

The Republic of the Union of Myanmar  
Ministry of Natural Resources and Environmental Conservation



Licensing Procedure for the Third Person or  
Organization Undertaking Environmental Impact  
Assessment or Initial Environmental Examination

Notification No. (       / 2019)

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**LICENSING PROCEDURE FOR THE THIRD PERSON OR ORGANIZATION**  
**UNDERTAKING ENVIRONMENTAL IMPACT ASSESSMENT AND INITIAL**  
**ENVIRONMENTAL EXAMINATION**

The Government of the Republic of the Union of Myanmar  
Ministry of Natural Resources and Environmental Conservation

Notification No.\*\* \_\_\_\_/2019

Nay Pyi Taw, The \_\_\_\_ Day of \_\_, \*\*\*\* M.E.

(\_\_\_\_, 2019)

In exercise of the power conferred under Section 42 b)of the Environmental Conservation Law (Law No. 9, 2012), the Ministry of Natural Resources and Environmental Conservation has hereby issued the following Notification:

**CHAPTER I**

**Title and Definitions**

1. This notification shall be called the Licensing Procedure for the ~~Third Person and Organization~~ Undertaking Environmental Impact Assessment and Initial Environmental Examination herein after called as ' Licensing Procedure'.
2. The expressions contained in the Procedure shall have the same meaning as are assigned to them under the Environmental Conservation Law and Rules, and the Environmental Impact Assessment Procedure. In addition thereto, the following expressions shall have the meaning given here under:
  - (a) **Third person or organization** means any other person or organization except a person or an organization that implements the projects, business, service or activity or a person or an organization that scrutinizes and allows it;
  - (b) **EIA Consultant** means any third person who is qualified to undertake studies of both EIA Type Project and IEE Type Project.
  - (c) **Associate EIA Consultant** means any ~~third person~~ who is qualified to undertake studies of IEE Type Project or assistant studies of EIA Type Project.
  - (d) **EIA Consulting Organization Type A** means any third organization which is qualified to undertake studies of both EIA Type Project and IEE Type Project.
  - (e) **EIA Consulting Organization Type B** means any third organization which is qualified to undertake studies of IEE Type Project or assistant studies of EIA Type Project.
  - (f) **Key Consultant** means any third person who is a qualified consultant equivalent to EIA Consultant and Associate EIA Consultant in the EIA Consulting

Organization Type A or Type B.

**(g) Licensing Review Board -LRB** means a board established and assigned by the Department to evaluate license applications and recommend to license approvals for qualified person and organization.

**(h) Major Environmental and Social Issues** mean the major part of the foreseeable impacts caused by a Proposed Project as determined by the Department.

**(i) Study Team** means a team organized by the project proponent for undertaking the studies for IEE or EIA Type Project, which consists of the necessary number of qualified consultant(s) and the other members.

**(j) Surveillance Assessment** means a continuous monitoring system to inspect the license holders whether they violate the rules and regulations or have any failures prescribed by this Procedure.

## CHAPTER II Licensing Process

### General

3. The applicant must complete the forms provided in Annex A or Annex B of this procedure with the attachment of all required documents.
4. Review of Licensing for persons shall be based on the individual's academic credentials, training and experience. Every supporting document set out in Annex D of this Procedure shall be attached with the application.
5. Review of licensing for organizations shall be based on academic credentials, training and experience of the Key Consultants in addition to soundness in the management of the organization, and fully complying with the company registration system stipulated by the concerned Ministry. And also based on the interview and evaluation of presentation for the area of expertise they applied if necessary. Every supporting document set out in Annex D of this Procedure shall be attached with the application.
6. Application fees payable to the Department in accordance with Article 17 of this Procedure shall be accompanied by the application by each applicant. The validation of each licensing fee is only three (3) years.

7. The Department shall make a final decision of the licensing with the guidance of the Ministry after being its recommendation by a Licensing Review Board-LRB to the Applicant within sixty (60) working days. The license will be given to the **personal** and organizational applicant with the guidance of the Ministry by the Department upon the successful licensing.
8. The Ministry reserves the right to grant special permission to any third person and organization regarded as the licensees at one time only for a specific project if the Ministry acknowledges that extraordinary events which are unavoidable and beyond the scope of this Procedure, and the applicants **obviously guarantee the qualification** to undertake the IEE/EIA/EMP studies.

#### **Licensing Review Board**

9. **The Department with guidance of the Minister shall form LRB comprising of the senior officials from the relevant organizations related to the Annex F of this Procedure prescribes the rules of LRB i.e. the Organizational Structure, Duty and Responsibility for examining applications, review and issuance of the license to qualified applicants, and suspending or cancelling licensee who does not abide by the legislation in accordance with the relevant rules and regulations.**

#### **License upgrading and updating**

10. Where the licensee seeks upgrading of the licensing category (i.e. from Associate EIA Consultant to EIA Consultant, or EIA Consulting Organization Type B to EIA Consulting Organization Type A) prior to the expiry date of the license, the person/organization shall follow the process in accordance with Article 3 to Article 6 of this Procedure. The license of the current category will be voided and the license of the new category will be delivered to the applicant with successful licensing. The license of the current category will be sustained until the expiry date if the license for upgrading is unsuccessful.
11. Prior to the issuance of this Procedure, if any certificate/endorsement for transitional registration issued by the Department in accordance with Article 17 (a) of EIA Procedure, those certificate/ endorsement will be voided after six (6) months from the date of issuance of this Procedure unless the transitional registration is not updated to regular licensing in accordance with this Procedure. At the timing of issuance of this Procedure, LRB will review all already-submitted materials of the licensing from the licensed person/organization whether the person/organization comply with the

necessary requirements set out in this Procedure. The Department shall notify the result of the review and the necessary guidance on how to update the licensing status to the person/organization.

### **License renewal**

12. Licensees are permitted to renew licenses for a successive period of three (3) years upon expiry of the licensing period.
13. License renewal applications with renewal fees should be submitted to the Department at least three (3) months before a license expiry date. The renewal applications shall be at least all requirements set out in Annex A and Annex B of this procedure. Submission of the Portfolio of Work set out in Annex D of this procedure is optional for license renewal; however, those materials will be taken into account for upgrading their current license category. LRB shall review again the submitted documents by the applicant and the Department makes a decision about its acceptability of license renewal within thirty (30) working days.
14. Any changes of the personal information of the licensed consultants prescribed by Article 3 of this Procedure shall be submitted to the Department within one (1) month from the date of occurrence.
15. Any institutional changes of the licensed organizations such as bankruptcy, mergers and acquisitions, change of organization name, change of Key Consultants (e.g. resignation, retirement) and closure of the service, shall be submitted to the Department within one (1) month from the date of occurrence. The Department may require additional information so as to determine whether the change is critical for sustaining the license.
16. Regardless of the renewal review period in accordance with Article 13 of this Procedure, the renewal license shall become valid from the next day of its expiration.

### **Application Fees and Licensing Fees**

17. The structure of the application fee for processing the application procedure and the licensing fee for sustaining the licensing procedure is determined and published by the Ministry. The Ministry may change those fees at any time with a public announcement.

18. The application fee will not be refunded although the candidate fails to meet the criteria for a particular category.
19. The licensing fee is required for initial application and renewal of the license.

### **Cancellation of License**

20. The license may be suspended or cancelled by the Department in accordance with the guidance of Ministry by the recommendation of LRB as per Article 20 of EIA Procedure (2015) if serious deficiencies are found in the licensee as follows:
  - a) Violation to any provision of the existing Laws;
  - b) The license which appears deviated from the relevant provisions of the Environmental Conservation Law, Rules, and EIA Procedure;
  - c) Not complying with the minimum requirements of this Procedure and deviation from information in any licensing certificate (including temporary, transitional);
  - d) Submission of false or misleading the application or in subsequent submissions to the Department;
  - e) Improper use of Licensing Accreditation mark;
  - f) Undertaking changes in the applications of EIA consultants and consulting firms for the licensing process without the approval of the Department;
  - g) Failure to report any changes of provided information for licensing;
  - h) Using fraudulent practices by the applicants (e.g. improper submission of false or misleading information, falsification of personal records or data, submission of disapproved EIA reports or reporting of incomplete EIA reports to the Department, fraudulent submission of EIA and IEE reports which are inconsistent with the Annex C “licensing criteria and requirements” and unauthorized of licensing certificates;
  - i) Non- payment of applicable fees;
  - j) Violation of the Code of Conduct for the EIA Consulting Organizations set out in Annex B of this Procedure;
  - k) Violates to any other condition deemed appropriate, considered by the Department;
  - l) Any licensee no longer meets the minimum requirements of the licensing due to any critical circumstances determined by the Department and LRB;
  - m) Significant failures repeatedly in the submitted EIA and IEE reports by using Improper ways (e.g. illegal copying, no or little following comments and recommendations by the Department, using inaccurate data, not undertaking public consultations nor publishing the reports in reality, and so on);
  - n) Serious deficiencies included in undertaking the assessment and without



amendment in accordance with the generally accepted standards or laws, rules, EIA procedure or related existing laws, rules, procedure, required parameter data referred in EIA and IEE reports are not verified in the nationally and internationally certified laboratories and not undertaking the field survey in ~~practical~~.

(o) Baseline data collected for the impact assessment are significantly different from the real condition (or) the real conditions mentioned in the report are inappropriate.

21. The decision for the suspension or the cancellation shall be taken by the Department in accordance with the guidance of the Ministry by the recommendation of LRB, and notification of suspension or cancellation of registration shall be issued.

22. The Department shall notify the license holders of the ways of warning when the case falls under Article 20 prior to execution of suspension and cancellation of the license in accordance with Article 21.

