

## **INSTRUCTIONS ON THE PREPARATION AND SUBMISSION OF THE IEE CHECKLIST**

This section discusses how the project proponent will fill-up and answers the various questions and information stated in the checklist. Likewise this section will also inform the project proponent the permit requirements to be attached to the checklist, where to submit and process such application and the timeframe for DENR processing.

### **A. Contents of the IEE Checklist**

The IEE Checklist is a simplified form designed to assist proponent's transmission lines project/s in complying with the EIS system. The IEE Checklist, to be accomplished and submitted before undertaking a project, consists of a series of questions that deals with issues and concerns about the proposed project and its environment. The questions will also provide the proponents with information on environmental impacts, both positive and negative, which will be caused by the proposed project. The IEE Checklist has to be submitted by all government and private sector proponents applying for an ECC covering the abovementioned projects. The information contained herein will serve as a basis for the review and assessment of the EMB Regional Office for the issuance and/or denial of the ECC.

The IEE Checklist is divided into four (4) major sections:

- **Section A:** consists of the general information regarding the proponent;
- **Section B:** description of project, plan/design components and activities during the development and operation phase;
- **Section C:** consists of the information regarding the description of the existing environmental condition where the road or bridge will be located – the physical biological, socio-cultural and economic environment;
- **Section D:** consists of the listing of possible potential impacts that may occur in the various stages of the project establishment and operation; corresponding mitigation and enhancement measures to prevent the occurrence of adverse impacts and strengthen the positive effects of the project;
- **Section E:** provides the commitment of the proponent
- **Section F:** contains required attachments

## **B. Instructions on the Preparation of the IEE Checklist**

1. The IEE Checklist can be prepared by the proponent or any of his/her authorized representative e.g. EMB Memorandum Circular No. 04, Series of 1998 (17 August 1998). The proponent's signature in the report shall be sufficient. The proponent may seek the help of the DENR personnel by clarifying questions in the IEE Checklist.
2. To use the Checklist, the proponent may put a check (✓) mark in the appropriate box. If your answer does not fall in any of the pre-determined responses, check (✓) OTHERS and indicate your specific answer in the blank space provided or use additional sheets as necessary. If some questions are not applicable to your project, write N/A on the blank space or column
3. To facilitate and assist the proponent in answering Section D of this checklist, a menu is provided to serve as a guide and reference. However, it should be noted that this only serves as a menu checklist hence, proponents are highly encouraged to identify additional impacts and mitigation/enhancement measures other than those provided in the menu

The proponent may put a check (✓) to the columns of Y or N on the pre-determined and identified Mitigation/Enhancement measures column. The proponent may choose the mitigating measures appropriate to the impacts identified for the proposed project.

4. For the section on Attachment write a check mark (✓) on the title or description of the document to be submitted. The listed documents are MUST requirements and should be submitted. Otherwise, the application will not accepted.
5. Answers to the questions are not be strictly confined to the pre-determined responses. The proponent may elaborate and use as many additional sheet as needed to be able to provide adequate answers to the required information. Maps, pictures, drawings (e.g. charts, tables, diagrams, sketches) and other visual aids is deemed to provide better description of the information provided in the Checklist. These will help EMB in understanding the proposed proeject, and make decision on the application for ECC.

**C. Instructions on the Submission of the IEE Checklist**

6. Upon completion of the IEE checklist, the project proponent shall submit one (1) set of the Checklist at the EIA Section of the EMB Regional Office, EIA Section where the project is to be located. A duly accomplished Procedural Screening Form shall accompany the IEE Checklist submission.
7. Upon the presentation/submission of the Checklist, the Screening Officer shall immediately determine its completeness and conformance with the DENR prescribed requirements. Immediate determination shall mean completion of the Procedural Review within the same day of IEE checklist submission.
8. The Screening Officer shall indicate, through a check/tick mark under the Yes, No or Not applicable column, the presence or absence of a particular information required.
9. The determination of the completeness of the IEE Checklist will be based on the sufficiency of responses to all questions or checklist and information provided in the matrix.
10. If the IEE Checklist is complete, it will be formally accepted. The proponent will be furnished a copy of the accomplished procedural form duly signed by the Screening Officer.
11. If the Checklist is incomplete, it shall be immediately returned to the proponent for revision or submission of the missing requirement/information. The reason for non-acceptance shall be stated in writing at the appropriate place in the form.
12. If the IEE Checklist has complied with all the DENR prescribed requirements, the proponent shall submit 3 copies of the documents to EIA Section of the concerned EMB Regional Office.  
  
