

ACTIVITY	RESPONSIBILITY AREAS		
	PROPONENT/EIA PREPARER	DENR	STAKEHOLDERS INVITED
1. Request for Project Scoping	Proponent submits letter request for scoping with attached background info/map and list of potential stakeholders to be invited	Receives requests and reviews Project description submitted by Proponent and listing of stakeholders to be invited.	
2. Determination of Number of Scoping Sessions to be held and areas where these will be undertaken	Proponent determines/suggests based on knowledge of the impact areas	Affirms recommendations/ suggestion of proponent	
3. Determination of Stakeholders to be invited	Proponent suggests stakeholders to be invited based on the sectors that would be affected in the defined impact areas	DENR may suggest additional Stakeholders to be invited	
4. Scheduling of Scoping Session(s)	Proponent to recommend dates	DENR to confirm or suggest another Schedule	
5. DENR Representative(s) to attend scoping		DENR identifies persons from EMB or delegates attendance to Regional office(EMPAS) or PENRO/CENRO	
6. Invitation of Stakeholders to the Scoping meeting	Proponent to write letter of invitation together with the project background at least a week before the scoping meeting. Confirmation of attendance also the responsibility of Proponent.		Acknowledge receipt of invitation and confirm attendance to scoping
7. Social Preparation	Proponent to undertake IEC to prospective participants to the scoping to explain the project		
8. Overall Management of the Scoping Meeting	Proponent takes charge of the overall preparation for the scoping activity including venue, logistics, food and transport of participants		
9. Facilitation of Scoping Meeting	Proponent to hire a third party facilitator or assign facilitation to one of the members of the EIA preparers	DENR may opt to handle the facilitation of the scoping meeting	
10. Rules and Procedures to be followed in the Scoping meeting	Facilitator may assist or may do the activity in behalf of DENR (as may be agreed upon)	DENR representative to lay down the rules and procedures for the scoping activity including what it wants to achieve. If not ready, may just add to the ground rule set by the facilitator	
11. Questions on rules, policies and procedures	Facilitator/EIA Preparer to assist DENR, if necessary	To be answered by DENR	Raised questions/ clarifications if rules and procedures are not clear
12. Mediation, in case of conflicts during the scoping meeting		To be handled by DENR	
13. Participation in the Scoping	Present the project description including other details of the project already available. Answer questions relative to project details.	Act as resource person and answer questions related to DENR policies/regulations and procedures	Raise issues/concerns/ impacts which are perceived to affect the project, clarify project details
14. Preparation of Scoping Report	Prepare the entire report including minutes of scoping meeting	DENR Representative(s) to sign scoping report	Sectoral representatives agreed upon during the scoping to sign the scoping report
15. Scoping report review/approval		DENR-EMB review/approved together with EIA representatives	
16. Distribution of Copies of Approved Scoping Report	Proponent to distribute copies of approved scoping report to designated representatives		

<b>SAMPLE MATRIX 1: AGREED UPON ISSUES IMPACT TO BE ADDRESSED BY THER EIA</b>			
<b>ENVIRONMENTAL RESOURCES</b>	<b>ISSUES/IMPACTS</b>		
	<b>PRE-CONSTRUCTION PHASE</b>	<b>OPERATION PHASE</b>	<b>ABANDONMENT PHASE</b>
<b><i>PHYSICAL ENVIRONMENT</i></b>			
1. Air Quality	Increased dust levels		
2. Topography	Modification of landforms		Restoration/ rehabilitation of damaged areas/lands
3. Soils	Soil erosion	Soil erosion and siltation	
4. Surface Water Hydrology	Change in hydrology	Availability of water source	Decommissioning of facilities
5. Surface Water Quality	Pollution of surface water		
6. Noise	Increased noise levels		
7. Land Use	Change in land use		
<b><i>BIOLOGICAL ENVIRONMENT</i></b>			
1. Terrestrial Flora	Loss of natural vegetation	Introduction of exotic grass and other vegetation	
2. Terrestrial Fauna	Disturbance of aquatic fauna		
<b><i>HUMAN (SOCIO-ECONOMIC) ENVIRONMENT</i></b>			
1. Population	Migration of workers	Employment generation, Increase in land values	
2. Employment	Provide employment	Employment generaion	
3. Livelihood	Displacement of livelihood	Increase in livelihood opportunities	
4. Health	Contamination of surface water will cause health problems		
5. Cultural and Historical Value		Erosion of cultural values	

<b>SAMPLE MATRIX 2: AGREED UPON STUDIES TO BE UNDERTAKEN</b>		
<b>STUDY MODULES</b>	<b>SCOPE AND COVERAGE</b>	<b>METHODOLOGY</b>
<b><i>PHYSICAL ENVIRONMENT</i></b>		
1. Geology	Topography/ Geology; Identification of hazards and hazard zoning; Associated risks/impact identification and assessment.	Aerial photo interpretation; Field mapping and review of geologic reports.
2. Soils and Land Use	Characterization of soil types and condition in relation to existing and potential use; Land productivity/suitability; Efficiency of land uses.	Transect soil sampling; Pedological observations; Review of secondary data.
3. Hydrology	Climate/rainfall data analysis; Identification and characterization of surface water sources (rivers/streams), surface water discharges and uses; Flood occurrence.	Identification of watershed and mapping of river systems; Secondary data on climate and rainfall and gauging stations; Surface flow measurements; Interview of water users (can be integrated in the socio-eco study; Water balance study/modelling.
4. Meteorology and Air/Noise Quality	Climate/rainfall data, wind directions, noise and air-pollution (TSP, SO <sub>2</sub> , NO <sub>2</sub> ); Air/noise quality modeling.	Noise meter; High volume air sampler; Secondary meteorological data; Gas bubbler
<b><i>BIOLOGICAL ENVIRONMENT</i></b>		
Flora and Fauna	Vegetation and wildlife characterization in terms of species diversity, distribution abundance, quality, endemicity and ecological/scientific values	Inventory using transect method of flora and fauna; Taxonomic study and secondary data gathering; Ethnobiological investigation
<b><i>SOCIO-ECONOMIC ENVIRONMENT</i></b>		
	Socio-institutional and cultural studies including population, demographic profile, health, education, livelihood and income, women; awareness and perception about the project	Socio-economic survey using structured questionnaire and sampling method; Perception survey using focused-group discussions; Secondary data; Consultation meetings