordinates of concession area to Agency.	Le 200,000.00 (proponent is required to submit to the Agency the signed credit advice from the bank as proof of payment)	1-7 days
Review of Scoping report	Submission of scoping report by proponent (Mandatory for all project categories)	No service charge	Class A category 1-2 weeks Class B category 1-7 days Class C category 1-3 days
Public disclosure	Submission of Environmental and Social Impact Assessment report (EISHA) to include <ul style="list-style-type: none"> ➤ Notices in 2 widely read newspapers and ➤ Publish in 2 issues of the Gazette ➤ Display reports at Environment Protection Agency, National Library and other points 	No service charge – but EPA participation cost to be borne by proponent All EISHA studies must be submitted to the Agency within 3 months upon completion of the scoping stage.	Mandatory for class A and B - projects. 1 week to 1 month 7 days interval between publications Class C: 1 week

Environmental and Social Impact Assessment report review and approval	<ul style="list-style-type: none"> ➤ Submission of public disclosure report (hard & soft copies) ➤ Board reviews ESHIA report ➤ Notification letter to proponent on Board's decision 	No service charge	Class A & B category – within 12 weeks. Class C category - within 6 weeks
Issuance of Environmental Impact Assessment License with Terms and Conditions	<ul style="list-style-type: none"> ➤ Fee computation with Proponent or representative ➤ Invoice provided for License fees and monitoring fees and payment done within 2 weeks ➤ Proponent must submit signed credit advice to Agency prior to issuance of license 	<u>Project Category</u> Class A, B & C: Fee applicable. Please contact the Agency for more details	<ul style="list-style-type: none"> ➤ Computation of fees - 1 day ➤ Submission of signed credit advice – within 2 weeks
Monitoring and Inspection	<ul style="list-style-type: none"> ➤ All projects required to acquire an EIS License. ➤ Agency shall conduct quarterly monitoring to all EIA License projects. ➤ Agency shall conduct annual Environmental audit on proponent's operations ➤ Quarterly reports and audit reports to be submitted by proponent to Agency. ➤ Review of reports: Quarterly and Annual. 	Cost included in EIA Fees	Quarterly and spot checks <ul style="list-style-type: none"> ➤ Proponent to submit quarterly report 1 week prior to end of quarter. ➤ Audit (annual) reports must be submitted to Agency not later than 2 week prior to expiration of EIA License. ➤ Review of audit reports to be done within 1 week upon receipt by the Agency. ➤ Review of quarterly reports to be done within 3 days upon receipt by the Agency
Renewal of License	<ul style="list-style-type: none"> ➤ Application for renewal, timely submission of quarterly and annual reports 	Based on environmental footprints and compliance with terms and conditions, management plans.	EIA license renewal process must commence 3 months prior to expiration

Environmental Information, Education and Awareness

Access to general Information about the EPA	Any member of the public may approach the Agency for information that is of a public nature and must relate to the work of the Agency. Members of the public may request information through the following: <ul style="list-style-type: none"> ➤ Visit any of our offices and ask for the IEC department. Telephone: +232 88542660	Charges may apply, eg, printing and/or photocopying of large documents.	1 – 3 working days depending on nature of information requested.
Public Complaints/Concerns	You can contact the Agency via any of the following: <ul style="list-style-type: none"> ➤ Letter to the Executive Chairman of the Agency Telephone contact: +232 88542660 <ul style="list-style-type: none"> ➤ Visit the head office or any of our regional offices in Kono, Kenema, Bo and Makeni 	All complaints received by the Agency are subject to verification	1 to 7 days depending on accessibility of location that is the subject of the complaint. Note: All complaints must relate to an actual or potential environmental threat.

Contacts

The Executive Chairperson, Environment Protection Agency – Sierra Leone, Ministry of The Environment, 92 Dundas Street, Freetown Tel: +232 88542660 +232 76 787 521 +232 76137440 +232 76897169	Regional Manager, Bo Regional Office, 40 Bo – Taima Highway, Bo. Tel: +232 76 617167 +232 79 162331	Regional Manager, No. 2 Ngandi Fanie Street, Koidu Tel: +232 76 599110 +232 78 290890 +232 76727744 OR No. 4 Kondebotehun Road by IDA Kenema	Regional Manager, Makeni Regional Office, Northern Region, 64 Stocco Road Kamathor Makeni Tel: +232 76619835 +232 76 661 661 +232 78803102
Website	www.epa.gov.sl		
Social Media	WhatsApp: +232 88542660 Facebook: Environment Protection Agency Sierra Leone YouTube: Environment Protection Agency Sierra Leone Twitter: @protectionleone v		