



**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 Administration and Collection of Revenue Due to the Kebbi State Government and Local Government Council Law, 2023

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 obtaining an application form at

KESEPA Head Office

Haliru Abdu Secretariat Complex, Birnin Kebbi
234-9137760499

Or Download application form at

<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).
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.
- 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 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.
- 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 section 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, Haliru Abdu Secretariat Complex, Birnin Kebbi.

STEP 4: Submission of documents

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

Applicants will be provided a unique Application Reference Number and an Acknowledgement Letter that carries the file number for the application by KESEPA.

STEP 5: EIA approval

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 6: Collection of EIA report

Applicants will be notified via SMS 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** 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 keseпа@kebbistate.gov.ng or 09137760499; 09137760400

Signed:
General Manager
Kebbi State Environmental Protection Agency
December 29, 2023