

ACTIVITY ASSESSMENT CHART

Part A: The following questions must be answered prior to an exercise being approved. If the answer to any of the questions in Part A is Yes, then a registered EA may be required. Environmental Officers at the Regional HQ, CSTC, National HQ will be able to determine if an EA is required.

Part A: Assessment Requirement		Yes	No	N/A
1	Will the activity take place within a National Park so that an authorisation under the National Parks Act is required?			
2	Will there be establishment of a temporary field camp for 200 person days or more (200 people for one day or 100 people for 2 days etc)?			
3	Will there be damage to fish habitat due to activities carried out in the water, changing of water levels, soil erosion, vegetation removal, deposit of a harmful substance, or digging within 30 m of a river?			
4	Will there be a field exercise consisting of more than 275 persons and more than 40 vehicles on non-DND land?			
5	Are any permits or licenses required in order to carry out this activity?			
6	Will there be the establishment of a range on non-DND property?			
7	Will there be a construction, renovation, addition to or erection of a building during this activity?			
8	Will there be a naval training exercise of more than 15 vessels?			
9	Will there be the removal or damage of vegetation?			
10	Will there be the destruction of fish by means other than fishing?			
11	Will there be an activity inside a DND training area where the effects have not been previously assessed?			
12	Will the exercise be carried out on non-DND land (such as private land, leased land, provincial parkland, and municipal lands)? (If NO or N/A, go to Part B). If rest of question #12 are not or cannot be answered, do not use the property.			
a	Is there an indication the property has been used for industrial manufacturing?			
b	Are there any POL storage tanks, drums, or containers on site, either above or below ground?			
c	Is there any indication of POL leaks or spills (existing or potential) on site?			
d	Is there any urea formaldehyde insulation, asbestos or PCBs on the grounds or in the buildings on site?			
e	Is there any indication of the improper use, storage or disposal on site of pesticides, chemicals, POL products, explosives, transformers/capacitors, or wastes/garbage/landfills?			
f	Is there any indication that the land contains any environmentally hazardous products or situations that may adversely affect the conduct of the exercise or its participants?			

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Part B of the chart serves to indicate where the activity may cause harm to the environment. Answering Yes to any of the questions in part B indicates that you are running the risk of harming the environment. Make sure that you take all precautions that a reasonable person would take to ensure that you protect the environment during the activity.

Part B: Risks		Yes	No	N/A
1	Are the training areas environmentally sensitive (containing bodies of water, endangered animals or plants etc)?			
2	Are there any provincial legislation or regulations, or municipal by-laws which may affect or which may be violated by this activity other than those requiring permits or licenses (such as noise regulations, waste regulations, etc)?			
3	Are there any plans to cross any rivers or streams during the exercise (not including existing structures etc)?			
4	Are you constructing outdoor shelters (including tents, bivouacs, etc)?			
5	Are you bringing any hazardous substances (POL, ammunition, fuel, naphtha, paint, cleaners, abrasives, adhesives, or other chemicals)?			
6	Will you be providing your own latrine (either constructing or using port-a-potties)?			

Part C helps to ensure that all steps are being taken to avoid harm to the environment. If the answer to any of these questions is No, then keep a written record of the justification on file. The written record may be used to help prove due diligence should the need arise.

Part C: Planning		Yes	No	N/A
1	Have arrangements been made to lessen the impact on the environment, where possible?			
2	Have arrangements been made to brief personnel on appropriate topics such as:			
a	exercising due diligence in environmental protection (not trampling plants or littering...)			
b	off limits areas			
c	environmentally sensitive areas and			
d	response to and reporting of environmental accidents?			
3	Have arrangements been made to ensure hazardous substances are clearly labelled?			
4	Have precautions been taken to ensure that hazardous substances are transported, handled, stored and disposed of safely?			
5	Has a plan been developed to respond to spills of any of the hazardous substances brought (including the reporting of the spill)?			
6	Have arrangements been made so that needed tools, equipment, and materials are available to respond to environmental emergencies appropriate to the circumstances of the activity?			
7	Has a spot been designated for refuelling, which is away from water, wetlands etc?			
8	Are there any ranges restrictions pertaining to the environment?			
9	Are provisions made for handling wastes in environmentally responsible ways?			
10	Have arrangements been made to separate contaminated material from recyclable (newspaper, cardboard, white paper, computer paper, aluminium cans, steel cans, and glass)?			
11	Have all applicable contact phone numbers been collected including emergency response teams, regulatory authorities and the Regional Assistant Judge Advocate General.			

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