### **Temporary License**

23. The Department reserves the right to issue a temporary license to any applicants who do not fully meet the requirements set out by Annex C of this Procedure, within one (1) year after the date of issuance of this Procedure, however the applicants are regarded as the qualified persons/organization to undertake any IEE/EIA study. The temporary license will be voided one (1) year after the date of its decision making. The effective period of the temporary license can be extended only once for another one (1) year as deemed necessary.

### **Confidentiality**

24. All information and material submitted to the Department are confidential. However, for the purpose of ensuring the provision of sufficient information to potential users, such as project developer, project affected persons; the Department may disclose relevant information in a proper way.

## **CHAPTER III**

### **Licensing Criteria and Requirements**

25. Licensing is open to persons and organizations, and divided into four categories namely, EIA Consultant, Associate EIA Consultant, EIA Consulting Organization Type A, and Type B. Applicants may apply for any licensing category appropriate to their skills and experience.

26. Licensing category, criteria and requirements are determined in Annex C of this procedure.
27. Applicants of EIA Consultant shall have at least three (3) years' experience in EIA, IEE studies and be involved in EIA, IEE studies on a regular basis. The academic experience prescribed in Annex C of this procedure can be counted as EIA experience in the case where the applicant matches an Area of Expertise listed in Article 59 of this Procedure. The professional training may be also counted as EIA experience with additional verification of the Department.
28. Applicants of Associate EIA Consultant shall have at least two (2) years' experience in EIA, IEE and be actively involved in EIA, IEE studies on a regular basis. The academic experience prescribed in Annex C of this procedure can be counted as EIA experience in the case where the applicant matches an Area of Expertise listed in Article 59 of this Procedure. The professional training may be also counted as EIA experience with additional verification of the Department.
29. Applicants of EIA Consulting Organization Type A shall have, at least, two (2) Key Consultants equivalent to the EIA Consultant category. The license holders of EIA Consultant category in the Organization in accordance with Article 27 of this Procedure shall be accepted as the Key Consultant(s).
30. Applicants of EIA Consulting Organization Type B shall have, at least, two (2) Key Consultants equivalent to the Associate EIA Consultant category or the superior category. The license holders of Associate EIA Consultant category in the Organization in accordance with Article 28 of this Procedure shall be accepted as the Key Consultant(s).
31. Applicants however rejected for EIA Consultant category who qualified the minimum requirements for Associate EIA Consultant category will be considered to issue the license as Associate EIA Consultant category.
32. Applicants however rejected for EIA Consulting Organization Type A category who qualified the minimum requirements for EIA Consulting Organization Type B category will be considered to issue the license as EIA Consulting Organization Type B category.

### **Non-Citizenship registration**

33. For the registration of any foreigners or foreign third organizations who apply for the associate EIA consultant, EIA consultant, EIA consulting organization Type A or Type B, in addition, the following requirements must be satisfied. The qualified applicants shall:
- a) Have valid certificates that issued by their native countries or any accredited international organizations to carry out EIA studies in their approval fields only;
  - b) Have in-depth knowledge of the existing rules and regulations necessary for conducting EIA, IEE and stand-alone EMP studies and follow them;
  - c) Have national citizen of Myanmar in one of two key consultants for EIA consulting Organization type A and Type B where the applicant is an organization; and **have the sub-office in Myanmar.**
  - d) **Submit the application with a copy of the valid work permit or stay permit (or an alternative certificate) issued by the Myanmar Government for foreign experts who applied for long term registrations or long staying in Myanmar, and also attach the application with a copy of competent certificate for the related subject issued by the relevant country or organization.**

### **Portfolio of Work**

34. Applicants for any licensing category must submit a Portfolio of Work to the Department including the relevant documents determined by Annex D of this procedure to which the applicant has contributed.

### **Team Leading**

35. The team leader shall have a team-leading experience or a team leading expertise, where the consultant is appointed as the team leader. The requirement of Team Leading is determined in Annex C of this Procedure.

### **Personal Attributes**

36. Applicants should be able to demonstrate the personal attributes necessary for conducting studies of EIA or IEE Type Project. Desirable personal attributes are:
- a) Competence in clearly and fluently expressing concepts and ideas, orally and in writing;
  - b) Good interpersonal skills;
  - c) Independence, strong motivation and objectivity when undertaking consultancy responsibilities;
  - d) Personal organization skills necessary to conduct the environmental assessment effectively and efficiently;

- e) The ability to make a professional judgment based on study findings;
- f) The ability to react with sensitivity to the conventions and culture of the organization, site or region in which the study works are performed.

### **Code of Conduct**

- 37. All applicants are obliged to improve the standing of the consultancy profession by rigorously observing the Code of Conduct determined in Annex A and Annex B of this procedure. Failure to do so may result in suspension or withdrawal of license.

## **CHAPTER IV**

### **Roles and Responsibilities**

#### **Study Team Composition**

- 38. Only the Study team comprising the required number of consultant(s) in accordance with Article 39 and Article 40 of this Procedure is eligible to carry out the assessment for EIA or IEE Type Project.
- 39. A study team for EIA Type Projects shall have, at least, two (2) licensed consultants composed of person(s) as EIA Consultant category and/or key consultant(s) equivalent to EIA Consultant category, and Associate EIA Consultant category in the respective fields of areas including a team leader whose expertise shall cover the major environmental and social issues of the Proposed Project and associated EIA consultant or Experts prescribed in Article 59.
- 40. In a study team for IEE Type Projects, a team leader whose expertise shall cover the major environmental and social issue of the Proposed Project determined by the Department, and the team may include at least two (2) Licensed consultants, composed of person(s) as associate EIA category and / or key consultant(s) equivalent to associate EIA consultant category or key consultant greater than associate EIA consultants and the other experts whose expertise is prescribed in accordance with Article 59.
- 41. Where the study team led by foreign people and organizations is formed, it should include Myanmar nationals with at least one-third of its members who are license-holders for the respective fields with sufficient expertise of the major environmental and social issues of the proposed project and they should be from different areas of expertise.

42. Where the project falls under Article 8 of the EIA Procedure i.e. the project which already exists or pre-construction or construction has been already commenced prior to the issuance of the Procedure, the study team which includes at least two (2) associate EIA consultant or Key consultant is only eligible to undertake environmental and/or social compliance audit and to develop a standalone EMP.

#### **EIA Consultant and Associate EIA Consultant**

43. General duties of the consultant(s) licensed as EIA Consultant category shall include the following tasks:
- a) To conduct the studies of EIA Type Project based on the scope of study or approved TOR;
  - b) To guide the unlicensed members within the study team;
  - c) To prepare a draft for the related sections and the final version of the EIA or IEE report shall be thoroughly examined;
  - d) To attend and reply the acceptable response at the Review Team Meeting; and
  - e) To revise and update the EIA or IEE report based on the comments from the Ministry, the EIA report review body, and/or other relevant stakeholders.
44. General duties of the consultant(s) licensed as Associate EIA Consultant category shall include the following tasks:
- a) To assist the consultant(s) licensed as EIA consultant in carrying out the studies under its supervision of the EIA consultant(s) when the consultant(s) is/are assigned to the study team and to take part in conducting at least one component of the report selected from the area of expertise in accordance with Article 59;
  - b) To guide unlicensed members within the study team;
  - c) To prepare a draft for the related sections and the final version of the IEE report shall be thoroughly examined; and
  - d) To revised and update the IEE report based on the comments from the Ministry and/or other relevant stakeholders.

#### **EIA Consulting Organization Type A**

45. General duties of the Key Consultants in the Organizations licensed as EIA Consulting Organization Type A shall include the following tasks:
- a) To conduct the studies of EIA Type Project based on the scope of study or approved TOR that shall fully cover the potential impacts of the proposed projects in accordance with existing Laws, Rules, Procedures and Guidelines, or

- the studies of IEE Type Project;
- b) To prepare a draft for the entire sections of the report to be submitted and the final version of the EIA or IEE report must be thoroughly examined;
  - c) To attend and reply the acceptable response at the Review Team Meeting; and
  - d) To revise and update the EIA or IEE report based on the comments from the Ministry, the EIA report review body, and/or other relevant stakeholders.
46. The Organizations licensed as EIA Consulting Organization Type A shall fulfill the following duties:
- a) To secure the qualification and the number of the consultants in the Organization including the licensed consultants in accordance with Article 29 of this Procedure;
  - b) To provide a necessary backup for the consultant(s) in the study team dispatched from the Organization; and
  - c) To bear the ultimate responsibility of the quality control aspects of the output, particularly in terms of information coordination and report presentation.

#### **EIA Consulting Organization Type B**

47. General duties of the Key Consultants in the organizations licensed as EIA Consulting Organization Type B shall include the following tasks:
- a) To conduct the studies of IEE Type Project;
  - b) To prepare a draft for the entire sections of the report to be submitted and the final version of the IEE report must be thoroughly examined; and
  - c) To revise and update the IEE report based on the comments from the Ministry, and/or other relevant stakeholders.
48. The Organizations licensed as EIA Consulting Organization Type B shall fulfill the following duties:
- a) To secure the qualification and the number of the consultants in the Organization including the licensed consultants in accordance with Article 30 of this Procedure;
  - b) To provide necessary backup for the consultant(s) in the study team dispatched from the Organization; and
  - c) To bear the ultimate responsibility of the quality control aspects of the output from the consultant(s) in the Organization, particularly in terms of information coordination and report presentation.

### **Team Leader**

49. The license holders are only eligible to become a team leader.
50. The study team leader has the following duties in the study team:
  - a) To provide recommendations on how to select team members to the Project Proponent based on the needs and nature of the prescribed activities;
  - b) To be responsible for ensuring that the selected team members are sufficiently competent to undertake the relevant studies;
  - c) To coordinate and assign tasks to the team members; and
  - d) To be responsible for the review result and **control the quality of report.**
51. Where a licensed consultant is appointed as the team leader in the study team not belonging to any licensed Organization such as EIA Consulting Organization Type A and Type B, the consultant shall fulfill the responsibility of the quality control aspects of the output, particularly in terms of information coordination and report presentation.