The proponent shall pay the amount of P3,000.00 at the Cashier Section of concerned EMB Regional Office upon submitting the required number of copies at the Record Section of the same office.
13. All IEE Checklist not going following the said standard procedures shall not be considered as valid applications and therefore, shall not be used as a basis for recommendation on the issuance or denial of the ECC.

14. The project proponent or his duly recognized representative shall be the one who will follow-up the said application to respective EMB Regional Office. The processing time including the issuance and/or denial of the ECC will take a maximum of 30 days.
  
14. The EIA Section of the EMB Regional Office, in the course of substantial review, may conduct site visits or ocular inspections in coordination with the project proponent
  
15. If the EMB finds that the IEE Checklist Report has substantially addressed all the significant impacts and relevant issues by way of mitigation and enhancement measures, it shall recommend the issuance of the ECC. The EMB Regional Office will call for a technical Conference to explain to the project proponent the relevance of the ECC and the various conditions stated therein for compliance by the project proponent.

**INITIAL ENVIRONMENTAL EXAMINATION (IEE)  
CHECKLIST REPORT  
FOR POWER TRANSMISSION LINES  
AND SUBSTATION**

**A. GENERAL INFORMATION:**

1.1 Project Name/Title \_\_\_\_\_

1.2 Name of Project Proponent/ : \_\_\_\_\_

Contact Person/Designation : \_\_\_\_\_

Address : \_\_\_\_\_

(complete address street/sitio/ barangay,  
city/municipality, province)

Telephone/Fax No: : \_\_\_\_\_

E-mail : \_\_\_\_\_

1.3 Project Location : \_\_\_\_\_

(complete address street, sitio, barangay, city/municipality, province)

*(Attach location map with important landmarks and access points indicated as Annex 1)*

1.4. Project Objectives :

Proposed  Existing

Expansion

Rehabilitation

Area

Demolition & Put up

Additional facilities

Specify \_\_\_\_\_

Purpose :

Office building

residential building

office/residential building

others: \_\_\_\_\_

1.5 Total Cost (civil works and equipment): P\_\_\_\_\_ (range)

Environmental Cost : \_\_\_\_\_

Mode of Project Financing

Self-Financed

Bank Loan

Government Financing

Others \_\_\_\_\_

1.6 Project Ownership :

Single Proprietorship

Corporation

Partnership/Joint Venture

Cooperative

Others, please specify \_\_\_\_\_

1.7 List of Owners (For Partnership/Corporation)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**B. PROJECT DESCRIPTION**

1 Transmission Line (T/L)

1.1 Describe the general location of the project.

Developed Area (within a built-up area with presence of utility systems or network, especially water supply, roads and power supply)

Underdeveloped Area (relatively far from the urban center with predominant absence of utility system)

[Provide vicinity map (drawn to scale) indicating land uses as well as existing facilities and utilities within T/L ROW as **Annex 2**]

1.2 Project Specifications:

Voltage Rating: \_\_\_\_\_ kV

1.3 Type of Transmission Line

Single Circuit others, specify \_\_\_\_\_  
Double Circuit

1.4 Land Use Classification (based on existing land use or approved land use plan of the city or municipality)

Agricultural	<b>Tourism</b>	<b>Others, specify</b>
Industrial	<b>Forest Land</b>	_____
Commercial	<b>Open spaces</b>	
Residential	<b>Institutional</b>	

1.5 Total Length of Transmission Line: \_\_\_\_\_

1.6 Width of T/L Right of Way:

69 kV	<u>15 m</u>
138 kV	<u>30 m</u>
230 kV	<u>40 m</u>
350 kV	<u>50 m</u>
500 kV	<u>60 m</u>

Others, specify \_\_\_\_\_

1.7 Type of Line Supports:

Poles	Wood	Concrete
	Steel	

Steel Towers	Flexible	Tension
	Suspension	

1.8 Total Number of Supports: \_\_\_\_\_

1.9 Estimated Length of T/L by Barangay/City/Municipality/Province

(Begin from starting point to end point)



