	Environmental Assessment Process	
	Document No:	Ver 1.1
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LOOKNorth Environmental Assessment Process

Background

All proposals for funding under the LOOKNorth Technology Validation Program are subject to an environmental assessment (EA) process. For those projects requiring an Environmental Impact Study (EIS), acceptance of the study report is a condition of project approval. The overall goal is to ensure that EA provisions are in place and in accordance with all applicable Federal, Provincial and Territorial guidelines.

Implementation

The responsibility for accurately completing the EA checklist (Annex A) lies with the project proponent. The responsibility to determine whether an EIS is required lies with the LOOKNorth Management Team. The responsibility for acceptance of the EIS lies with the C-CORE Board of Directors.

Proponents are required to complete an EA checklist with their proposals detailing specific project activities that may present environmental risk and identifying other factors that may trigger the requirement for an EIS. The EA checklist will become a controlled project document and will be required to be updated annually to ensure there are no changes in the project scope that may necessitate revisions in the environmental assessment requirements.

The risks of a project to the environment, and the effectiveness of proposed mitigation plans, are reviewed during the proposal review process for determining final recommendations to the Board.


The cost of an EIS is considered an eligible project cost. LOOKNorth will reimburse the proponents to the lesser of \$5,000 or 50% of actual costs of the EIS. Should the findings and recommendations of the EIS result in the project not being approved or if the proponent withdraws the proposal as a result, LOOKNorth will reimburse the proponent for actual costs incurred for the study up to \$5,000. LOOKNorth assumes no further responsibility for costs incurred by the proponent as a result of the study.

Environmental Assessment Procedure

The following is a summary of the general procedure to be used by LOOKNorth to evaluate the environmental impact of all projects considered under the Technology Validation and R&D programs:

- I. All proponents will be required to complete the EA checklist to determine the environmental risk created by the proposed work. A draft copy of the checklist is included as Annex A.

- II. The EA checklist will be reviewed and assessed as part of the proposal evaluation process. LOOKNorth may retain the services of an environmental consultant to advise it in this process.

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- III. If, based on the evaluation of the proposal, LOOKNorth is confident that the project poses no environmental risk, it may be recommended to the LOOKNorth Advisory Committee to make a final recommendation to the Board of Directors on project approval, without the requirement for an EIS.

- IV. For projects that are recommended for approval as a result of the evaluation process but are considered likely to have an environmental impact, the proponent will be asked to submit an EIS. The particulars will be communicated to the proponent as part of the feedback on the proposal.

- V. Recommendations to the LOOKNorth Advisory Committee and subsequent recommendations to the Board of Directors for project approval will be contingent on the acceptance of the EIS and the inclusion of any recommendations in an agreed project statement of work.

ANNEX A: LOOKNorth Environmental Assessment (EA) Checklist

Part I – General Information

Applicant	Applicant Contact Person
	Title
Project Location	Telephone
Project Title	
Collaborating Organizations	

Part II – Project Description

<p>Briefly describe the principal elements of the project being proposed.</p>
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Part III – Project Location

<p>Does an element of the project take place,</p> <ul style="list-style-type: none"> <input type="checkbox"/> Adjacent to a heritage site, historic site, national or provincial park or wildlife refuge? <input type="checkbox"/> On First Nation Lands? <input type="checkbox"/> In an Inuit community? <input type="checkbox"/> In the Yukon? <input type="checkbox"/> In the Northwest Territories? <input type="checkbox"/> In Inuvialuit? <input type="checkbox"/> In Nunavut? <input type="checkbox"/> In Nunavik? <input type="checkbox"/> In Nunatsiavut? <input type="checkbox"/> Within 30m of a body of water? <input type="checkbox"/> Within 30m of a wetland (bog, fen, marsh, salt marsh or swamp)? <input type="checkbox"/> Within 30m of the right-of-way for a power line, natural gas line or Railway line?
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Planned research sites/locations and community impacts-

Indicate the location (place name and/or lat/long) of sampling areas and potential impact on northern communities, (if applicable).

Part IV – Project Exclusions

Is the proposed scope of work restricted to the following? Please check as appropriate.

- Development of technology in an existing laboratory or facility
- Productivity or quality improvement
- Purchase of equipment that does not produce gas, liquid or solid emissions
- Modernization of a facility (including building expansion up to the greater of 10% or 100m²)
- Construction of a building less than 100m², less than 5m high and not within 30m from a body of water
- Construction of a facility on a serviced lot that does not produce waste other than HVAC exhaust, ordinary sewage and waste
- Upgrading or paving of an existing road

Part V – Project Activities

Does the project require,

- | | | |
|--|------------------------------|-----------------------------|
| ▪ A permit from the Department of Fisheries and Oceans Canada? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| ▪ An application under the Navigable Waterways Protection Act? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| ▪ A Radio Spectrum License? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| ▪ Any other federal, Provincial or territorial permit? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

If the answer to any of the above is yes, please provide particulars:

Please indicate if the proposed scope of work includes any of the following activities or elements?

- Water or sewer that is not to be connected to existing services
- New road construction
- Construction of a bridge or culvert
- Construction of a new building or facility or expansion of more than 10% to an existing facility
- Construction or earth moving on a steep slope
- Clearing of land, grubbing or excavation of soil
- Disturbance of contaminated soil
- Storage of fuel, chemicals or other flammable goods
- Generation of industrial waste or emissions to the air
- Dredging, disposal of dredged material or shoreline infilling
- Mining, prospecting or sampling
- Establishment or operation of a field camp

Part VI – Mitigation Measures

Please describe any mitigation measures to be taken against any project elements that have been identified, at this time, as having potential environmental risk.

Part VII– Certification

Signature of Applicant	Date
Name (Printed)	Position