### **Project Proponents**

52. **The Project Proponents are responsible for selecting the required number of license holders from the recent list of licenses of third person or organization published by the Department. The expertise of the license holders for a proposed project shall be fully covered for its implementation of the assessment prescribed in EIA Procedure.**
53. Selection shall be based on competency and experience of the consultant. The area of expertise of the study team shall fully cover significant impacts ~~likely caused by the Proposed Project.~~
54. The Project Proponent shall provide relevant specific information about its Proposed Project which may influence the assessment and study findings.
55. **The Project Proponent shall read the report and acknowledge that the concerned group including the Project Affected People understand and agree with the proposed mitigating measures.**

### **Other members**

56. **Other members are allowed to be involved in the study team for EIA, IEE and stand-alone EMP project so as to support the study works. Although the following members do not have to be licensed in the licensing process, they shall be under the**

supervision of the Team Leader:

- a) Unlicensed specialists / experts for the remaining areas of the study that the licensed consultants in accordance with Article 38 do not cover;
- b) Technical Assistants;
- c) Coordinators;
- d) Secretaries; and
- e) Laboratory staff (i.e. outsourcing)

## **CHAPTER V**

### **Areas of Expertise**

57. The applicants for EIA Consultant, Associate EIA Consultant, and Key Consultants of Consulting Organization Type A and Type B are allowed choosing a maximum of four (4) areas of expertise from the list in accordance with Article 59 of this Procedure.
58. All applicants are allowed to indicate any other fields not listed in the Area of Expertise, which may be relevant in studies for EIA and IEE Project.
59. Areas of expertise with Annex E for studies of EIA and IEE Project are indicated as follows:
  - a) Air Pollution Prevention, Monitoring, and Control;
  - b) Archaeological and Cultural Heritage and Material Historical Assets;
  - c) Ecology and Biodiversity;
  - d) Economic Valuation and Economic Analysis;
  - e) General Environmental Management;
  - f) Geology and Soil;
  - g) Health Impact Assessment (Occupational Health and Safety);
  - h) Hydrology, Ground Water and Modeling;
  - i) Land use;
  - j) Legal Study and Analysis;
  - k) Meteorology, Air Quality Modeling, and Prediction;
  - l) Natural Resource Management;
  - m) Noise and Vibration;
  - n) Risk Assessment and Hazard Management;
  - o) Social Study and Analysis;
  - p) Waste Management;
  - q) Water Pollution Prevention, Control, and Prediction of Impacts; and
  - r) Others



## CHAPTER VI

### Appeal

60. In cases where the license is suspended or canceled in accordance with Article 20 of this Procedure, the Licensee is entitled to appeal in writing. The appeal must be received by the Ministry within one (1) month from the date of suspension or cancellation letter issued by the Ministry. The Ministry will investigate the appeals through interviews of the applicants and the Department and make a final decision on the case.
61. The Licensing Review Board with guidance of the department shall report to the Ministry whether the appeal is accepted or rejected by undertaking reviewing the documents and **surveillance assessment** to the license holders whose licenses are suspended or rejected.

- Annex A Licensing Form for Person
- Annex B Licensing Form for Organization
- Annex C Licensing Criteria and Requirements
- Annex D Format for Portfolio of Work
- Annex E Areas of Expertise
- Annex F Licensing Review Board Formation, Roles and Responsibilities
- Annex G Organization Structure of LRB and Licensing Process Flowchart

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**ANNEX A**  
**LICENSING FORM FOR PERSON**

**SECTION A – PERSONAL INFORMATION**

<b>Category of licensing</b> <i>(Please tick only one selected field in shaded box).</i>	<input type="checkbox"/>	<b>EIA Consultant</b>				
	<input type="checkbox"/>	<b>Associate EIA Consultant</b>				
Category of application:	<input type="checkbox"/>	New	<input type="checkbox"/>	Renewal	<input type="checkbox"/>	Updating licensed information
Your license number (Renewal or updating only)						
Full Name (Surname, Given name)						
Courtesy Title (Prof, Dr, Mr., Mrs., Ms)						
Date of birth						
Identity card number (Citizen in Myanmar)*						
Passport number (Foreigners only)*						
Organization						
Job Title						

\* A copy of ID card or Passport must be attached to this form.

**WORK/ OFFICE Address:**

Postcode:	Country:
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<b>Contact Information :</b>	
Telephone (work):	E mail
Fax (work):	Mobile phone

**Area of expertise**  
(i) Applicant should select one (1) and up to four (4) areas from the list provided in Article 59. Additional relevant fields not shown on the list can also be indicated.

(i)	Area of Expertise (in accordance with Article 59)
(ii)	a) Air Pollution Prevention, Monitoring, and Control; b) Archaeological and Cultural Heritage and Material Historical Assets; c) Ecology and Biodiversity; d) Economic Valuation and Economic Analysis;
(iii)	e) General Environmental Management; f) Geology and Soil; g) Health Impact Assessment; h) Hydrology, Ground Water and Modeling; i) Land use;
(iv)	j) Legal Study and Analysis; k) Meteorology, Air Quality Modeling, and Prediction; l) Natural Resource Management; m) Noise and Vibration; n) Risk Assessment and Hazard Management; o) Social Study and Analysis; p) Waste Management; q) Water Pollution Prevention, Control and Prediction of Impacts; and r) Others

**Team Leading Experience**  
If you have Team Leading experience, up to 3 cases can be described here:

Duration	Summary of experience

Further explanation of your expertise (optional)

## SECTION B: ACADEMIC QUALIFICATIONS

Year Started	Year completed	Full or part time	Training Institution	Title of degree / certificate	Major areas

\*Please ensure copies of certificates or any proof of the academic qualification are enclosed. If that supporting evidence is written in other than Myanmar or English language, those shall be provisionally translated into Myanmar or English language.

## SECTION C: WORKING EXPERIENCE

Period	Organization or client	Position	Responsibilities	Verification Source

## SECTION D: DECLARATION

I hereby apply for licensing and agree to observe and abide by the Code of Conduct specified in the final part of this form. I certify that the statements contained in this form and the supporting evidence are correct to the best of my knowledge and belief.

<b>Signature :</b>	<b>Date :</b>

### CODE OF CONDUCT

All EIA Consultants and Associate EIA Consultants are obliged to improve the standing of the environmental impact assessment profession by rigorously observing the following Codes of Conduct. Failure to conform may result in suspension or delicensing. All licensees shall:

*act professionally, accurately and in an unbiased manner;*

*Strive to increase the competence and prestige of the environmental impact assessment profession;*

*Assist those under my supervision (if relevant) in developing their management, professional and environmental impact assessment skills;*

*Not represent conflicting or competing interests and to disclose to any client or employer any relationship that may influence my judgment;*

*Not accept any inducement, commission, gift or any other benefit from any interested party or knowingly allow colleagues to do so;*

*Not intentionally communicate false or misleading information that may compromise the integrity of any EIA / IEE study; and*

*Not act in a manner detrimental to the reputation of any of the stakeholders including the Ministry and the client.*

*Continually strive for improvement in the proficiency, effectiveness and quality of EIA services using a combination of training and practical work, and contribute towards the goals of country development*

#### FOR OFFICE USE ONLY

<p>Date received:</p> <p>Recorded by:</p> <p>Additional comments, notes or recommendations (attached if necessary):</p>	<p>Attachment:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Copy of ID card or Passport</li> <li><input type="checkbox"/> Professional Resume</li> <li><input type="checkbox"/> Required EIA/IEE Reports</li> <li><input type="checkbox"/> Copies of certificate / any proof for academic credentials (written in or translated into Myanmar or English language) or statement of reasons of no submission</li> </ul>
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**ANNEX B  
LICENSING FORM FOR ORGANIZATION**

**SECTION A – ORGANIZATIONAL PROFILE**

<b>Category of licensing</b> (Please tick only one selected field in shaded box).	<input type="checkbox"/>	<b>EIA Consulting Organization Type A</b>				
	<input type="checkbox"/>	<b>EIA Consulting Organization Type B</b>				
Category of application:	<input type="checkbox"/>	New	<input type="checkbox"/>	Renewal	<input type="checkbox"/>	Updating licensed information
Licensing number of the organization (Renewal or updating only)						

**Information of the Representative of the Organization**

Full Name (Surname, Given name)	
Courtesy Title (Prof, Dr, Mr., Mrs., Ms)	
Position	
Date of birth	
Identity card number (Citizen in Myanmar)	
Passport number (Foreigners only)	

\* A copy of ID card or Passport shall be attached to this form.

\*\* A copy of the certificate of incorporation shall be attached to this form.

**Organizational Profile:**

Legal Name of Organization	
Company Registration Number issued by DICA	
Year Founded	
Asset***	
Web site Address (if any)	
Number of Employees	
Office address	Postcode: _____ Country: _____

\*\*\*Summarized asset information e.g. Capital, Stock price, etc. (Optional)

**Contact Information:**

Telephone (office):	E mail:
Fax (office):	Mobile phone:





## SECTION C: DECLARATION

I hereby apply for licensing and agree to observe and abide by the Code of Conduct specified in the final part of this form. I certify that the statements contained in this form and supporting evidence are correct to the best of my knowledge and belief.

