

NOTICE 1043 OF 2013**DEPARTMENT OF ENVIRONMENTAL AFFAIRS****NATIONAL ENVIRONMENTAL MANAGEMENT ACT, 1998
(ACT NO. 107 OF 1998)****NOTICE OF INTENTION TO ESTABLISH GUIDELINES FOR PREPARATION OF ENVIRONMENTAL IMPLEMENTATION PLANS AND ENVIRONMENTAL MANAGEMENT PLANS**

I, Bomo Edith Edna Molewa, Minister of Water and Environmental Affairs, hereby give notice of my intention, under section 11(8) of the National Environmental Management Act, 1998 (Act No. 107 of 1998), to establish the Guidelines for the preparation of Environmental Implementation Plans and Environmental Management Plans set out in the Schedule hereto.

Members of the public are invited to submit to the Minister, within 30 days of publication of this notice in the Gazette, written comments to the following addresses:

By post to: The Director-General: Department of Environmental Affairs
Attention: Mr Ntsizi November
Private Bag X447
Pretoria, 0001

By fax to: (012) 322 5890, and by e-mail to: nnovember@environment.gov.za

Hand delivered at: 315 Pretorius Street, Pretoria, Fedsure Forum Building, North Tower, 2nd Floor (Reception).

Any inquiries in connection with the notice can be directed to Mr N November at (012) 310 3829

Comments received after the closing date may not be considered.



BOMO EDITH EDNA MOLEWA

MINISTER OF WATER AND ENVIRONMENTAL AFFAIRS

DRAFT 3rd EDITION OF GUIDELINES FOR ENVIRONMENTAL IMPLEMENTATION AND MANAGEMENT PLANS

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Abbreviations

CEC:	Committee on Environmental Coordination
DEA:	Department of Environmental Affairs
EIPs:	Environmental Implementation Plans
EMPs:	Environmental Management Plans
NEMA:	National Environmental Management Act, 1998 (Act No. 107 of 1998)
NSSD:	National Strategy for Sustainable Development

1. INTRODUCTION

These guidelines represents a 3rd generation of development since the promulgation of National Environmental Management Act, 1998 (Act No. 107 of 1998) (NEMA) and are intended to provide guidance to national and provincial departments on the preparation and implementation of environmental implementation and management plans required in terms of the procedures for co-operative governance stipulated in chapter 3 of NEMA as amended. They provide minimum requirements as required by the NEMA, including other matters that should be considered in preparation of the environmental implementation and management plans.

Therefore, it is envisaged that all relevant provincial and national departments will comply with these guidelines when implementing chapter 3 of NEMA. It should also be noted that these guidelines are not exhaustive, but are intended to be definitive and mandatory with regard to the minimum content required for the environmental implementation and management plans as well as on the content of the related annual reports.

2. THE PURPOSE OF THE GUIDELINES

The primary purpose of these guidelines is to provide technical guidance to provincial and national departments on how to develop and/or report on the implementation of environmental implementation and management plans as well as on the combined environmental implementation and management plans required in terms of chapter 3 of NEMA. Furthermore, these guidelines are developed to encourage and promote consistency in preparation of and reporting on the environmental implementation and management plans by the provincial and national departments listed in schedules 1 or 2 or both schedules of NEMA.

3. PURPOSE AND SCOPE OF EIPs AND EMPs

The **Environmental Implementation Plan** (EIP) describes policies, plans and programmes of a department that performs functions that may impact on the environment and how this department's plans will comply with the NEMA principles and national environmental norms and standards. The **Environmental Management Plan** (EMP) on the other hand, describes functions of a department involving the management of the environment and policies/laws, as well as efforts taken by the department to ensure compliance by other departments, with such environmental policies and laws.

The purpose of environmental implementation and management plans as provided in section 12 of NEMA, is to—

- (a) co-ordinate and harmonise the environmental policies, plans, programmes and decisions of the various national departments that exercise functions that may affect the environment or are entrusted with powers and duties aimed at the achievement, promotion, and protection of a sustainable environment, and of provincial and local spheres of government, in order to:
 - (i) minimise the duplication of procedures and functions; and
 - (ii) promote consistency in the exercise of functions that may affect the environment;
- (b) give effect to the principle of co-operative government in chapter 3 of the Constitution;
- (c) secure the protection of the environment across the country as a whole;
- (d) prevent unreasonable actions by provinces in respect of the environment that are prejudicial to the economic or health interests of other provinces or the country as a whole; and
- (e) enable the Minister to monitor the achievement, promotion, and protection of a sustainable environment.

