**ATTACHMENT**

**TEMPLATE FOR GOOD PRACTICE EXAMPLES OF ENVIRONMENTAL ASSESSMENT**

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| **ICAO** **Template for good practice examples of environmental assessment (Draft V1.0)***Note. The italicized text is for guidance only and merely indicates the kind of information that is likely to be of value for users of the ICAO assessment guidance. You do not need to cover all points if some are not applicable to your case study.* |
| Organisation/Company*: (The name of the body that undertook or sponsored this assessment)* |
| Project Title: *(The title of the project being assessed)* | Date of Assessment: |
| ASBU Module Code(s)[[1]](#footnote-1): | State’s Action Plan[[2]](#footnote-2): |
| Project Description: *(Briefly describe the project or proposed operational change to be assessed for its environmental implications; Please when possible, use schematics for illustration.)*  |
| Reason for the environmental assessment: *(Explain why the environmental assessment was undertaken and, if applicable, include any specific regulation, policy, or rule that requires the assessment to be undertaken)* |
| Client or competent Authority: *(Explain which body the assessment will be submitted to for their approval or decision making. Was the assessment internal or public? What audiences is it intended to inform?)* |
| Assessment Approach: *(This section asks for a brief description of your application of the ICAO guidance for each main assessment step. If a step was not undertaken, give a brief explanation of why the step was omitted or is not applicable to this assessment example. Please complete each section individually. In this box you can explain why the ICAO approach to assessment was chosen. If you did not apply the ICAO methodology, please explain how your methodology differed from the ICAO approach.)* |
| Preparatory Work: *(Briefly explain the relevant background activities that have been undertaken to prepare for the assessment. This may include decisions or processes such as, deciding that an environmental assessment is required, identifying the assessment client, gathering base data, deciding on years to be assessed, deciding on assessment methods or standards to be applied. There is no need to cover all possible information, simply provide a sufficient explanation of the reasons why the assessment steps and approach were selected. How did you establish which rules, regulations, or standards applied to the assessment?)* |
| Describe the proposed [operational] change, its purpose and alternatives: *(Explain what will change as a result of the proposal to be assessed – this may repeat the information in the earlier project description. Explain why this project is required and what purpose it serves, and what alternatives have been considered. Information on why these alternatives were rejected is useful but not essential)* |
| Describe the scope and extent of the assessment: *(How was it decided that this assessment was needed – “screening”. Describe the impacts to be assessed, for example, aircraft noise, CO2 or NOx emissions, climate impacts or air quality impacts. Explain the decision making process that determined this scope and the level of detail to be used in the assessment – “scoping”. Also describe any formal processes to consult upon or agree on the scope, for example, via a nominated competent authority if applicable. Explain, for example, if the scope was set using expert judgement or a pre-assessment checks or information gathering. Also describe how the decision to undertake a more detailed assessment, or not, was taken. How were the base-case and proposed case(s) determined, why were particular years chosen?)* |
| Describe the assessment itself: *(Describe any standards or mandatory requirements for the assessment to be undertaken together with the methodology, monitoring or model used to determine the extent of the environmental impacts for the proposal. Give an indication of the extent or time-horizons that were chosen (if not already described earlier). Was quality management applied? For example, was there a process to ensure that the input data for the environmental assessment was consistent with other parallel assessments? Were interdependencies encountered and how did you address any trade-off issues[[3]](#footnote-3)? Was the expertise for this assessment available from internal resources or procured externally?)* |
| Describe the results and how they were communicated: *(Explain in general terms what the results of the assessment were, how this was used, for example to what extent it informed decision making or approval for the project. Was it produced as a draft for consultation or simply as a final report? Were the results validated or verified in any way – for example were the assessment processes or quality management processes independently audited? Did the results feed into a wider process, for example, a business case assessment?)* |
| Lessons learned: (*Explain here what worked well, what could be improved, what you would do differently next time –If applicable please explain if you think the ICAO assessment guidance could be improved and in what way. If you did not use the ICAO methodology can you identify aspects of your methodology that could provide benefits to future iterations of the ICAO guidance? What aspects of the ICAO guidance would you apply to your own methodology for future assessments?)* |
| Comments*: (Optional - Offer here any other advice or hints that may be of value to others using ICAO environmental assessment guidance.*) |

**Please send completed copies of this form to:**

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1. **APTA-**Approach procedures including vertical guidance; **WAKE-**Wake vortex; **RSEQ-**AMAN / DMAN; **SURF-**A-SMGCS, ASDE-X; **ACDM-**Airport CDM; **FICE-**Increased efficiency through ground - ground integration; **DAIM-**Digital AIM; **AMET-**Meteorological information supporting enhanced operational efficiency; **FRTO-**En route Flexible Use of Airspace and Flexible routes; **NOPS-**Air Traffic Flow Management; **ASUR-**ADS-B satellite based and ground based surveillance; **ASEP-**Air Traffic Situational awareness; **OPFL-**In-Trail procedures (ADS-B); **ACAS-**ACAS improvements; **SNET-**Ground based safety nets; **CDO-**Continuous Descent Operations, PBN STARs; **TBO-**Data link en-route; **CCO-**Continuous Climb Operations [↑](#footnote-ref-1)
2. [http://www.icao.int/environmental-protection/Pages/action-plan.aspx](https://myspace.eurocontrol.fr/exchweb/bin/%2CDanaInfo%3Dowarevp.eurocontrol.int%2Bredir.asp?URL=http://www.icao.int/environmental-protection/Pages/action-plan.aspx) [↑](#footnote-ref-2)
3. For definitions and examples of interdependencies and trade-offs, please refer to Chapter 4 of ICAO Document 10031, *Guidance on Environmental Assessment of Proposed Air Traffic Management Operational Changes*. [↑](#footnote-ref-3)