

## Drafting good practice SEA cases (NCEA, April 2025)

### 1. Conditions and requirements

- You were involved in this SEA
- Relevant authorities do not object to making the SEA case study public
- The SEA was applied in a low or middle-income country
- The SEA was finalised after 2012
- An SEA case will only be approved if it is not yet in the NCEA database
- In at least one aspect the SEA is good practice.
- The SEA was influential in terms of for example process, content or follow up.
- After receiving the applications, the NCEA will select the applicants that can send in a full case description. The NCEA will inform the applicants of their decision.
- You send in the SEA (if possible with annexes), and a case description
- Languages that we can accept are: English, French and Spanish
- By submitting the SEA case study, you agree to the publication of the case study on the website of the NCEA.
- Authorship: when the SEA case study is published on our website, we acknowledge the authorship of the case study.
- The drafted SEA cases will be rewarded with €1000,-.
- Contact us at [helpdesk@eia.nl](mailto:helpdesk@eia.nl) if you have any further questions

### 2. Instructions for the case description

We are looking for a written case description (min. 2500 words, see further instructions below) and a PowerPoint summary (10-20 slides). If available, use illustrations, pictures & maps throughout. Use the following outline and answer the questions below:

#### 1. Introduction min. 600 words

- For what policy, plan or programme or decision-making framework was the SEA done?
- Describe the authorities responsible for the policy, plan or programme.
- What was the trigger to do an SEA (who initiated and supported it?)
- Which authorities are involved in the SEA? Include an organogram and describe the main mandate and role of the key authorities.
- Describe the environmental or climate (and / or social) challenge and trigger to carry out an SEA.

**2. Background: context and issues**

**min. 400 words**

- What are the relevant contextual issues that need to be described.
- If relevant: Present a map with the project area and study area and justify the demarcation.
- Key issues and decisions to be taken need to be described.

**3. Approach**

**min. 700 words**

- Briefly describe the SEA process and the (level of) integration with the planning process.
- Describe stakeholder engagement.
- Describe selection/development of alternatives and comparative assessment of their environmental, climate and social issues / impacts as well as the mitigating and / or compensating measures.
- Describe how climate issues and climate scenarios played a role in the SEA.
- Describe the (selection) of the preferred alternative.

**4. Results and outcome**

**min. 800 words**

- How did the SEA change the policy, plan or programme? (How was it influential?)
- How did the SEA affect the PPP process and/or the finally adopted PPP?
- Are there other (unforeseen) effects of the SEA process, for example drafting of new policies?
- Describe for which aspects SEA is considered good practice.

