

- **Decommissioning:** Refers to the removal of a physical work from service through its dismantling, and does not include the temporary cessation of the operation of the physical work; can also refer to the remediation (clean-up) of a contaminated site.
- **Abandonment:** Refers to the removal of a physical work from service but leaving it in place, and does not include the temporary cessation of the operation of the physical work.
- **Acquisition of real property:** Refers to ownership of real property through transfer of title.
- **Disposal of real property:** Refers to termination of ownership by transfer of title.
- **Lease:** Refers to acquisition of real property through leasehold.
- **Lease renewal:** Refers to renewal of leasehold acquisition.
- **Other:** Provide details of other activities that may not be listed.

3. Describe the major stages of the project and all related activities.
(The major stages identified here will be used to complete question 16)

Provide a brief description of the project, its location, the main activities and operations that will be occurring on the site. The scope of the project should also be noted.

Example: Purchase of a 4.5 hectare site and construction of a chancery in City A. The chancery will have a floor area of XXXXm² and will be X stories high. There will be an under/aboveground parking attached with a capacity for XX vehicles. The site will be purchased in month B. Site preparation (removal of existing buildings and some trees) will occur during months C and D. Construction will take place from month E to month F. The building will be connected to the city water and sanitary sewer system and will be used for office activities. The anticipated life span of the building is XX years.

4. Describe the rationale for the project.

Explain why the project is required and if any alternatives were examined. Compare and contrast the possible environmental impacts with the alternatives available. Also consider the implications (both environmental and otherwise) of *not* doing the project.

Example: Canada wishes to increase representation in City A; decision to build is based on an extensive real estate review of the city which identified construction as the most cost-effective option to pursue.

5. Describe the proposed project's environmental setting.

Relevant and reliable information on the environmental components of the study area's existing environment should be collected and described. The description should identify the most important environmental components of the region being examined and should explain the reasons for the boundaries of the study area. Only elements of the natural environment, such as soil, topography, vegetation, wildlife, groundwater, within the study area that are relevant to the project need be identified and evaluated. A topographical map of the project site should be included with the screening report.

- Examples:**
- (a) The 4.5 hectare site is gently sloping, the front 1/3 of the property is mainly shrubs and grass, the rear 2/3 has about 12 large mature trees 15 metres tall. There is a stream about 2 metres wide at the bottom of the property (*land use pattern: low density residential*).
 - (b) The 2 hectare site is flat without vegetation, is currently paved with asphalt (*land use pattern: high density urban core*).