

ENVIRONMENTAL IMPACT STATEMENTS - COUNCIL ON ENVIRONMENTAL QUALITY REGULATIONS

© ETCI, INC.

INTRODUCTION

This checklist is based on the Council on Environmental Quality requirements for Environmental Statements in 40 CFR 1500-1508, and those contained in the National Environmental Policy Act. It includes space for customization to agency-specific requirements for both content and format.

Each requirement of NEPA or the CEQ regulations is cited in column 2. Therefore, this checklist can be used both as a tool for reviewers and a tool for document preparers who wish to ensure that each document complies with all the necessary legal requirements.

ENVIRONMENTAL IMPACT STATEMENTS - COUNCIL ON ENVIRONMENTAL QUALITY REGULATIONS

Project Name:

Reviewed by:

Date:

Page

Documentation Requirement	CEQ / NEPA Reference	+ / -	Remarks
Cover Sheet:			
• less than 1 page	§1502.11		
• name of lead agency	§1502.11 (a)		
• names of any cooperating agencies	§1502.11 (a)		
• title of proposed action	§1502.11 (b)		
• location (state and county) of action	§1502.11 (b)		
• name, address, and phone of contact	§1502.11 (c)		
• type of document (draft, final, suppl)	§1502.11 (d)		
• one-paragraph abstract	§1502.11 (e)		
• date comments must be received	§1502.11 (f)		
• any agency-specific requirements • • • •	[agency rules]		

Documentation Requirement	CEQ / NEPA Reference	+ / -	Remarks
Summary:			
• less than 15 pages	§1502.12		
• stress major conclusions	§1502.12		
• stress areas of controversy	§1502.12		
• stress issues raised by agencies	§1502.12		
• stress issues raised by public	§1502.12		
• stress issues to be resolved	§1502.12		
• stress choice among alternatives	§1502.12		
Purpose and Need:			
• brief description	§1502.13		
• agency purpose and need	§1502.13		
• related to alternatives including the proposed action	§1502.13		

Documentation Requirement	CEQ / NEPA Reference	+ / -	Remarks
Alternatives Incl. Proposed Action:			
<ul style="list-style-type: none"> based on information /analysis in sections on Affected Environment and Environmental Consequences 	§1502.14		
<ul style="list-style-type: none"> presents impacts in comparative form 	§1502.14		
<ul style="list-style-type: none"> sharply defines issues 	§1502.14		
<ul style="list-style-type: none"> provides clear basis for choice among options 	§1502.14		
<ul style="list-style-type: none"> rigorously explores all reasonable alternatives 	§1502.14 (a)		
<ul style="list-style-type: none"> objectively evaluates all reasonable alternatives 	§1502.14 (a)		
<ul style="list-style-type: none"> describes alternatives eliminated from detailed study, and states why 	§1502.14 (a)		
<ul style="list-style-type: none"> devotes substantial treatment to each alternative examined in detail 	§1502.14 (b)		
<ul style="list-style-type: none"> includes reasonable alternatives not within the jurisdiction of the agency 	§1502.14 (c)		
<ul style="list-style-type: none"> includes No Action 	§1502.14 (d)		
<ul style="list-style-type: none"> identifies the agency's preferred alternative, if one or more exists optional in draft required in final, unless another law prohibits it 	§1502.14 (e)		

Documentation Requirement	CEQ / NEPA Reference	+ / -	Remarks
<ul style="list-style-type: none"> range encompasses those to be considered by agency decision maker 	§1502.2 (e)		
<ul style="list-style-type: none"> includes mitigation measures not described elsewhere 	§1502.14 (f)		

Documentation Requirement	CEQ / NEPA Reference	+ / -	Remarks
Affected Environment:			
• succinct description	§1502.15		
• areas to be affected or created	§1502.15		
• no longer than necessary to understand the effects of alternatives	§1502.15		
• commensurate with importance of impacts	§1502.15		
• summarize, consolidate, or reference less important material	§1502.15		
• concentrates effort and attention on important issues	§1502.15		

Documentation Requirement	CEQ / NEPA Reference	+ / -	Remarks
Environmental Consequences:			
<ul style="list-style-type: none"> scientific and analytic basis for comparison of alternatives 	§1502.16		
<ul style="list-style-type: none"> consolidates discussion of NEPA requirements: environmental impacts of proposed action adverse effects which cannot be avoided relationship between short-term uses and long-term productivity irreversible and irretrievable commitments of resources alternatives as needed 	§1502.16 102(2)(C) i 102(2)(C) ii 102(2)(C) iv 102(2)(C) v 102(2)(C) iii		
<ul style="list-style-type: none"> direct effects and their significance 	§ 1502.16 (a)		
<ul style="list-style-type: none"> indirect effects and significance 	§ 1502.16 (b)		
<ul style="list-style-type: none"> conflicts with other plans, policies 	§ 1502.16 (c)		
<ul style="list-style-type: none"> energy requirements and conservation potentials of alternatives and mitigation measures 	§ 1502.16 (e)		
<ul style="list-style-type: none"> natural or depletable resource requirements and conservation potentials of alternatives and mitigation measures 	§ 1502.16 (f)		