<b>Signature (Representative of the Organization) :</b>	<b>Date :</b>

### CODE OF CONDUCT

The licensed organization is obliged to improve the standing of the environmental impact assessment profession by rigorously observing the following Codes of Conduct. Failure to conform may result in suspension or delicensing. All key consultants shall:

*Act professionally, accurately and in an unbiased manner;*

*Strive to increase the competence and prestige of the environmental impact assessment profession;*

*Assist those under my supervision (if relevant) in developing their management, professional and environmental impact assessment skills;*

*Not represent conflicting or competing interests and to disclose to any client or employer any relationship that may influence my judgment;*

*Not accept any inducement, commission, gift or any other benefit from any interested party or knowingly allow colleagues to do so;*

*Not intentionally communicate false or misleading information that may compromise the integrity of any EIA / IEE study; and*

*Not act in a manner detrimental to the reputation of any of the stakeholders including the Ministry and the client.*

*Continually strive for improvement in the proficiency, effectiveness and quality of EIA services using a combination of training and practical work, and contribute towards the goals of country development*

#### FOR OFFICE USE ONLY

Date received:	Attachment: <input type="checkbox"/> Copy of ID card or Passport of the Representative and every Key Consultant <input type="checkbox"/> Professional Resume of every Key Consultant <input type="checkbox"/> Required EIA/IEE Reports
Recorded by:	<input type="checkbox"/> Copies of certificate / any proof for academic credentials (written in or translated into Myanmar or statement of reasons of no submission <input type="checkbox"/> Copy of the certificate of incorporation
Additional comments, notes or recommendations (attached if necessary):	

## ANNEX C

### Licensing Criteria and Requirements

#### Section A: Person

Criteria	EIA Consultant	Associate EIA Consultant
(i) Academic credentials	Bachelor or superior degree in art, sciences, technology or engineering of the selected area from the Areas of Expertise	Bachelor or superior degree in art, sciences technology or engineering of the selected area from the Areas of Expertise
(ii) professional experience	Work experiences in particular fields	Work experiences in particular fields
(iii) EIA related experience *	Minimum (3) years.  <b><i>If less than three (3) years EIA experience, the following can be counted as equivalent EIA experience:</i></b> Master's degree - 2 years Doctor's degree - 3 years Professional training – training period	Minimum (2) year.  <b><i>If less than two (2) years' experience, the following can be counted as equivalent EIA experience:</i></b> Master's degree - 2 years Doctor's degree - 3 years Professional training – training period
(iv) (Optional) Team Leading **	A study for EIA or IEE project to which you contributed as the team leader or support for team leader, or Experience of a professional/academic training for Team Leading or Team Management.	A study for EIA or IEE project to which you contributed as the team leader or support for team leader, or Experience of a professional/academic training for Team Leading or Team Management.
(v) Minimum number of the most relevant reports on the area of expertise which you selected from the Areas of Expertise in accordance with Article 59***	Minimum two (2) EIA reports or EIA level study reports plus two (2) EIA/IEE reports****, which are written in Myanmar or English, and officially approved by any authority in any country recognized by the Ministry.	Minimum two (2) EIA/IEE reports**** or EIA/IEE level study reports, which is written in Myanmar or English, and officially approved by any authority in any country recognized by the Ministry.

\* A certificate of your academic experience and professional training shall be attached the form of Annex A or B.

\*\* The team leading experience is required to become the Team leader in the study team in accordance with Article 35.

\*\*\* The documents are not written in Myanmar or English; the documents must be translated into Myanmar or English.

\*\*\*\*The acceptable reports shall be: 1) IEE/EIA reports with an issued ECC by the Ministry; 2) IEE/EIA reports with an issued Approval Letter by the Ministry; 3) EIA report regarded as to be approved by the Review Members after holding the EIA Report Review Meeting at least once; and/or 4) IEE reports regarded as to be approved by the Department with the initial comments and satisfying the minimum requirements stipulated in the EIA Procedure. Reports conducted as stand-alone EMP according to Rule55 (a) although they need to undertake EIA in accordance with type and size prescribed in the EIA procedure Annex (A).

## Section B: EIA Consulting Organization Type A

Criteria	Requirement
(i) Minimum number of Key Consultants in the Organization	Minimum two (2) Key Consultants equivalent to EIA Consultant in accordance with Article 29 of this procedure. Where the applicant is a foreign organization, at least one Myanmar local consultant shall be included for respective area from <b>the three areas of expertise which must be included in EIA report.</b>
(ii) Academic credentials and/or professional experience of the Key Consultants	Bachelor or superior degree in art, sciences, technology or engineering of the selected area from the Areas of Expertise
(iii) EIA related experience of the Key Consultants *	Minimum three (3) years' experience and academic experience related to EIA field can be counted as EIA experience i.e. M.S. as 2 years and Ph.D. as 3 years, respectively. Professional training can be counted as the EIA experience.
(iv) Minimum number of the approved report or academic paper on EIA / IEE **	Minimum four (4) EIA reports or EIA level study report plus four (4) EIA or IEE reports***, which are written in Myanmar or English, and officially approved by any authority in any country recognized by the Ministry or which are under the approval process.
(v) Company registration	<b>Fully complying with the company registration system stipulated by the Ministry of National Planning and Economic Development</b>

\* A certificate of your academic experience and professional training shall be attached the form of Annex B

\*\* The documents are not written in Myanmar or English; the documents must be translated into Myanmar or English.

\*\*\*The acceptable reports shall be: 1) IEE/EIA reports with an issued ECC by the Ministry; 2) IEE/EIA reports with an issued Approval Letter by the Ministry; 3) EIA report regarded as to be approved by the Review Members after holding the EIA Report Review Meeting at least once; and/or 4) IEE reports regarded as to be approved by the Department with the initial comments and satisfying the minimum requirements stipulated in the EIA Procedure. Reports conducted as stand alone EMP according to the Rule55(a) although they need to undertake EIA in accordance with type and size prescribed in the EIA procedure Annex (A).

## Section C: EIA Consulting Organization Type B

Criteria	Requirement
(i) Minimum number of Key Consultants in the Organization	Minimum two (2) Key Consultants equivalent to Associate EIA Consultant in accordance with Article 30 of this procedure. Where the applicant is a foreign organization, at least one Myanmar local consultant shall be included for respective area from three areas of expertise which must be included in EIA report.
(ii) Academic credentials	Bachelor or superior degree in art, sciences, technology or engineering of the selected area from the Areas of Expertise
(iii) EIA related experience *	Minimum two (2) years' experience and academic experience related to EIA field can be counted as EIA experience i.e. M.S. as 2 years and Ph.D. as 3 years, respectively. Professional training can be counted as the EIA experience.
(iv) Minimum number of the approved report or academic paper on EIA / IEE *	Minimum four (4) EIA/IEE reports*** or EIA/IEE level study reports, which are written in Myanmar or English, and officially approved by any authority in any country recognized by the Ministry or which are under the approval process.
(v) Company registration	Fully complying with the company registration system stipulated by the Ministry of National Planning and Economic Development

\* A certificate of your academic experience and professional training shall be attached the form of Annex B

\*\* The documents are not written in Myanmar or English; the documents must be translated into Myanmar or English. The acceptable reports shall be: 1)

\*\*\*IEE/EIA reports with an issued ECC by the Ministry; 2) IEE/EIA reports with an issued Approval Letter by the Ministry; 3) EIA report regarded as to be approved by the Review Members after holding the EIA Report Review Meeting at least once; and/or 4) IEE reports regarded as to be approved by the Department with the initial comments and satisfying the minimum requirements stipulated in the EIA Procedure. Reports conducted as stand-alone EMP according to the Rule55(a) although they need to undertake EIA in accordance with type and size prescribed in the EIA procedure Annex (A).

**ANNEX D**  
**FORMAT FOR PORTFOLIO OF WORK**

**SECTION A: EIA CONSULTANT**

**PORTFOLIO CONTENTS**

1. Professional Resume-----experience in a particular professional field
2. EIA related experience: Samples of Work - Samples can be taken from the documents with a soft copy or a hard copy of each document. The minimum number of requirements is equivalent to two (2) EIA reports or EIA level study reports plus two(2) EIA or IEE reports to which you have contributed as follows:

Document type	Contents	Remarks
EIA report	(i) Cover of the report (ii) Table of Contents (iii) A relevant page(s) describing your responsibility for the study, or a verification from a team member of the study	If the report is not written in Myanmar or English, then the relevant pages must be translated.
	(iv) Relevant page(s) to which you contributed	
IEE report	(i) Cover of the report (ii) Table of Contents (iii) A relevant page(s) describing your responsibility for the study, or a verification from a team member of the study	
	(iv) Relevant page(s) to which you have contributed	

**3. Document list to be submitted**

No.	Document Type *	Title of the report	Exact pages/section on the EIA/IEE reports to which you contributed	Filename or URL of the document **	Verification of the EIA/IEE reports (Name/signature) ***

\*Document type can be EIA report or IEE report.  
 \*\* Describe the exact file name or URL address when those are valid to obtain the copy of the document.  
 \*\*\*If the EIA or IEE Reports do not have any pages describing your responsibility for the study, verification (name and signature) by a team member of the study or the client shall be required.

**SECTION B: ASSOCIATE EIA CONSULTANT**

**PORTFOLIO CONTENTS**

1. Professional Resume experience in a particular professional field
2. EIA related experience: Samples of Work - Samples can be taken from the documents with a soft copy or a hard copy of each document. The minimum number of requirements is equivalent to two (2) EIA / IEE reports or EIA / IEE level study reports to which you have contributed as follows:

Document type	Contents	Remarks
EIA report	(i) Cover of the report (ii) Table of Contents (iii) A relevant page(s) describing your responsibility for the study, or a verification from a team member of the study (iv) Relevant page(s) to which you have contributed	If the report is not written in Myanmar or English, then the relevant pages must be translated.
IEE report	(i) Cover of the report (ii) Table of Contents (iii) A relevant page(s) describing your responsibility for the study, or a verification from a team member of the study (iv) Relevant page(s) to which you have contributed	

**3. Document list to be submitted**

No.	Document Type *	Title of the report	Exact pages/section on the EIA/IEE reports to which you contributed	Filename or URL of the document **	Verification of the EIA/IEE reports (Name / signature) ***

\* Document type can be EIA report or IEE report.  
 \*\*Describe the exact file name or URL address when those are valid to obtain the copy of the document.  
 \*\*\* If the EIA or IEE Reports do not have any pages describing your responsibility for the study, verification (name and signature) by a team leader of the study or the client shall be required.



