KEBBI STATE ENVIRONMENTAL PROTECTION AGENCY

(KESEPA)

UPDATED PROCEDURE FOR OBTAINING AN ENVIRONMENTAL IMPACT ASSESSEMENT REPORT (EIA)

Guiding Laws & Regulation

In pursuant of the provisions of the *Kebbi State Environmental Protection Authority Edict No. 4, 1995* and other Matters Connected, as well as the *Administration and Collection of Revenue Due to the Kebbi State Government and Local Government Council Law, 2023*, all individuals and organizations seeking to acquire an Environmental Impact Assessment Report (EIA) in Kebbi State can apply through the following process:

STEP 1: Start your application by obtaining an application form at: KESEPA
Head Office
Haliru Abdu Secretariat Complex, Birnin Kebbi

You may also download application form via
https://kebbistate.gov.ng/sites/default/files/EIA%20APPLICATION%20FORM.pdf

STEP 2: Prepare all relevant documents.

To process your application for an EIA Report the following documents are required:

a. A copy of KEBGIS Certificate of Occupancy CofO).
b. Site Analysis Report SAR prepared by consultants with a clear satellite image, sealed, stamped, and endorsed by a Town Planning Registration Council (TOPREC) registered town planner (for all developments)
c. Building Plan/Development Permit issued by KUDA
d. Soil Investigation Report (SRI) (for multi-storey buildings that exceed three floors)
e. Feasibility/Visibility report prepared by consultants (for mass housing, agricultural, petrol/gas station, commercial, industrial development).
f. Tax Clearance Certificate (TCC) and Tax Identification Number [TIN] (for all developments)..
g. Service approvals including Fire and Police Reports (for petrol/gas stations, hotels and multistorey developments that exceeds four floors). Visit/contact any fire service department/police station nearest to you in Kebbi State for a fire/police report.
h. Recent utility bill or bank statement (containing same address with contact address specified on form).

STEP 3: Pay applicable fee

Please see applicable fees & charges as stipulated on Schedule VII Part M (Page 102) of the

Administration and Collection of Revenue Due to the Kebbi State Government and Local Government Council Law, 2023 - https://kebbistate.gov.ng/sites/default/files/Administration%20and%20Collection%20of%20Revenue%20Due%20to%20the%20Kebbi%20State%20Government%20and%20Local%20Government%20Council%20%28Amendment%29%20Law%2C%202023_1.pdf

Pay the applicable fee of **N20,000** using any of the available payment channels:

- TSA Online payment platform via Remita - https://login.remita.net/remita/onepage/G0000308016/biller.spa
- Any Commercial Bank in the State using the TSAKEBBIPAYDIRECT account.
- PoS using a debit/credit card at the Customer Service Desk located at KESEPA Head Office

STEP 4: Submission of documents

Submit the duly completed application form at the Customer Service Desk at KESAPA head office, relevant documents in step 2 above and evidence of payment of fees.

Applicants will be provided a unique Application Reference Number and an Acknowledgement Letter that carries the file number for the application by KESEPA within seven (7) days from the date of submission.

STEP 5: EIA approval

Submitted applications for EIA Report will be processed **within 21 working days** from the date of submission of documents

STEP 6 : Collection of EIA report

Applicants will be notified via SMS and/or email when a decision on approval has been made. Applicants are to collect approved EIA report at KESEPA Head Office, Haliru Abdu Secretariat Complex, Birnin Kebbi in person **OR** may issue an authorization letter duly signed by the applicant attaching KESEPA's Acknowledgement Letter, Passport of applicant and valid identity card of the representative.

For more information, enquiry, or complaints please contact KESEPA Head Office located at located at Haliru Abdu Secretariat Complex, Birnin Kebbi between 8:00 AM and 4 PM (Monday–Friday, excluding public holidays) or contact us at kesepagrm@gmail.com or +234-7047771135

Signed
General Manager
Kebbi State Environmental Protection Agency
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