Free Patent No. \_\_\_\_\_  
Homestead Patent No. \_\_\_\_\_  
Owned/Untitiled (Tax Declaration) \_\_\_\_\_  
Stewardship Contract: \_\_\_\_\_  
Lease Contract No. \_\_\_\_\_  
Others, specify: \_\_\_\_\_

- 2.2 Describe the general location of the project.  
Developed Area (within a built-up area with presence of utility systems or network, especially water supply, roads and power supply)  
Underdeveloped Area (relatively far from the urban center with predominant absence of utility system)

[Provide vicinity map (drawn to scale) indicating land uses as well as existing facilities and utilities within Substation Site as **Annex 3**]

- 2.3 Scheme  
Radial others, specify \_\_\_\_\_  
Ring bus  
One-and-half breaker

2.4 No & Capacity \_\_\_\_\_ MVA

2.5 Voltage: \_\_\_\_\_ (HV/MV/LV) kV

2.6 Switchgear Type:  
Air-insulated Gas insulated Hybrid

2.7 Insulating Medium Power Circuit Breaker  
Mineral oil Gas others, specify \_\_\_\_\_

2.8 Transformer  
Mineral oil Gas other, specify \_\_\_\_\_

2.9 Protection System Description

2.10 Communication Tower, if any?



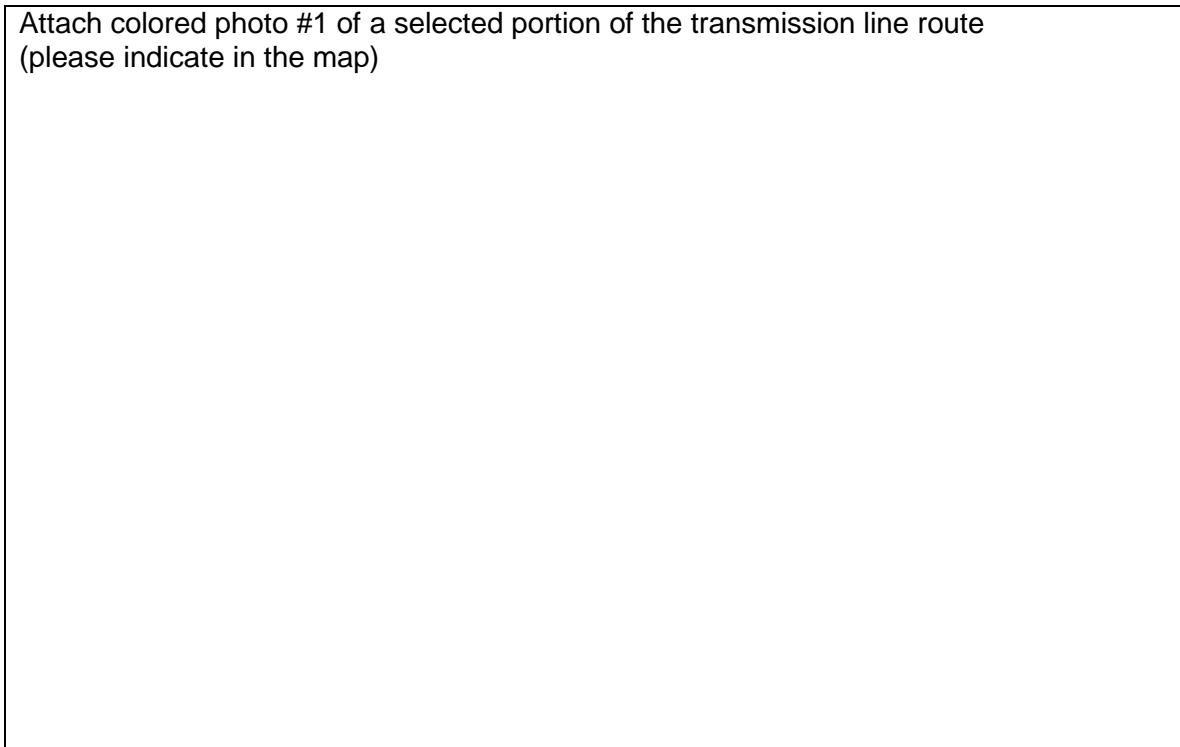
Attach colored photo of starting of starting point of transmission line route  
(north view)