**SECTION C: EIA CONSULTING ORGANIZATION TYPE A**

**PORTFOLIO CONTENTS**

1. Professional Resume of every Key Consultant Professional Resume experience in a particular professional field
  
2. EIA related experience: Samples of Work - Samples can be taken from the documents with a soft copy or a hard copy of each document. The minimum number of requirements is equivalent to four (4) EIA reports or EIA level study reports plus four (4) EIA or IEE reports to which the key consultants have contributed as follows:

Document type	Contents	Remarks
EIA report	(i) Cover of the report (ii) Table of Contents (iii) A relevant page(s) describing your responsibility for the study, or a verification from a team member of the study (iv) Relevant page(s) to which you have contributed	If the report is not written in Myanmar or English, then the relevant pages must be translated.
IEE report	(i) Cover of the report (ii) Table of Contents (iii) A relevant page(s) describing your responsibility for the study, or a verification from a team member of the study (iv) Relevant page(s) to which you have contributed	

**3. Document list to be submitted**

No.	Document Type *	Title of the report	Exact pages/section on the EIA/IEE report to which you have contributed	Filename or URL of the document **	Verification of the EIA/IEE report (Name / signature) ***

\* Document type can be EIA report or IEE report.  
 \*\*Describe the exact file name or URL address when those are valid to obtain the copy of the document.  
 \*\*\* If the EIA or IEE Reports do not have any pages describing your responsibility for the study, verification (name and signature) by a team member of the study or the client shall be required.

**SECTION D: EIA CONSULTING ORGANIZATION TYPE B**

**PORTFOLIO CONTENTS**

1. Professional Resume of every Key Consultant Professional Resume experience in a particular professional field
2. EIA related experience: Samples of Work - Samples can be taken from the documents with a soft copy or a hard copy of each document. The minimum number of requirements is equivalent to four (4) EIA / IEE reports or EIA / IEE level study reports to which the key consultants have contributed as follows:

Document type	Contents	Remarks
EIA report	(i) Cover of the report (ii) Table of Contents (iii) A relevant page(s) describing your responsibility for the study, or a verification from a team member of the study (iv) Relevant page(s) to which you have contributed	If the report is not written in Myanmar or English, then the relevant pages must be translated.
IEE report	(i) Cover of the report (ii) Table of Contents (iii) A relevant page(s) describing your responsibility for the study, or a verification from a team member of the study (iv) Relevant page(s) to which you have contributed	

**3. Document list to be submitted**

No.	Document Type *	Title of the report	Exact pages/section on the EIA/IEE report to which you have contributed	Filename or URL of the document **	Verification of the EIA/IEE report (Name / signature) ***

\* Document type can be EIA report or IEE report.

\*\*Describe the exact file name or URL address when those are valid to obtain the copy of the document.

\*\*\* If the EIA or IEE Reports do not have any pages describing your responsibility for the study, verification (name and signature) by a team member of the study or the client shall be required

## ANNEX E

### AREAS OF EXPERTISE

Functional Area	Educational Background	Specific Experiences (at least, one area is required)
Air Pollution Prevention, Monitoring & Control	<ul style="list-style-type: none"> <li>• Diploma/ Graduation/ Post-grad/ Doctorate in Environmental Studies, Environmental Science, Environmental Planning and Management, Environmental Engineering, Physics, Meteorology, Engineering in Chemical, Mechanical, Civil, and others engineering relevant to ambient air</li> <li>• Professional course/training in air pollution prevention, meteorology, ambient air monitoring, and control</li> </ul>	<p><b>Experiences in Air Pollution Monitoring</b></p> <ul style="list-style-type: none"> <li>• Meteorological data collection and analysis e.g. wind speed, wind direction, relative humidity, wet &amp; dry bulb temperature, rainfall and so on.</li> <li>• Ambient air quality data collection and analysis e.g. suspended PMs, respirable PMs, SO<sub>2</sub>, NO<sub>x</sub>, CO, Hydrocarbons &amp; other relevant parameters including VOCs, and so on.</li> <li>• Stack monitoring e.g. PMs, SO<sub>2</sub>, NO<sub>x</sub> &amp; other relevant parameters</li> <li>• Assessment of Climate Change</li> <li>• Knowledge of international treaties related to air emissions</li> </ul> <p><b>Experiences in Air-Pollution Preventions &amp; Control</b></p> <ul style="list-style-type: none"> <li>• Reduction in process emissions at source, and fugitive emissions</li> <li>• Design of emission control system e.g. Identifying &amp; assessing quantum of emission as well as the most suitable control device</li> <li>• Design of air pollution control systems and their efficiencies e.g. interlocking control systems with production plants</li> <li>• Cost estimate and procurement for air prevention/control systems</li> </ul>
Archaeological & Cultural Heritage & Material Historic assets	<ul style="list-style-type: none"> <li>• Graduation/ Post-grad/ Doctorate in Cultural and Historical Field (Archaeology, Anthropology, Banking, and Finance for Land assessment field)</li> <li>• Area studies and professional training in cultural/historical field</li> </ul>	<ul style="list-style-type: none"> <li>• Archaeological, cultural, and historical study and analysis</li> <li>• Assessment of cultural/historical assets (incl. economic and academic evaluation)</li> </ul>

Ecology and Biodiversity	<ul style="list-style-type: none"> <li>• Graduation/ Post-grad/ Doctorate in Zoology, Botany, Forestry, Environmental Sciences, Environmental Studies, Forestry, Any other subject of Natural Science viz Micro-biology, Biotechnology, Biochemistry etc.</li> <li>• Professional training on ecology/ biodiversity from various industrial, infrastructural and other development works</li> <li>• Specialized training in the field of impact assessment on ecological monitoring</li> </ul>	<ul style="list-style-type: none"> <li>• Basic knowledge in taxonomy for resource inventory (flora and fauna) of the project area</li> <li>• Conducting ecological/ wildlife surveys</li> <li>• Preparation of status reports for endangered species of animals and plants</li> <li>• Experience of providing guidance and support for conservation of species and habitats</li> <li>• Understanding of policy, guidelines, and legislation related to ecological biodiversity conservation</li> <li>• Contribution to EIA documentation</li> </ul>
Economic valuation/ economic analysis	<ul style="list-style-type: none"> <li>• Graduation/ Post-grad/ Doctorate in Economics, Political Science, and Banking and Finance</li> <li>• Degree or professional training on Land and assets assessment, and Regional Studies</li> </ul>	<ul style="list-style-type: none"> <li>• Specific experiences on economic analysis e.g. cost-benefit analysis. Input-output analysis and so on.</li> <li>• Experience of land and assets assessment</li> <li>• Procurement (incl. cost estimation) of civil works, environmental study, and management</li> <li>• Environmental cost analysis (e.g. CVM, etc.) in any projects</li> <li>• Preparation of narrative and financial statements</li> </ul>
General environmental management;	<ul style="list-style-type: none"> <li>• Diploma/ Graduation/ Post-grad/ Doctorate in Environmental Studies, Environmental Science, Environmental Planning and Management, and Environmental relevant science including Physics, Chemistry, Microbiology, Bio-technology, Biochemistry, Hydrology, Environmental Engineering and so on.</li> </ul>	<ul style="list-style-type: none"> <li>• Experiences and understanding of EIA process in Myanmar e.g. scoping, screening, impact assessment, mitigating measures, monitoring, report writing, preparation of EMP, project management and so on.</li> <li>• Adequate knowledge of EIA related legislation in Myanmar</li> <li>• Environmental management of any fields e.g. Air pollution, water pollution, waste management, biodiversity and ecosystem, climate change, and so on.</li> </ul>
Geology and Soil	<ul style="list-style-type: none"> <li>• Diploma/ Graduation/ Post-grad/ Doctorate in Geology, Geotechnical Engineering, Surveying, Remote Sensing</li> </ul>	<ul style="list-style-type: none"> <li>• Experiences on analyses and description of Geology &amp; Geomorphology, Stratigraphy, Lithology, Seismic Analyses, Analyses and</li> </ul>

	<p>and GIS, Geophysics, Agricultural Science, Environmental Science, and other Engineering relevant fields</p> <ul style="list-style-type: none"> <li>• Professional training on Impact on soil &amp; geology from different types of development activities</li> </ul>	<p>characteristics of Soils, Land use capability assessment, construction of Geological and Soil maps, and so on.</p> <ul style="list-style-type: none"> <li>• Soil Contamination study incl. Soil Sampling Techniques, Productivity potential of Soils, Impact Study on Soils e.g. Due to leachate phenomena and air pollutant fallout and so on.</li> </ul>
Health impact assessment	<ul style="list-style-type: none"> <li>• Graduation/Post-grad/ Doctorate in Medicine and Surgery, Health Information Technology, Community Health, pharmacy, Nursing, Water Resources Engineering,</li> <li>• Professional training on the relevant fields mentioned above</li> </ul>	<ul style="list-style-type: none"> <li>• Work experience of any medically related fields</li> <li>• Specific experience of health impact assessment in any civil works</li> </ul>
Hydrology, Groundwater and modeling	<ul style="list-style-type: none"> <li>• Diploma/ Graduation/ Post-grad/ Doctorate in Geology, Hydrology, Environmental Sciences, Environmental Planning and Management, Environmental Studies, Water Resources Engineering</li> <li>• Engineering related fields such as Environmental Engineering, Professional training for survey and analysis on Groundwater and Hydrology</li> </ul>	<ul style="list-style-type: none"> <li>• Conducting hydrological data collection e.g. water flow measurement with a flow meter, pump tests on selected well and so on.</li> <li>• Data Analyses of Surface Hydrology incl. flow fluctuation, estimation of flow, setting up and interpretation of gauging station readings and so on.</li> <li>• Data Analyses of Groundwater incl. Design of network of groundwater table measurement, Computation of ground water flow rate and direction, Plotting of ground water contours, aquifer characteristics (e.g. permeability, transmissibility, storage coefficient, etc.), estimation of groundwater potential and recharge phenomenon, determination of impacts of withdrawal of groundwater and so on.</li> <li>• Preparation of water budget</li> </ul>
Land use	<ul style="list-style-type: none"> <li>• Diploma/ Graduation/ post-grad/ Doctorate in Urban Planning and Infrastructure Design, Architecture, Civil Engineering, Geography, Surveying, Remote Sensing and GIS, and any other fields relevant to</li> </ul>	<ul style="list-style-type: none"> <li>• Worked in generation and analysis of data related to land use pattern</li> <li>• Developed land use map of urban, semi-urban, rural and mixed areas</li> <li>• GIS-based land use development</li> </ul>