4. LEGISLATIVE REQUIREMENTS

4.1 Enabling legislative provision for the guidelines

These guidelines are developed in terms of and to serve the purpose of section 11(8) of NEMA that provides that *"the Minister responsible for environmental affairs may issue guidelines to assist provinces and national departments in the preparation of environmental implementation and management plans"*.

4.2 Legislative requirements for EIPs and EMPs

Environmental implementation and management plans are required by chapter 3 of NEMA. Section 11(1) of chapter 3 of NEMA provides that every national department listed in Schedule 1 of NEMA as exercising functions which may affect the environment and every province must prepare an **environmental implementation plan** within one year of the promulgation of this Act and at least every five years thereafter. It is important to note that there is a process underway to amend the aforementioned four year cycle to five years and thus hereafter in this document the cycle will be referred to as a five year period.

Section 11(2) of NEMA provides that every national department listed in Schedule 2 as exercising functions involving the management of the environment must prepare an environmental management plan within one year of the promulgation of this Act and at least every five years thereafter.

Section 11(3) of NEMA provides that every national department that is listed in both Schedule 1 and Schedule 2 is required to prepare a consolidated environmental implementation and management plan within one year of the promulgation of this Act and at least every five years thereafter.

4.3 Compliance with and deviation from adopted EIPs and EMPs

In terms of section 16(1)(a) of NEMA, every organ of state must exercise every function it may have, or that has been assigned or delegated to it, by or under any law, and that may **significantly affect the protection** of the environment, substantially in accordance with the environmental implementation plan or the environmental management plan prepared, submitted and adopted by that organ of state in accordance with chapter 3 of the Act, provided that any **substantial deviation** from an environmental management plan or environmental implementation plan must be reported forthwith to the Director-General and the Committee.

4.4 Annual reporting on implementation of adopted EIPs and EMPs

In terms of section 16(1) (b) of NEMA, every organ of state must report annually within four months of the end of the financial year on the implementation of its adopted EIP or EMP to the Director-General and the Committee. The Committee referred to, is understood to be the CEC Sub-committee on environmental implementation and management plans.

4.5 Monitoring of compliance with EIPs and EMPs

In terms of section 16(2) of NEMA, the Director-General of the Department of Environmental Affairs is empowered to monitor compliance with environmental implementation plans and environmental management plans and may—

- (a) take any steps or make any inquiries he or she deems fit in order to determine if environmental implementation plans and environmental management plans are being complied with by organs of state; and
- (b) if, as a result of any steps taken or inquiry made under paragraph (a), he or she is of the opinion that an environmental implementation plan and an environmental management plan is not substantially being complied with, serve a written notice on the organ of state concerned, calling on it to take such specified steps as the Director-General considers necessary to remedy the failure of compliance.

In the event the afore-mentioned intervention by the Director-General did not solve the failure to comply with environmental implementation and management plans, the Act also allows for referral of the matter to conciliation in accordance with Chapter 4 of NEMA.

5. PREPARATION OF ENVIRONMENTAL IMPLEMENTATION AND MANAGEMENT PLANS

The minimum content of environmental implementation and management plans is outlined in section 13(1) and section 11(7) as well as section 14 of NEMA. The content of these sections of the Act are provided in detail later in this document.

5.1 Relevant considerations when preparing environmental implementation and management plans

5.1.1 Environment sector priorities

The environment sector priorities are driven by the long-term development strategies in Chapter 5 of National Development Plan Vision 2030, which should be considered by the Department of Environmental Affairs and provinces when preparing EIPs, namely:

- (a) Sustaining South Africa's ecosystems and using natural resources efficiently;
- (b) Building sustainable communities;
- (c) Responding effectively to climate change mitigation;
- (d) Responding effectively to climate change adaptation;
- (e) Managing a just transition; and
- (f) enhancing governance systems and capacity;

These priorities are addressed through the following six core focus areas:

- (i) Air quality
- (ii) Waste and Chemicals Management
- (iii) Pollution Incident Management
- (iv) Environmental Impact Management
- (v) Conservation and Sustainable Use of biodiversity
- (vi) Marine and Coastal Management.
- (vii) Green economy and sustainable development

5.1.2 Other sector departments' priorities

The sector Departments priorities are driven by the long-term development strategies in Chapter 5 of National Development Plan Vision 2030 and other key documents of sector departments that are listed in schedules 1 and/or 2 must also be considered when EIPs and EMPs are developed by these sector

departments. This will ensure alignment of the EIPs and EMPs submitted by these departments with their priorities.