Attach colored photo of starting point of transmission line route  
(south side view)

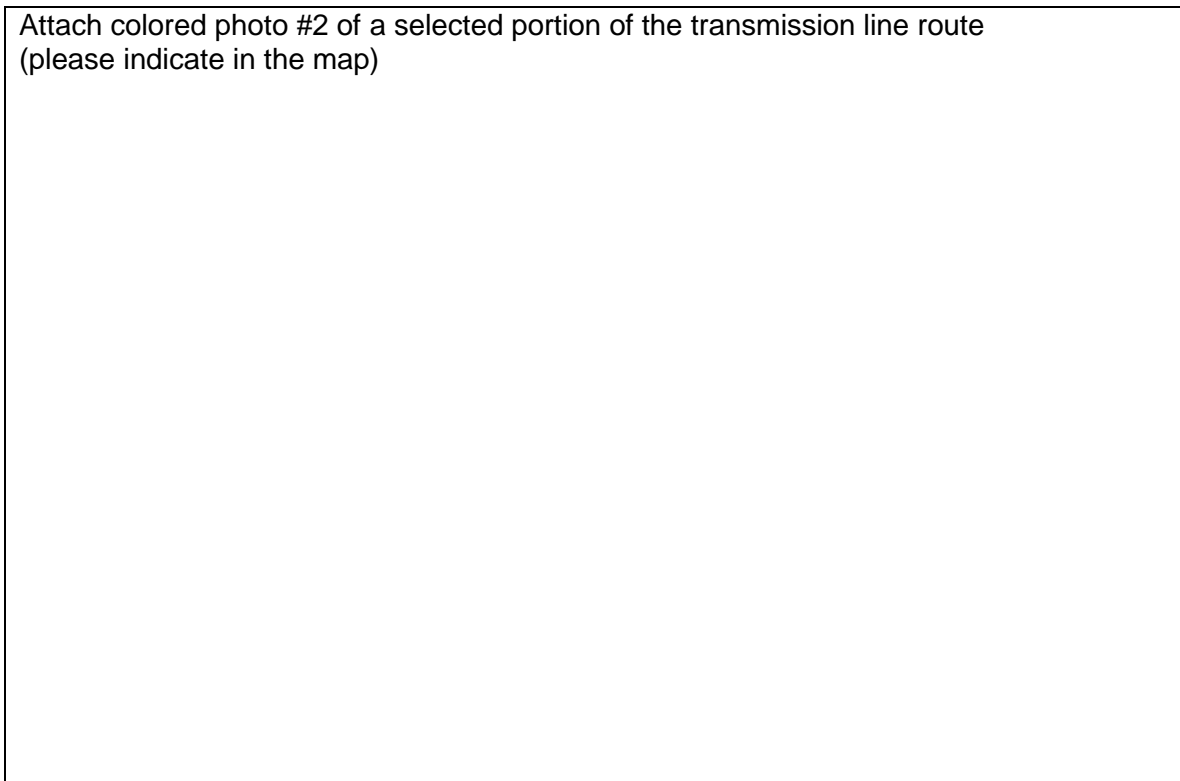
Attach colored photo of end point of transmission line route  
(north side view)

Attach colored photo of end point of transmission line route  
(south side view)

Attach colored photo #1 of a selected portion of the transmission line route  
(please indicate in the map)



Attach colored photo #2 of a selected portion of the transmission line route  
(please indicate in the map)



3. T/L and Substation

3.1 Manpower and Employment [*Provide a listing of manpower requirements as* **Annex 6**]

How many people will be employed by the project?

During the construction period: T/L \_\_\_\_\_ S/S \_\_\_\_\_  
 During the operation and  
 Maintenance period: T/L \_\_\_\_\_ S/S \_\_\_\_\_

3.2 LGU Statements about the Project

[Attach photocopies of LGU statement as **Annex 7**]

3.3 Construction Schedule: [Attach schedule of development activities from pre-construction, construction to the operation phase in a Gantt Chart as **Annex 8**]