	<p>land use management</p> <ul style="list-style-type: none"> <li>• Professional training in Mapping and Spatial Planning (e.g. GIS and other computer application, remote sensing)</li> </ul>	<ul style="list-style-type: none"> <li>• Integration of land use related data/ information to environmental impacts</li> </ul>
Legal study and Analysis	<ul style="list-style-type: none"> <li>• Graduation/ Post-grad/ Doctorate in Law studies relevant to environmental field viz LL.B, LL.M</li> <li>• Lawyers</li> </ul>	<ul style="list-style-type: none"> <li>• Specific experiences (e.g. study and analysis, decision making, interpretation, drafting any environmental related laws, and so on) of international, regional and domestic legislation, treaties and regulations related to environment field</li> </ul>
Meteorology, Air Quality Modeling & Prediction	<ul style="list-style-type: none"> <li>• Graduation/ Post-grad/ Doctorate in Physics, Chemistry, Mathematics, Statistics, Meteorology, Air Pollution, Environmental Studies and so on.</li> <li>• Professional training on air quality modeling &amp; impact prediction</li> </ul>	<ul style="list-style-type: none"> <li>• Application of any air quality or meteorological models e.g. Source to receptor (point source, area source, line source, etc.), Receptor to source, use of air emission data monitored or from theoretical calculations, use of meteorological data field generated or from secondary sources, experiences in any source apportionment studies and so on.</li> <li>• Prediction of impacts on ground concentration level e.g. ground concentrations level, worst case ground concentrations level and so on.</li> <li>• Application of air quality model for any other purpose</li> </ul>
Natural Resource Management (Forestry, Fisheries, Minerals etc)	<ul style="list-style-type: none"> <li>• Graduation/ post-grad/ Doctorate in relevant to Natural Resource Management, e.g. Agricultural Science, Fisheries, Forestry, Mining, Water Resources Engineering, Engineering (Petroleum) and so on.</li> </ul>	<ul style="list-style-type: none"> <li>• Experiences of natural resource management in any activities e.g. planning of resource management, process management, waste management, procurement and cost estimate of that management, and so on.</li> </ul>
Noise/ Vibration	<ul style="list-style-type: none"> <li>• Diploma/ Graduation/ Post-grad/ Doctorate in Environmental Planning and Management, Environmental Engineering, Environmental Studies, Mechanical, Electrical and Civil Engineering, Physics, Mathematics, Statistics, and other relevant fields</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working in Acoustics Laboratory</li> <li>• Handling and data collection using noise/ vibration monitoring equipment</li> <li>• Experience in processing of data related to noise/vibration</li> <li>• Prediction (present &amp; future) of noise/vibration levels using relevant models insensitive or</li> </ul>

	<ul style="list-style-type: none"> <li>Professional training in Noise and Vibration measurement, prediction and control methods</li> </ul>	<p>specific areas e.g. residential areas, hospitals, educational institutions, religious places, commercial, community activities, urban traffic, highway traffic, railroad, aviation, commercial and industrial activities, and so on.</p> <ul style="list-style-type: none"> <li>Knowledge of control measures for vehicular noise, industrial noise, noise emanating from community activities, indoor noise, and so on.</li> </ul>
<p>Risk Assessment and Hazard Management</p>	<ul style="list-style-type: none"> <li>Diploma/ Graduation/ Post-grad/ Doctorate in Environmental Science, Environmental Planning and Management, Environmental Engineering, Environmental Studies, Civil Engineering, Chemistry, and other fields relevant to Risk Assessment and Management</li> </ul>	<ul style="list-style-type: none"> <li>Planning of a safety (Risk) management in any civil works</li> <li>Instruction/management of safety issues in any civil works</li> <li>Risk assessment of any civil works, petroleum development, and any other large-scale projects incl. (a) Identification of Hazards &amp; Hazardous Substances, (b) Risk and Consequence Analyses using latest software, (c) Preparation of Impact Diagrams, (d) Vulnerability Assessment, (e) Preparation of Onsite Emergency Preparedness Plan (f) Preparation of Offsite Disaster Management Plan, and so on.</li> </ul>
<p>Social Study and Analysis</p>	<ul style="list-style-type: none"> <li>Graduation/ Post-grad/ Doctorate in Anthropology and Psychology, Public Administration</li> <li>Professional Training on Social Impact Assessment Study in Rural/ Urban area for development projects</li> </ul>	<ul style="list-style-type: none"> <li>Design and develop format/ questionnaire on baseline survey and Impact Assessment Studies for specific issues related to environment and/ or social changes</li> <li>Compile, tabulated and assess data collected including demographic and socio-economy related data</li> <li>Understanding the policy, guidelines, Government plans and program on Community Development/ Rural Development</li> <li>Capacity to interact and develop rapport at the community level</li> <li>Facilitation/coordination for social and cultural activities of local populations</li> <li>Understanding of Socio-Economic status of both</li> </ul>

		tribal and non-tribal area
Waste Management	<ul style="list-style-type: none"> <li>• Diploma/ Graduation/ Post-grad/ Doctorate in Sanitary engineering sewage and waste management, management for soil and groundwater contamination, Water Resources Engineering, chemistry, and so on.</li> </ul>	<ul style="list-style-type: none"> <li>• Experiences of waste management in any projects e.g. planning and management for waste and sewage treatment plant, soil and groundwater contamination, and so on.</li> </ul>
Water Pollution Prevention, Control & Prediction of impacts	<ul style="list-style-type: none"> <li>• Diploma/ Graduation/ Post-grad/ Doctorate in Environmental Planning and Management, Environmental Engineering, Environmental Studies, Chemical Engineering, Civil Engineering, or other relevant Engineering, Physics, Chemistry, Botany, Zoology, Biochemistry Biotechnology, or other relevant subjects</li> <li>• Professional training on water pollution and control techniques</li> </ul>	<ul style="list-style-type: none"> <li>• Water Quality Monitoring</li> <li>• Water Quantity Monitoring e.g. Water auditing, water balance, and water budgeting and so on.</li> <li>• Water Conservation Planning</li> <li>• Developing Schemes for cascading use (recycle, reuse) of water</li> <li>• Identification &amp; Characterization of effluent streams with a view to segregating the same for grouping and initial treatment</li> <li>• Developing Physical, Chemical, Biological and other relevant types of water treatment systems</li> <li>• Water quality modeling for prediction of impacts of effluent discharge to receiving water bodies</li> </ul>



## ANNEX F

### Licensing Review Board (LRB) Formation, Roles and Responsibilities

#### Licensing Review Board Formation

1. The Department shall form the Licensing Review Board (LRB) in accordance with Article 9 of this Procedure with the guidance of Ministry, which is comprised of the following stakeholders:
  - (a) Chairperson of LRB;
  - (b) The key members of the LRB from the relevant Ministries and Universities/College related to the Licensing Review;
  - (c) The initial reviewers from the Department, responsible for the Licensing Review; and
  - (d) **The independent experts other than the above categories in this Section.**
2. The Department reserves a right to dissolve LRB and alter the composition of LRB members with the guidance of the Ministry.
3. The members of LRB may require making resignation, administrative leave or reinstatement of its duties under acknowledgment of the Department and the Ministry.

#### Roles and Responsibilities of the Licensing Review Board Members

4. The Chairperson of LRB shall bear the following responsibilities:
  - (a) To coordinate and put together a conclusion of the licensing review as LRB;
  - (b) To interview the applicants when deemed necessary in cooperation with the key members of LRB based on the technical review results to examine their qualification and verify the accuracy of the submitted documents;
  - (c) To make a recommendation to the Department to encourage the issuance of licenses to the qualified applicants, or to reject its issuance to the unqualified applicants in accordance with Article 18 (B) of the EIA Procedure (2015);
  - (d) To make a recommendation to the Department to encourage the issuance

of the temporary license in accordance with Article 23 of this Procedure;  
and

- (e) To report to the Department on the results of a Surveillance Assessment or other inspections and to make a recommendation whether the licenses are canceled or suspended if any serious deficiencies are found in accordance with Article 20 of this Procedure.
5. The key members of LRB shall bear the following responsibilities:
- (a) To assist the Chairperson in its duties prescribed in the Procedure as required;
  - (b) To support for an interview with the applicants when deemed necessary conducted by the Chairperson;
  - (c) To assist the Chairperson in relation with the issuance of the licenses to the qualified applicants, or rejection of the application;
  - (d) To assist the Chairperson in relation with the issuance of the temporary licenses in accordance with Article 23 of this Procedure;
  - (e) To assist the Chairperson in making recommendations based on the Surveillance Assessment whether the licenses are canceled or suspended if any serious deficiencies are found in accordance with Article 20 of this Procedure;
6. The initial reviewers shall bear the following responsibilities:
- (a) To examine the submitted applications from candidates/license holders for an initial application, updating, upgrading and renewing licenses attached with the forms in Annex A for person and Annex B for organization;
  - (b) To assist the applicants to apply correctly;
  - (c) To send the eligible license to independent expert for further technical assessment; and
  - (d) To conduct the Surveillance Assessment in cooperation with the independent experts to inspect whether the licenses are still eligible once each in the first and next year after issuance of the licensing.
7. The **independent experts** shall bear the following responsibilities:
- (a) To examine technically the submitted applications from candidates/license holders for initial application, updating, upgrading and renewing licenses in accordance with Annex C, Annex D and Annex E of this Procedure as

- well as the relevant work experiences to EIA/IEE studies through reviewing any outcomes (reports) in which the applicants have involved;
- (b) To report to the key members and the Chairperson on the results of the licensing review with its technical findings and recommendations;
  - (c) To conduct the Surveillance Assessment in cooperation with environmental officers from the Department and **the licensed third person or organizations eligible to perform the relevant works for the Assessment once each in the first and next year;**
  - (d) To report to the key members and the Chairperson on the results of the Surveillance Assessment for their continuous review process; and
  - (e) To report to the key members and the Chairperson any events falling under cases for suspension or cancelation of the licenses in accordance with Article 20 of this Procedure.

