



YOB STATE GOVERNMENT OF NIGERIA  
**MINISTRY OF ENVIRONMENT**

**OFFICE ADDRESS:**

KM 3, Sir Kashim, Ibrahim Road P.M.B. 1107, Damaturu, Yobe State.

**Email:** ybmoe1107@gmail.com

MENT/S/ADM/390/VOL. 1/32

Your Ref

Date 28<sup>th</sup> December, 2023

**YOB STATE MINISTRY OF ENVIRONMENT (YBMENV)**  
**PROCEDURE FOR OBTAINING AN ENVIRONMENTAL IMPACT**  
**ASSESSMENT REPORT (EIA)**

**MINISTRY OF ENVIRONMENT DAMATURU**

Guiding laws & Regulations (as domesticated) environmental impact assessment Decree No 86 of 1992 laws of Federation of Nigeria, 10<sup>th</sup> December, 1992, as amended EIA act CAP e 12 LFN 2004. All individuals and organisations seeking to acquire an Environmental Impact Assessment Report (EIA) in Yobe State can apply through the following process.

**Step 1**

Start your application by writing to the Ministry on any proposed activity subject to environmental Impact Assessment shall:

- Be in written
- State the reason therefore;
- Include the provision, if any to prevent, reduce or cause damage to the environment.

Ministry of Environment Headquarters,

Km 3, Gujba Road

Damaturu.

**Email:** ybmoe1107@gmail.com

**Phone Number:** 07034802261



## Step 2

Prepare all relevant documents.

- ❖ To process your written application for an EIA report, the following documents are required :
- ❖ One copy of YOGIS Certificate of occupancy (C of O). Note where YOGIS C of O has not been issued, YOGIS 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 C of O is submitted
- ❖ Site analysis report (SAR) prepared by certified consultants with a clear satellite image, sealed, stamped and endorsed by Town Planning Registration Council (TOPREC), registered town planner (for development)
- ❖ Building Plan/Development Permit issued YOGIS or Yobe State Development Control (YDCD).
- ❖ Soil Investigation Reports (SIR) for Multi-story building that exceed three floors. Visit the Honourable Commissioner's office, Ministry of Environment, Damaturu Yobe state.
- ❖ Feasibility /visibility report prepared by certified consultants for mass housing, agricultural, petro/gas station, commercial, industrial development.
- ❖ Tax clearance certificate (TCC) and Tax identification number (TIN) for all development are required.
- ❖ Service approvals including fire and police reports (for petrol/gas stations, Hotels and multi story development that exceed four floors. The fire report should be obtained from the State Fire Service office adjacent to high court, Damaturu Yobe State, while police report should be obtained from Headquarters of the NPF, Damaturu.
- ❖ Recent or current utility bill or bank statement – containing same

address with contact address specified on the written application.

### Step 3

#### **SUBMISSION OF EIA WRITTEN APPLICATION**

- ❖ Pay the applicable fee using any of the available payments channels

See identified list of IGR sources of Yobe State. Ministry of Environment reviewed revenue generation 2021.

- ❖ Small Sizes .....N150,000.00
- ❖ Medium Sizes.....N250,000.00
- ❖ Large Sizes.....N350,000.00

All payments should be made into the following Accounts:  
Yobe State Revenue Service RRR located at Ministry of finance  
Potiskum Road with the following documents.

Go to Bank for payment through pay direct or e-bills within and outside Yobe State

- ❖ Submit the duly completed written application directly to the Ministry of Environment Headquarters, Gujba road, Damaturu, with the following documents:
- ❖ Evidence /proof of payments of all relevant fees and charges
- ❖ All relevant documents detailed in step 2 above.

#### **Confirmation Of Application**

- ❖ upon submission of your written, application Applicants will be provided with a unique application identification Reference number and an acknowledgement letter that carries the file number for the application by the Ministry of Environment.



### **PROCESSING TIMELINE.**

- ❖ Submitted applications for EIA Report will be processed within 21 working days prior to the final stage for collection described in step 4 below.

### **Step 4**

#### **COLLECTION OF EIA REPORT**

- ❖ Successful applicants for EIA Report are notified via text messages, call or email within 30 working days for collection.
- ❖ Upon notification, successful applicants can visit Yobe State Ministry of Environment Headquarters Gujba Road for their EIA Report/Permit and Certification approvals in person
- ❖ Issue an authorization letter duly signed by the applicants attaching Ministry of Environment acknowledgement letter, passport of applicants and valid means of identification or valid identity card of the representative.

For more information, enquiry or complains, please contact Ministry of Environment Headquarters office, located at km 3 Gujba Road Damaturu. 8:00am to 4:00pm (Mondays to Fridays) excluding public holidays or contact us at our email: [ybmoe1107@gmail.com](mailto:ybmoe1107@gmail.com) or 07034802261

  
Signed

**Honourable Commissioner, [**

Ministry of Environment

Damaturu, Yobe State.