5.1.3 NEMA principles

The two principles set out in chapter 1 of NEMA are that:

- a) Environmental management must place people and their needs at the forefront of its concern, and serve their physical, psychological, developmental, cultural and social interests equitably; and
- b) Development must be socially, environmentally and economically sustainable.

These principles apply throughout the Republic of South Africa to the actions of all organs of state that may significantly affect the environment and—

- shall apply alongside all other appropriate and relevant considerations, including the State's responsibility to respect, protect, promote and fulfill the social and economic rights in chapter 2 of the Constitution and in particular the basic needs of categories of persons disadvantaged by unfair discrimination;
- serve as the general framework within which environmental management and implementation plans must be formulated;
- serve as guidelines by reference to which any organ of state must exercise any function when taking any decision in terms of this Act or any statutory provision concerning the protection of the environment; and
- guide the interpretation, administration and implementation of NEMA, and any other law concerned with the protection or management of the environment

5.1.4 Linkages with other environmental implementation and management plans

In terms of section 11(4) of NEMA, every organ of state listed in schedule 1 and/or 2 of the Act must, in its preparation of an environmental implementation plan or environmental management plan, and before submitting such plan take into consideration every other environmental implementation plan and environmental management plan already adopted with a view to achieving consistency among such plans.

5.2 Assembly of information or plans as content of EIP and EMP

In terms of section 11(7) of NEMA, the preparation of environmental implementation plans and environmental management plans may consist of the assembly of information or plans compiled for other purposes and may form part of any other process or procedure. When an organ of state decides to use an assembly of information or plans as content of the EIP and EMP, careful consideration should be taken so that there is no departure from the purpose of chapter 3 of NEMA.

5.3 Content of the EIP

In terms of section 13(1) of NEMA, every environmental implementation plan must contain:

- (a) a description of policies, plans and programmes that may significantly affect the environment;
- (b) a description of the manner in which the relevant national department or province will ensure that the policies, plans and programmes referred to in paragraph (a) will comply with the principles set out in section 2 of the Act as well as any national norms and standards as envisaged under section 146(2)(b)(i) of the Constitution and set out by the Minister, or by any other Minister, which have as their objective the achievement, promotion, and protection of the environment;

- (c) a description of the manner in which the relevant national department or province will ensure that its functions are exercised so as to ensure compliance with relevant legislative provisions, including the principles set out in section 2 of the Act, and any national norms and standards envisaged under section 146(2)(b)(i) of the Constitution and set out by the Minister, or by any other Minister, which have as their objective the achievement, promotion, and protection of the environment; and
- (d) recommendations for the promotion of the objectives and plans for the implementation of the procedures and regulations referred to in Chapter 5 of the Act.

NB. When preparing an EIP, guidance is provided in Annexure A of these guidelines.

5.4 Content of the EMP

Every national department listed in **Schedule 2** of NEMA, has a mandate for management of the environment, and is required to prepare an Environmental Management Plan (EMP). The required content of an EMP is specified in **Section 14** of NEMA. In terms of Section 14 of NEMA, every environmental management plan must contain—

- (a) a description of the functions exercised by the relevant department in respect of the environment;
- (b) a description of environmental norms and standards, including norms and standards contemplated in section 146(2)(b)(i) of the Constitution, set or applied by the relevant department;
- (c) a description of the policies, plans and programmed of the relevant department that are designed [o ensure compliance with its policies by other organs of state and persons;
- (d) a description of priorities regarding compliance with the relevant departments policies by other organs of state and persons;
- (e) a description of the extent of compliance with the relevant departments policies by other organs of state and persons;
- (f) a description of arrangements for co-operation with other national departments and spheres of government, including any existing or proposed memoranda of understanding entered into, or delegation or assignment of powers to other organs of state, with a bearing on environmental management; and
- (g) proposals for the promotion of the objectives and plans for the implementation of the procedures and regulations referred to in Chapter 5 of NEMA.