Documentation Requirement	CEQ / NEPA Reference	+ / -	Remarks
<ul style="list-style-type: none"> urban quality, historic and cultural resources, and design of the built environment, including reuse and conservation potential of alternatives and mitigation measures 	§ 1502.16 (g)		
<ul style="list-style-type: none"> mitigation measures 	§ 1502.16 (h)		
<ul style="list-style-type: none"> cumulative impacts 	§ 1508.7		

Documentation Requirement	CEQ / NEPA Reference	+ / -	Remarks
List of Preparers:			
• normally less than 2 pages	§ 1502.17		
<ul style="list-style-type: none"> • names and qualifications of persons who: • prepared EIS or sections • prepared background papers 	§ 1502.17		
• include expertise, experience, and professional disciplines of each person	§ 1502.17		
Appendix:			
• material prepared specifically for EIS	§ 1502.18		
• substantiates fundamental analyses	§ 1502.18		
• analytic and relevant to decision	§ 1502.18		
• circulated with EIS or available on request	§ 1502.18		

Documentation Requirement	CEQ / NEPA Reference	+ / -	Remarks
Other CEQ Requirements:			
<ul style="list-style-type: none"> includes a detailed list of agencies, organizations, and persons to whom draft is sent 	§ 1502.19		
<ul style="list-style-type: none"> normally less than 150 pages (300 pages for proposals of unusual scope or complexity) 	§ 1502.7		
<ul style="list-style-type: none"> length proportional to potential environmental problems and to project size 	§ 1502.2(c)		
<ul style="list-style-type: none"> prepared using an inter-disciplinary approach 	§ 1502.6		
<ul style="list-style-type: none"> disciplines of preparers appropriate to scope and issues identified in scoping process 	§ 1502.6		
<ul style="list-style-type: none"> written in plain language 	§ 1502.8		
<ul style="list-style-type: none"> uses graphics for clarity 	§ 1502.8		
<ul style="list-style-type: none"> includes incomplete information essential to making a reasoned choice among alternatives 	§ 1502.22(a)		
<ul style="list-style-type: none"> if relevant information is missing: <ul style="list-style-type: none"> state it is unavailable state its relevance summarize existing credible info evaluate impacts based on generally accepted data or methods 	§ 1502.22(b)		

Documentation Requirement	CEQ / NEPA Reference	+ / -	Remarks
<ul style="list-style-type: none"> cuts down on bulk by incorporating material by reference when possible 	§ 1502.21		
<ul style="list-style-type: none"> avoids repetitive discussions by identifying other statement(s) it is tiered to 	§ 1502.20		
<ul style="list-style-type: none"> is analytic, not encyclopedic 	§ 1502.2(a)		
<ul style="list-style-type: none"> discusses impacts in proportion to their significance 	§ 1502.2(b)		
<ul style="list-style-type: none"> assesses impacts of proposed agency actions rather than justifying decisions already made 	§ 1502.2(g)		
<ul style="list-style-type: none"> prepared at the earliest possible planning stage 	§ 1502.5		
<ul style="list-style-type: none"> cost-benefit analysis (if needed) included or incorporated by reference 	§ 1502.23		
<ul style="list-style-type: none"> methodologies and scientific sources are identified and referenced 	§ 1502.24		
<ul style="list-style-type: none"> prepared concurrently with other required surveys and analyses: <ul style="list-style-type: none"> Fish and Wildlife Coordination Act National Historic Preservation Act Endangered Species Act other laws and executive orders 	§ 1502.25(a)		
<ul style="list-style-type: none"> lists all Federal permits, licenses, and other entitlements needed 	§ 1502.25(b)		

Documentation Requirement	CEQ / NEPA Reference	+ / -	Remarks
<ul style="list-style-type: none"> • all substantive comments on DEIS are included in FEIS • includes all agency-specific contents • • • • • 	<p>§ 1503.4(b)</p> <p>[agency rules]</p>		

Documentation Requirement	CEQ / NEPA Reference	+ / -	Remarks
Record of Decision:			
• concise, public	§ 1505.2		
• states what the decision was	§ 1505.2 (a)		
• identifies all alternatives considered	§ 1505.2 (b)		
• specifies alternative(s) considered environmentally preferable	§ 1505.2 (b)		
• includes relevant factors such as economic and technical considerations and agency statutory mission	§ 1505.2 (b)		
• identifies all such factors balanced in making the decision	§1505.2 (b)		
• includes any considerations of national policy balanced in making the decision	§ 1505.2 (b)		
• states how these factors entered into the decision	§ 1505.2 (b)		
• states whether all practicable means to avoid or minimize harm have been adopted, and if not, why they were not	§ 1505.2 (c)		
• describes any applicable monitoring and enforcement program for mitigation	§ 1505.2 (c)		