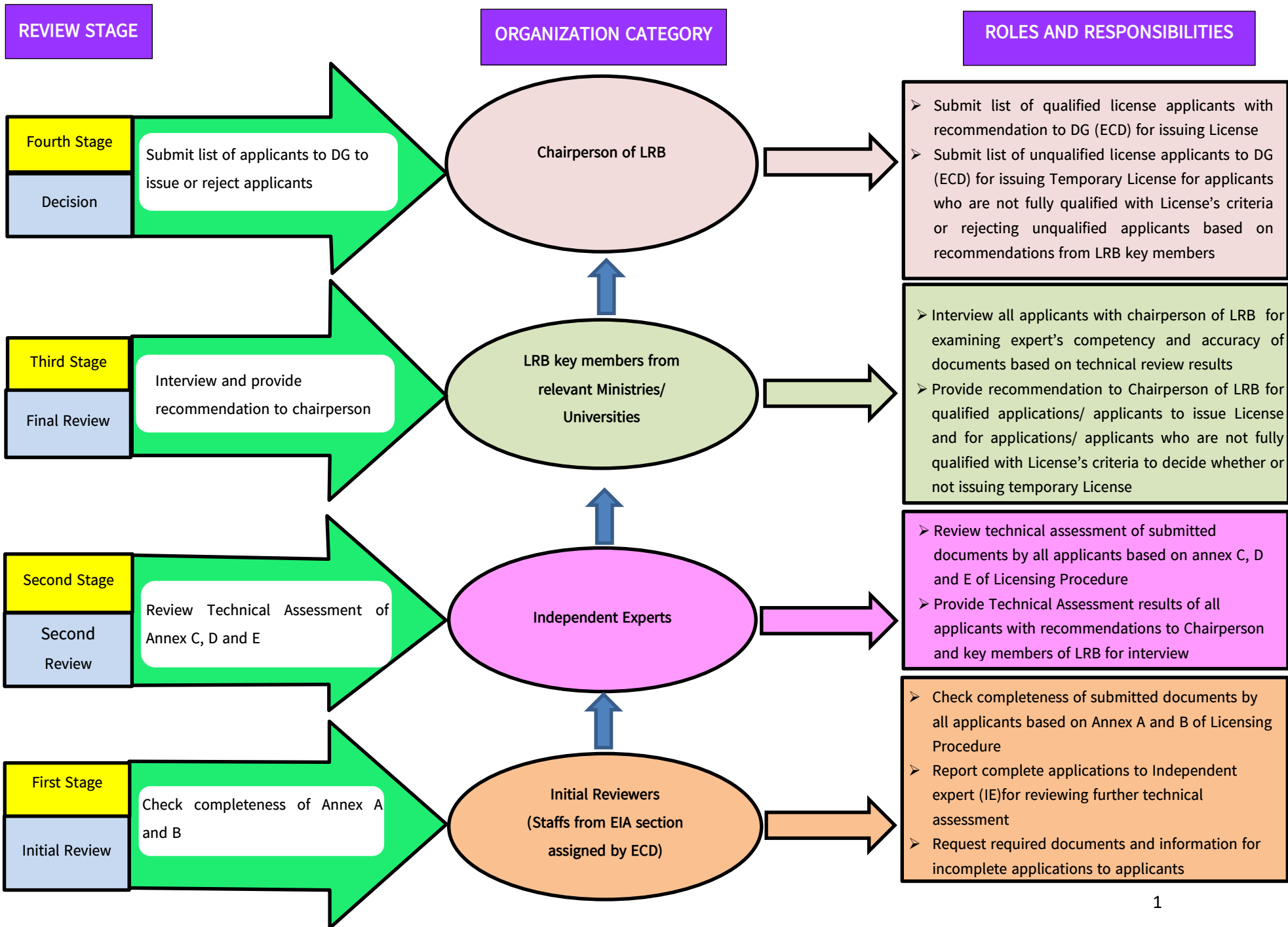
#### **Licensing Review Process of LRB**

8. The members of LRB shall apply the following licensing review process:
  - (a) First step – The initial reviewers examine complement of the submitted applications from applicants attached with Annex A or B for an initial application, upgrading, updating and renewing;
  - (b) Second step – The independent experts shall examine the application which may include Portfolio of work in Annex (D), Criteria and Requirement of Licensing process which may require in reviewer evaluation process, Areas of Expertise and graduation/Degree in Annex (E) and technically review the quality of the required EIA and IEE reports to be submitted from the applicants;
  - (c) Third Step - The key members and the Chairperson interview when deemed necessary to finally examine their qualification and the accuracy of the collected/submitted data;
  - (d) Fourth step - The Chairperson and the key members shall make a recommendation to the Department in relation to issuance of the licenses or the temporary licenses to the applicants; and
  - (e) Fifth step - The Chairperson and the key members shall report to the Department on its suspension or cancellation of the issued licenses to the

third person/organization if any serious deficiencies are found through a Surveillance Assessment conducted once each in the first and next year.

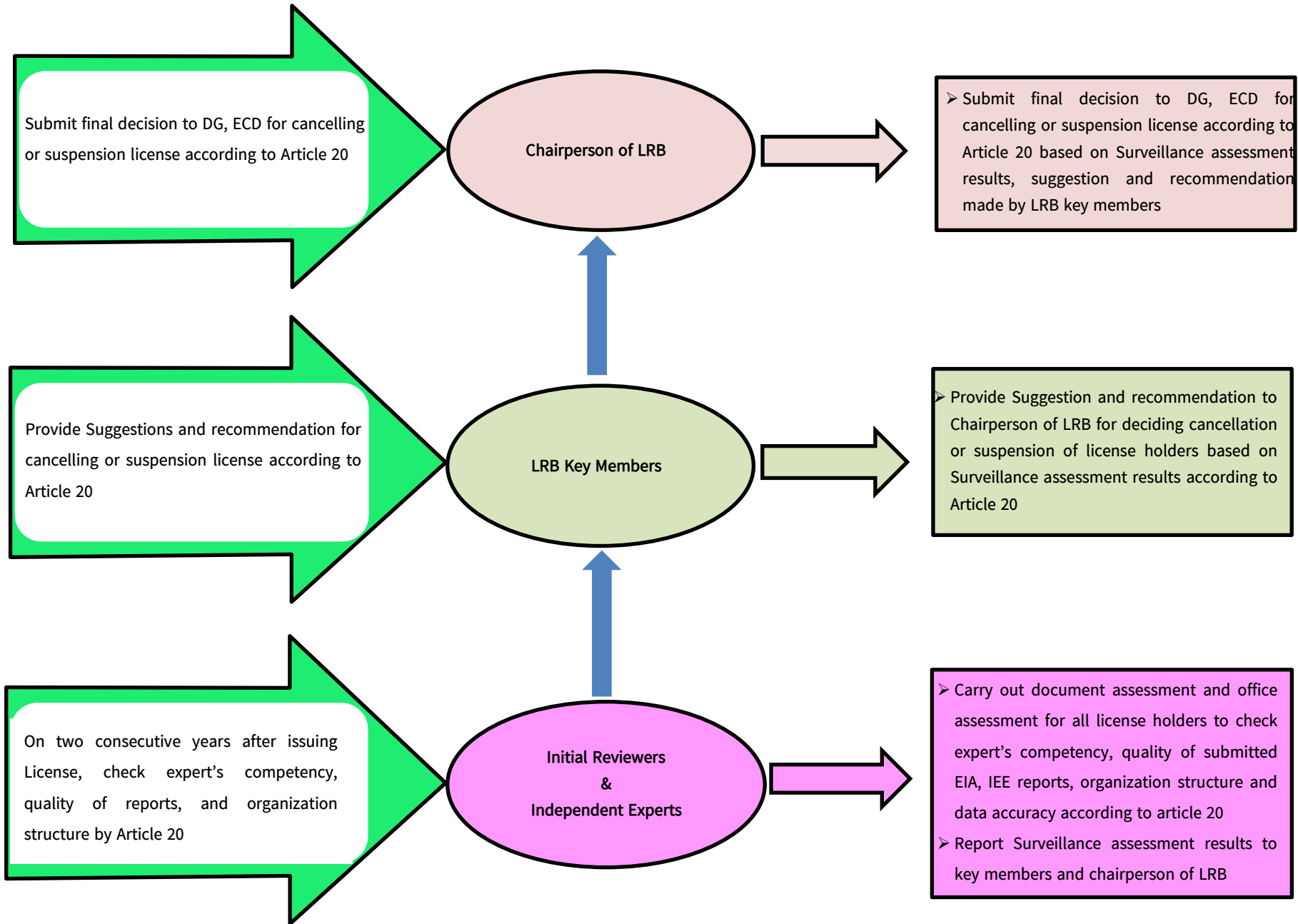
**Organization Structure of LRB and Licensing Process Flowchart**