NB. When preparing an EMP, guidance is provided in Annexure B of these guidelines.

5.5 Content of consolidated EIP/EMP (i.e. EIMP)

Section 11(3) of NEMA provides for the preparation of a consolidated environmental implementation and management plan (EIMP) is prepared by departments that are listed in both schedule 1 and 2. Therefore, the content of the EIMP should be made up of the requirements of an EIP and EMP.

6. DIFFERENCE BETWEEN EIP, EMP AND EIMP

EIPs [Section 13] For national departments and provinces listed in Schedule 1	EMPs [Section 14] For national departments listed in Schedule 2	EIMP (Section 11(3)) For national departments listed in both schedules 1 and 2
Section 13(1): (a) Description of policies, plans	(a)Description of functions in respect of the environment;	The EIMP is a combination of the EIP and the EIMP

<p>& programs that may significantly affect the environment;</p> <p>(b) Description of manner in which this will comply with section 2 NEMA principles & national norms and standards;</p> <p>(c) Description of manner to ensure functions are exercised as in (b);</p> <p>(d) Recommendations for promotion (objectives & Plans) for the implementation of Chapter 5 NEMA procedures and regulations.</p>	<p>(b) Description of environmental norms & standards;</p> <p>(c) Description of policies, plans & programs designed to ensure compliance with its policies by other organs of state/persons;</p> <p>(d) Description of priorities regarding compliance by other organs and persons;</p> <p>(e) Description of extent of compliance with department policies by other organs of state/persons;</p> <p>(f) Description of (environment management) arrangements for cooperation with other national departments and spheres of government;</p> <p>(g) Proposals for promotion of objectives and plans for Chapter 5 implementation</p>	
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7. IMPLEMENTATION

7.1 Institutional arrangements for co-operative governance

In the context of chapter 3 of NEMA, at a national level, there is an intergovernmental CEC Subcommittee on EIPs and EMPs that has been established and that is coordinated by the national DEA to serve as a cooperative governance forum on environmental implementation and management plans and to receive annual reports as contemplated in section 16(1) (b) of NEMA. This forum is constituted by all organs of state listed in schedules 1 and/or 2 of NEMA as well as relevant national public entities.

In light of the fact that an EIP should describe how local government is involved in the EIP processes, there need to be mechanisms or forums that would be used to bring them on board at a provincial level. Therefore, the issue of **cooperative governance** must continue to be stressed not only in relation to the three spheres of government but also with respect to other stakeholders such as parastatals and broader civil society.

7.2 Identification of issues requiring alignment

Experience gained in the past years of implementation of chapter 3 of NEMA, highlighted some issues as essential to alignment of EIPs and EMPs. The issues that came out as requiring alignment are, amongst others:

- Setting of indicators that all provinces should report on; and
- Alignment of NEMA Chapter 3 cycle to other priorities, planning, reporting and implementation, especially with the electoral mandate.

7.3 Roles and responsibilities in terms of chapter 3 of NEMA

7.3.1 The responsibilities of every organ of state, are to:

- exercise every function it may have, or that has been assigned or delegated to it, by or under any law, and that may significantly affect the protection of the environment, substantially in accordance with the environmental implementation plan or the environmental management plan prepared, submitted and adopted by that organ of state in accordance with this chapter 3 of NEMA – Provided that any substantial deviation from an environmental management plan or environmental implementation plan is reported to the Director-General and the CEC Subcommittee on EIPs and EMPs; and
- report annually within four months of the end of the financial year on the implementation of its adopted environmental implementation plan or environmental management plan to the Director-General of the Department of Environmental Affairs and the CEC Subcommittee on EIPs and EMPs.

7.3.2 The responsibilities of every provincial government are, amongst others, to ensure that:

- the relevant provincial environmental implementation plan is complied with by each municipality within its province; and
- municipalities adhere to the relevant environmental implementation and management plans, and the principles contained in section 2 of NEMA in the preparation of any policy, programme or plan, including the establishment of integrated development plans and land development objectives.

