



**KEBBI STATE
ENVIRONMENTAL PROTECTION AGENCY (KESEPA)**

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.

The Kebbi State Administration, Collection of Revenue Due to the State and local Government Councils and to Establish the Relevant Administrative Structures Law No. 008, 2020. (Pages 62 – 69)

The Kebbi State Land Use Regulations, 2022

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 using any of the channels below

Obtain the Environmental Impact Assessment Application form

KESEPA Head Office
Haliru Abdu Secretariat Complex
Birnin Kebbi
234-9137760499

Or

Download application form at

<https://www.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:

- One copy of KEBGIS Certificate of Occupancy CofO). Visit <https://www.kebbistate.gov.ng/sites/default/files/GUIDELINES%20FOR%20DIRECT%20LAND%20ACQUISITION%20%281%29%201.pdf> for guidelines. **Note:** where a KEBGIS CofO has not been issued, a KEBGIS acknowledgement letter may be submitted. Please

note that this may however cause a delay in the processing of your application pending when the copy of the CofO is submitted.

- 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)
- Building Plan/Development Permit issued by KUDA
- Soil Investigation Report (SRI) (for multi-storey buildings that exceed three floors)
- Feasibility/Visibility report prepared by consultants (for mass housing, agricultural, petrol/gas station, commercial, industrial development).
- Tax Clearance Certificate (TCC) and Tax Identification Number [TIN] (for all developments). Visit/contact [Kebbi State Harmonized E-Tax Portal \(kb.gov.ng\)](#) for TCC and TIN.
- Service approvals including Fire and Police Reports (for petrol/gas stations, hotels and multi-storey developments that exceeds four floors). Visit/contact any fire service department/police station nearest to you in Kebbi State for a fire/police report.
- Recent utility bill or bank statement (containing same address with contact address specified on form).
- Evidence of compliance with all State regulatory requirements

Step 3

Submission of EIA Application Form

Manual Submission

- Pay the applicable fee (N20,000) using any of the available payment channels: ****See applicable fees & charges as stipulated on pg. 103**
<https://www.kebbistate.gov.ng/sites/default/files/Assented%20Admin%20and%20Collection%20of%20Revenue.pdf>
 - Any Commercial Bank in the State using the TSA KEBBI PAYDIRECT account.
 - Via PoS using a debit/credit card at the SBIR Customer Service Centre located at KESEPA Head Office (located at Haliru Abdu Secretariat Complex, Birnin Kebbi).
- Submit the duly completed Application Form directly to;
 - KESEPA located at Haliru Abdu Secretariat Complex, Birnin Kebbi together with the following documents;
 - Evidence/proof of payment of all relevant fees and charges
 - All relevant documents detailed in Step 2 above.
- Make payment using TSA Online payment platform via [Pay a biller \(remita.net\)](#)

Confirmation of Application:

****Upon Submission of your application form, applicants will be provided a unique Application Reference Number and an Acknowledgement Letter that carries the file number for the application by KESEPA.**

Processing Timeline

- Submitted applications for EIA Report will be processed **within 21 Working Days** prior to the final stage for collection described in step 4 below.

Step 4

Collection of EIA Report

- Successful applicants for EIA Report are notified via text, call or email within 30 working days for collection
- Upon notification, successful applicants can visit Kebbi State Environmental Protection Authority KESEPA located at, located at Haliru Abdu Secretariat Complex, Birnin Kebbi to collect their EIA Report/Certification approval in person OR
- 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 info@kebbistate.gov.ng or 09137760499; 09137760400

Signed:
General Manager,
Kebbi State Environmental Protection Agency
25th October 2022