# Organization Structure of LRB



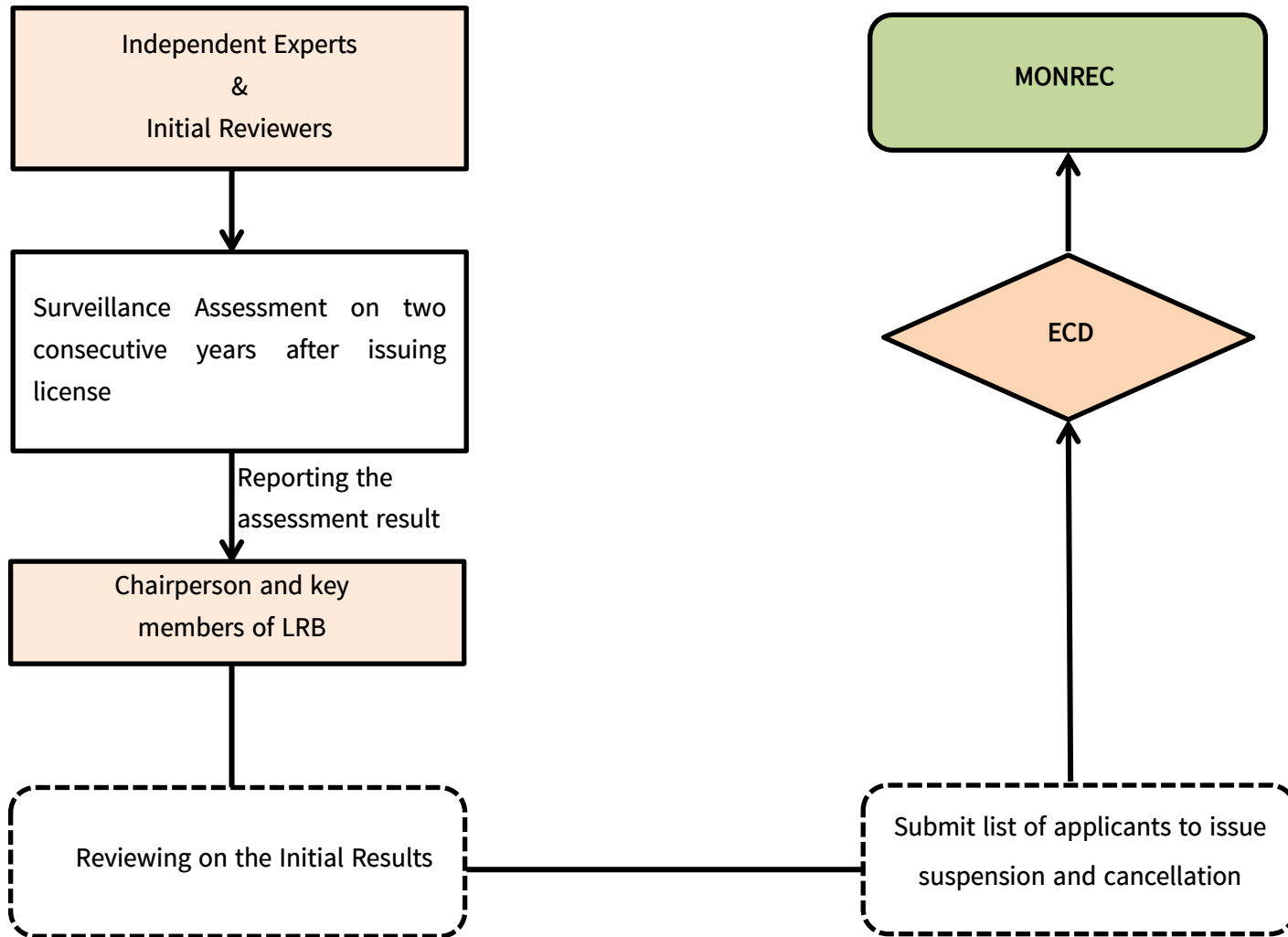


# Organization Structure of Surveillance

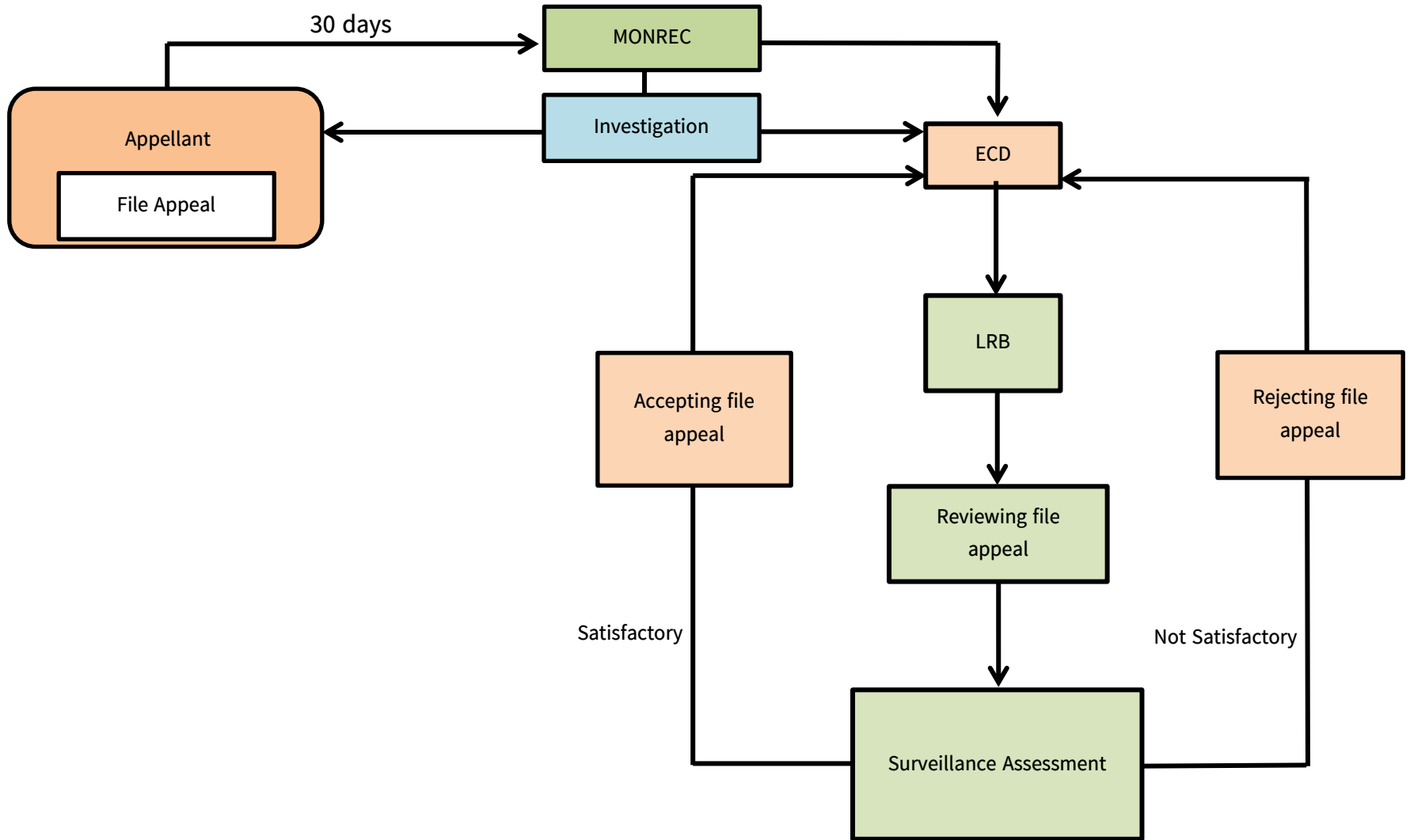




## Surveillance Assessment Process Flowchart (For Suspension and Cancellation)



# Appeal Process Flowchart



## **STRUCTURE OF LICENSING FEE FOR CONSULTANT**

The Government of the Republic of the Union of Myanmar  
Ministry of Natural Resources and Environmental Conservation

Notification No.\*\* \_\_\_\_/2019

Nay Pyi Taw, The \_\_\_\_ Day of \_\_, \*\*\*\* M.E.  
( \_\_\_\_, 2019)

In exercise of the power conferred under Section 42 b) of the Republic of the Union of Myanmar Environmental Conservation Law (Law No. 9, 2012), the Ministry of Natural Resources and Environmental Conservation has hereby determine the following Structure of Processing Fee:

### **CHAPTER I.**

#### Title and Definitions

1. This notification shall be called the Structure of Licensing Fee for Consultant Licensing, hereinafter called as 'Structure'.
2. The expressions contained in the Structure shall have the same meaning as are assigned to them under the Environmental Conservation Law and Rules, the Environmental Impact Assessment Procedure, and the Licensing procedure for the Third Person or Organization Undertaking Environmental Impact Assessment and Initial Environmental Examination (hereinafter call as 'The Procedure').

### **CHAPTER II.**

#### Licensing Fee for the Consultant Licensing

3. In accordance with Article 17 of the procedure, the necessary amount of the application and licensing fees for the consultant is determined by the Ministry as follows:

<b>Licensing Category</b>	<b>Application fee (Myanmar Kyats)</b>	<b>Licensing fee (Myanmar Kyat) for 3 years registration</b>	<b>Licensing fee (Myanmar Kyat) for Temporary registration</b>
Person			
EIA Consultant	50,000	500,000	150,000
Associate EIA Consultant	50,000	300,000	100,000
Organization			
EIA Consulting Organization Type-A	50,000	1,000,000	300,000
EIA Consulting Organization Type-B	50,000	600,000	200,000

4. The same amount of the fee in accordance with Article 3 of the Structure is required for the renewal of the registration license.
5. The processing fee in accordance with Article 3 of the Structure is payable at the Director General office of the Department, and the fee will not be refunded in the case falls under Article 18 of the procedure.