7.3.3 The responsibilities of the Director-General of Environmental Affairs are, amongst others, to:

- keep a record of all environmental implementation plans and environmental management plans, relevant agreements between organs of state and any annual reports related to environmental implementation and management plans, as well as make such plans, reports and agreements available for inspection by the public;
- monitor compliance with environmental implementation and management plans;
- receive annual reports from organs of state on the implementation of their adopted environmental implementation and management plans;

7.3.4 The responsibilities of the CEC Subcommittee on EIPs and EMPs, are amongst others to:

- consider any substantial deviation from environmental management plans or environmental implementation plans that is reported to it by any organ of state;
- consider environmental implementation and management plans and annual reports submitted by organs of state in compliance with chapter 3 of NEMA; and
- Consider and provide advice on any matter incidental to the implementation of environmental implementation and management plans.

8. MONITORING AND REPORTING

8.1 Monitoring

Monitoring aims to identify progress towards intended results, enhance accountability and learning. Monitoring efforts should, at a minimum, address the following:

- Progress towards outcomes

- Factors contributing to or impeding achievement of the outcomes
- Partnership strategies
- Lessons being learned and creation of knowledge products for wider sharing

8.2 Annual reports

Annual reports relating to environmental implementation and management plans are a statutory obligation emanating from section 16(1)(b) of chapter 3 of NEMA. In terms of the Act, every organ of state must report annually within four months of the end of its financial year on the implementation of its adopted environmental management plan or environmental implementation plan to the Director-General and the Committee.

8.3 Indicators to monitor an EIP

There are two general types of indicators that may be used in an EIP. The first relate to the NSSD headlines indicator and or National Development Plan Chapter 5 indicators that respond directly to the NEMA principles for sustainable development against which functions, policies, plans and programmes described in the EIP should be evaluated. These sustainable development indicators provide the means for monitoring general achievement of the goals of environmental management.

However, the above indicators are not generally appropriate for monitoring cooperative governance around environmental management, which is the main purpose of the EIP, or monitoring the implementation of the adopted EIPs, which is the responsibility of the DEA according to **Section 16(2)** of NEMA. DEA should therefore have indicators that monitor cooperative governance and performance of the CEC Subcommittee on headline indicators of the NSSD.

It is also recommended that performance indicators of institutional compliance with the mechanisms and procedures for cooperative governance be included in the EIPs. These may include indicators such as resources allocated to implement the priority functions, achievement within specified timeframes for implementation of plans and programmes, representation on identified committees, or compliance with statutory environmental management procedures.

NB. See Annexure C for relevant indicators.

ANNEXURE A: TEMPLATE FOR PREPARATION OF ENVIRONMENTAL IMPLEMENTATION PLANS

SECTION 1: INTRODUCTION						
SECTION 2: a description of policies, plans and programmes that may significantly affect the environment						
<p>EXPLANATORY NOTE: This section of the EIP should be focused on giving an idea of or depicting those existing and new policies, plans and programmes of the department that when implemented may significantly affect the environment both positively and negatively. Although all governmental functions are likely to have some effect on the environment, for the purposes of the EIP, these should be prioritized in terms of:</p> <ul style="list-style-type: none"> • the extent and/or severity of the impacts (nationally or provincially), and • the degree of control that the relevant department exercises on the impact, through that function. 						
Name of policy, plan or programme	Status (i.e. is it in process of development or adopted or being implemented)	What is the policy, plan or programme about?	Scope of policy, plan or programme (i.e. provincially or nationally implemented)	How will the policy, plan or programme affect the environment?	What degree of control does the department have on the impact?	Name of implementing organ of state
1.						
2.						
3.						
SECTION 3: a description of the manner in which the relevant national department or province will ensure that the policies, plans and programmes referred to in section 2 above will comply with the principles set out in chapter 1 of NEMA as well as any national norms and standards as envisaged under section 146(2)(b)(i) of the Constitution and set out by the Minister, or by any other Minister, which have as their objective the achievement, promotion, and protection of the environment						
<p>EXPLANATORY NOTE: This section requires the department or province to demonstrate how it will ensure that the identified priority policies, plans and programmes (i.e. in section 2 above) comply with the environmental management principles for sustainable development outlined in Section 2 of NEMA, and with any national norms and standards set by departments with a mandate for environmental management. Compliance may be indicated by whether and how the principles and norms & standards were considered during the formulation of existing policies, plans or programmes, and/or whether those departments mandated with environmental management were consulted. In terms of cooperative governance, a brief indication of the way in which the formulation of proposed (future) policies, plans and programmes will consider these principles or norms and standards, and will be aligned (harmonized) with the relevant policies, plans and programmes of other departments.</p>						
Name of policy, plan or programme	List of relevant norms and standards	Description of how the department will ensure that development and/or implementation of policies, plans and programmes comply with environmental management principles for sustainable development outlined in Section 2 of NEMA, and with any national norms and standards set by departments with a mandate for environmental management			Is there any consultative forum established? (If so give name of the structure)	
1.						
2.						
3.						
SECTION 4: a description of the manner in which the relevant national department or province will ensure that its functions are exercised so as to ensure compliance with relevant legislative provisions, including the principles set out in section 2 of NEMA, and any national norms and standards envisaged under section 146(2)(b)(i) of the Constitution and set out by the Minister, or by any other Minister, which have as their objective the achievement, promotion, and protection of the environment						
<p>EXPLANATORY NOTE: This component of an EIP is at the heart of cooperative governance around environmental management. It should indicate the way in which the relevant department or province (and organs of state) gives effect to the priority policies, plans and programmes (described above), through exercising the priority functions (identified above). However, any other relevant</p>						