**C. DESCRIPTION OF EXISTING ENVIRONMENT**

1. Physical Environment					
Components/Parameters	T/L		S/S		Remarks
	Y	N	Y	N	
What is the elevation range of the route (masl)?  < 100 masl 100 – 300 masl 300 – 500 masl 500 – 1,000 masl 1,000 – 1,500 masl > 1,500 masl [To determine the elevation, refer to the topographic map which shows the elevation per contour line]					
Slope and topography of the route  Is the terrain flat or level (0 – 3% slope)? Gently sloping or undulating (3 – 8% slope)? Undulating to rolling (8 – 18% slope)? Rolling to moderately steep (18 – 30% slope)? Steeply sloping (30 – 50% slope)? Very steep to mountainous (>50% slope)?					(Indicate the area per slope category)
What is the general geology of the area/route?  Are there indications of landsliding in the tower site?  Are there occurrences of flooding at the site?					If yes, causes of flooding or landslides: Slide prone steep slopes Others _____ Low lying area Poor drainage Others _____

1. Physical Environment					
Components/Parameters	T/L		S/S		Remarks
	Y	N	Y	N	
Soil type of the site: sandy soil? clayey soil? sandy :loan soil?  Is there any indication of erosion occurring along the route?  Generally categorize rate of erosion based on observation:  Slight           :       _____ Moderate       :       _____ Severe           :       _____					Other soil type: _____ _____ _____  If yes, what type of erosion:  Natural, Man-made (specify sources of erosion such as kaingin, logging, etc.)
Does the route traverse part of the drainage area of a river system?  The site affects what river system or water bodies?  <i>. [These must be indicated or shown in the            topographic map]</i>					Please enumerate the river system or water rivers affected  _____ _____ _____

1. Physical Environment					
Components/Parameters	T/L		S/S		Remarks
	Y	N	Y	N	
Are there other natural drainage ways/creeks along the route that drain towards communities downstream?					
Is the area frequently visited by typhoons? When was the last typhoon, which visited the area?					Year _____ Wind speed _____ (kph)
Average number of typhoons per year: _____					
Is there a record of tornadoes/twisters, which occurred in the area?					
What is the nearest earthquake, fault zone or volcano, etc. in the area? Identify the name of zone: _____ Distance _____ (m or km)					
Had there been any incidents such as lightning strikes Near or along the route?					
2. Biological Environment					
Components/Parameters	T/L		S/S		Remarks
	Y	N	Y	N	
Are there existing trees and other types of vegetation along the route? If yes, indicate the forest type/vegetation.					
Are these birds and other forms of wildlife found in the area?					
Are there fishery resources in the water bodies found near or along the route?					
Will the route pass near or across a watershed or forest reservation area? If near only, how near? _____ m or km					
If across, indicate name of the watershed or forest Reservation area.					

If answer is yes to any of the above answers, please list down these species (common or local name) in the table provided below.

**T/L**

<b>Birds and Other Wildlife</b>	<b>Trees and Other Important Vegetation</b>	<b>Fishery Resources</b>
1.		
2.		
3.		
4.		
5.		

**S/S**

<b>Birds and Other Wildlife</b>	<b>Trees and Other Important Vegetation</b>	<b>Fishery Resources</b>
1.		
2.		
3.		
4.		
5.		

What are the existing forest resources within the T/L route that are important to the community?

- Timber
- Fuelwood
- non-timber products, e.g. \_\_\_\_\_
- food plants
- medicinal plants
- wild animals, e.g. \_\_\_\_\_
- minerals, e.g. \_\_\_\_\_
- others, specify \_\_\_\_\_

3. Socio-Cultural and Economic Environment		
Components/Parameters	Total Number	
	T/L	S/S
Are there existing settlements in the project site? If yes, how many households or families? How many are legitimate landowners? How many are tenants? How many are caretakers? How many are squatters?		
What is the total population of the barangays covered by the project? Barangay: 1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____ 8. _____ 9. _____ 10. _____		
Average family size:		
How many of the houses are made of concrete? Made of wood? Made of concrete and wood? Made of brick? Made of adobe?		
Are there ancestral lands or indigenous people communities along the route or within the Project site?  Indicate group: _____		

What are the leading causes of morbidity and mortality in the Province?

Morbidity

Illness/Disease	No. of Incidence	Rate/100,000 population
1.		
2.		
3.		
4.		
5.		



Mortality

Illness/Disease	No. of Incidence	Rate/100,000 population
1.		
2.		
3.		
4.		
5.		