legislative requirements governing the priority functions in terms of environmental management also need to be identified, together with an indication of the manner of compliance. For the priority functions, the manner of compliance with relevant legislative provisions should be described in terms of the:

- institutional mechanisms (such as committees, procedures and MOUs) which ensure coordination between the relevant department and other departments that are mandated with environmental management;
- institutional mechanisms to ensure coordination with and compliance by organs of state that have been assigned, delegated or contracted with priority functions; and
- capacity (in terms of people and budget) to perform the priority functions, and particularly to ensure effective implementation and functioning of the mechanisms, systems and procedures for coordination.

(a) Identification of institutional mechanism for coordination in place (i.e. is it a committee, procedures, MoU, etc)	Does the institutional mechanism have a limited lifespan? If so, what is its lifespan?	Description of the purpose of the mechanism	(b) What is the capacity (in terms of people and budget) of the department to coordinate	
			Human resources	Budget
1.			1.	
2.			2.	
3.			3.	

SECTION 5: recommendations for the promotion of the objectives and plans for the implementation of the procedures and regulations referred to in Chapter 5

EXPLANATORY NOTE: Chapter 5 of NEMA concerns the tools and instruments required to ensure the integrated environmental management of activities which affect the environment. The **Schedule 1** departments and provinces, that are required to prepare EIPs, are mandated with promoting, managing or conducting many of these activities. This requirement therefore provides them with an opportunity to make recommendations about the most effective ways in which to implement integrated environmental management (IEM) in their sector. This also highlights the difference between the focus of EIPs (or EMPs) on cooperative governance (under **Chapter 3**), and the tools (plans, procedures and regulations) that give effect to environmental management (under **Chapter 5**).

1.
2.
3.

SECTION 6: OUTCOMES AND KEY PRIORITY INDICATORS FOR EIP OVER A FIVE YEAR PERIOD (including NSSD headline indicators)

Outcomes to be achieved	How (mean/activities)	Who (Responsibilities)	Proposed Targets (What and by when)	Indicators
1.				
2.				
3.				

SECTION 7: GLOSSARY

ANNEXURE B: TEMPLATE FOR PREPARATION OF ENVIRONMENTAL MANAGEMENT PLANS

SECTION 1: INTRODUCTION						
SECTION 2: a description of the functions exercised by the relevant department in respect of the environment						
<u>EXPLANATORY NOTE:</u> The focus of this section of the EMP is on environmental management functions exercised by the department. The department is required to provide an outline of its mandate in terms of environmental management and a brief description of <i>all</i> the associated functions exercised by the department.						
List of environmental functions of the department			Objective of the function			
1.						
2.						
3.						
SECTION 3: a description of environmental norms and standards, including norms and standards contemplated in section 146(2)(b)(i) of the Constitution, set or applied by the relevant department						
<u>EXPLANATORY NOTE:</u> A list of the relevant norms and standards prescribed by the department for environmental management purposes should be provided, together with a brief description of their nature and applicability (and references to the relevant gazette and/or documentation)						
List of environmental norms and standards set or applied by the department		Objective of the environmental norms and standards		Date of commencement of implementation (including gazette date)		
1.						
2.						
3.						
SECTION 4: a description of the policies, plans and programmes of the relevant department that are designed to ensure compliance with its policies by other organs of state and persons						
<u>EXPLANATORY NOTE:</u> This requires the department's environmental management policies to be identified and briefly described, together with a description of the plans and programmes for their implementation, including an indication of the department's allocation of resources, responsibilities and timeframe. Emphasis should be on the mechanisms and procedures to ensure compliance with the environmental policies, which include the above mentioned norms and standards.						
Name of policy, plan and programme designed to ensure compliance with the departments policies	What is the policy about?	How will the policy the department ensure compliance to the policy, plan or programme by other organs of state	List of affected organs of state	What are the responsibilities of the affected organs of state	What resources does the department have to ensure compliance?	What is the lifespan of the policy, plan or programme?
1.						
2.						
3.						
SECTION 5: a description of priorities regarding compliance with the relevant departments policies by other organs of state and persons						
<u>EXPLANATORY NOTE:</u> This may be derived from the list of policies, plans and programmes that are core to the mandate of the department and if not adhered to by other organs of state will compromise the ability of the department to execute its environmental functions. Prioritisation should also be informed by the numeracy of departments that are not complying with the policy, plan and programme requirement and the significance of the provision not complied with.						
Name of policy, plan and programme not complied with	Date of commencement of policy, plan or programme (including duration where applicable)	Description of risk of non-compliance by other organs state	Description of expected state of compliance	Names of affected organs of state	Target timeframe of compliance	Description of measures to be introducing by the department to ensure compliance

1.					
2.					
3.					
<p>SECTION 6: a description of the extent of compliance with the relevant departments policies by other organs of state and persons</p> <p>EXPLANATORY NOTE: This section is intended to provide an indication of the seriousness or success of compliance to department's policies by other organs of state. The description may be provided in general or specific terms.</p>					
<p>SECTION 7: a description of arrangements for co-operation with other national departments and spheres of government, including any existing or proposed memoranda of understanding entered into, or delegation or assignment of powers to other organs of state, with a bearing on environmental management</p> <p>EXPLANATORY NOTE: This section should be used to indicate the mechanisms and procedures that the department (and its organs of state) uses to give effect to its environmental policies. As with the EIP, it is necessary to describe the institutional arrangements around environmental management, from the perspective of the department. This should identify <i>external</i> relationships with other national, provincial and local government departments (or their organs of state). The <i>internal</i> relationships between the department, and its organs of state (such as agencies or parastatals) should also be identified.</p>					
Name of co-operation mechanism (including identification of whether it is a committee, MoU, etc)	Description of the purpose of the co-operation mechanism	Does the co-operation mechanism have a limited lifespan? If so what is that lifespan?	Who are the parties, role-players, etc. to the co-operation mechanism?	Are the parties, role-players committed to the mechanism?	
<p>SECTION 8: proposals for the promotion of the objectives and plans for the implementation of the procedures and regulations referred to in Chapter 5 of NEMA</p> <p>EXPLANATORY NOTE: The departments that are required to prepare an EMP have a key role in implementing Chapter 5 of NEMA. This part of the EMP provides them with the opportunity to make recommendations about the way in which integrated environmental management (IEM) tools should be implemented in general, and propose the way in which IEM will be implemented to achieve their own environmental mandate.</p> <p>These proposals should outline any plans, procedures and regulations for IEM, ensuring that they are consistent with the NEMA requirements. It should also outline the activities and geographical areas in which these tools would be applicable.</p>					
1.					
2.					
3.					
<p>SECTION 9: OUTCOMES AND KEY PRIORITY INDICATORS FOR EMP OVER A FIVE YEAR PERIOD (including NSSD headline indicators)</p>					
Outcomes to be achieved	How (mean/activities)	Who (Responsibilities)	Proposed Targets (What and by when)	Indicators	
1.					
2.					
3.					
SECTION 10: GLOSSARY					