Are there existing local organizations in the area?  Y  N

If yes, please list down these organized groups e.g. associations, cooperatives, etc. below:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Are there social infrastructures within the Project site?  Y  N

If yes, what are these social infrastructures? (Please check)

- |   |   |
|---|---|
| <input type="checkbox"/> schools                | <input type="checkbox"/> health centers/clinics                     |
| <input type="checkbox"/> roads                  | <input type="checkbox"/> communication (radio, TV, mail, newspaper) |
| <input type="checkbox"/> police station/outpost | <input type="checkbox"/> community center                           |
| <input type="checkbox"/> hospitals              | <input type="checkbox"/> transportation                             |
| <input type="checkbox"/> churches/chapels       | <input type="checkbox"/> others _____                               |

**D. IMPACT ASSESSMENT AND MITIGATION**

(to be supplied by NPC c/o Humbelina M. Castro)

Potential Impact	(+) / (-)	S / L	D/In	R/lr	Mitigating/Enhancement Measures
DURING PROJECT CONSTRUCTION					

DURING PROJECT OPERATION					
DURING PROJECT ABANDONMENT					

Legend:      (+) – positive                      (-) - negative  
                   D - Direct                                In- Indirect  
                   S - Short term                      L - long term  
                   R - Reversible                      Ir - Irreversible

<b>E. PROPONENTS' COMMITMENTS</b> Are you committing yourself to...?	Answer	
	Yes	No
Comply with existing environmental rules and regulations, Guidelines and criteria?		
Implement all mitigation and enhancement measures and environmental management plan that are indicated in the report?		
Abide and conform with the prescribed rules and specifications for Power transmission lines as contained in the Electrical Code of the Philippines?		
Construct, operate and maintain well-designed transmission poles, towers and other related structures?		
Establish adequate buffer zones from the right-of-way of the transmission lines		

Comply with all stipulations indicated in any agreement forged with private or public authorities?		
Report to proper government authorities any illegal forest activities that may be present or happening in the project area?		
Immediately replace/rehabilitate/repair damaged structures/lines resulting from natural or man-made calamities?		
Organize and conduct information, education and communication (IEC) activities on safety and potential hazards of the project in the affected communities?		
Properly brief or orient the proponent's staff about the ECC conditions, commitments and agreements made about the project?		
Others, please specify.		

**F. ATTACHMENTS/ANNEXES**

<b>Title or Description</b>	<b>Put a check ( / ) mark</b>
1. Location Map	
2. Photocopy of TCT/OCT/CLT, etc.	
3. Vicinity Map	
4. Tower/Pole Design Layout	
5. Power Transmission Line Route (1,10:000)	
6. Listing of Manpower Requirements	
7. Photocopies of Agreements/Right-of-Way Grants	
8. GANTT Chart (Schedule of Activities)	
9. Topographic Map (1:10,000)	
10. Clearance from Office of Cultural Communities (if traversing ancestral lands or indigenous people/ communities)	
11. PAWB Clearance (if traversing a Protected Area)	
12. Endorsement of the Municipal or City Provincial Council	

**ACCOUNTABILITY STATEMENT**

This is to certify that all the information and commitments in the Initial Environmental Examination (IEE) Report are true, accurate and complete. Should we learn of any information to the attention of the appropriate EMB DENR Regional Office.

We hereby bind ourselves jointly and solidarily to any penalty that may be imposed arising from any misrepresentation or failure to state material information in this IEE Report.

It witness whereof, we hereby set our hands this \_\_\_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_.

\_\_\_\_\_  
Project Proponent

\_\_\_\_\_  
Title/Designation

**ACKNOWLEDGEMENT**

BEFORE ME this       (day)       of \_\_\_\_\_ 20       at       (place)      , personality appeared       (name)       with Community Tax Certificate No. \_\_\_\_\_ issued on       (date)       at       (place)      , in his/her capacity as       (designation)       at \_\_\_\_\_ and acknowledged to me that this IEE is his voluntary act and deed, and voluntary act and deed of the entity he/she represents. This document which consists of (no) \_\_\_\_\_ pages, including the page of which this acknowledgment is written, is an Initial environmental Examination Report Checklist.

Witness my hand and seal on the place and date above written.

\_\_\_\_\_  
Notary Public

Doc No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_