

**Appendix E1 – Correspondence with Organs of State:**  
**DEFF**



## **environmental affairs**

Department:  
Environmental Affairs  
**REPUBLIC OF SOUTH AFRICA**

Private Bag X 447· PRETORIA · 0001· Environment House · 473 Steve Biko Road, Arcadia · PRETORIA

DEA Reference: 14/12/16/3/3/1/2155

Enquiries: Juliet Mahlangu

Tel: 012 399 9320 E-mail: [jmmahlangu@environment.gov.za](mailto:jmmahlangu@environment.gov.za)

Vivienne Thomson/ Bernard de Witt  
EnviroAfrica  
P O Box 5367  
**SOMERSET WEST**  
7135

Tel: 021 851 1616  
Email: [vivienne@enviroafrica.co.za](mailto:vivienne@enviroafrica.co.za)

### **PER EMAIL / MAIL**

Dear Sir/Madam

### **ACKNOWLEDGEMENT OF RECEIPT OF THE NEW APPLICATION FOR ENVIRONMENTAL AUTHORISATION (BASIC ASSESSMENT PROCESS) FOR THE FOR PROPOSED VISSERSPAN SOLAR PHOTOVOLTAIC FACILITY PROJECT 3 ON VISSERSPAN FARM NO.40, NEAR DEALESVILLE, TOKOLOGO LOCAL MUNICIPALITY, FREE STATE PROVINCE**

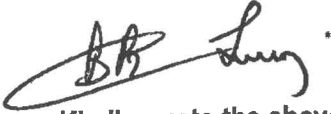
The Department confirms having received the Application for Environmental Authorisation and a Draft Report for the abovementioned project on 11 March 2020. You have submitted these documents to comply with the Environmental Impact Assessment (EIA) Regulations, 2014, as amended.

Please take note of Regulation 40(3) of the EIA Regulations, 2014, as amended, which states that potential Interested & Affected Parties, including the Competent Authority, may be provided with an opportunity to comment on reports and plans contemplated in Regulation 40(1) of the EIA Regulations, 2014, as amended, prior to the submission of an application but must be provided an opportunity to comment on such reports once an application has been submitted to the Competent Authority. **You are required to submit an updated Application form with a screening tool report as has been a requirement since 04 October 2019. Your application will be considered invalid without a screening tool report.**

All documentation delivered to the physical address contained in this form must be delivered during the official Departmental Office Hours which is visible on the Departmental gate. EIA related documents (includes application forms, reports or any EIA related submissions) that are faxed; emailed; delivered to Security or placed in the Departmental Tender Box will not be accepted.

Note that in terms of Regulation 45 of the EIA Regulations, 2014, as amended, this application will lapse if the applicant fails to meet any of the time-frames prescribed in terms of these Regulations, unless an extension has been granted by the Department in terms of Regulation 3(7) of the EIA Regulations, 2014, as amended.

You are hereby reminded of Section 24F of the National Environmental Management Act, Act No. 107 of 1998, as amended, that no activity may commence prior to an Environmental Authorisation being granted by the Department.



Kindly quote the abovementioned reference number in any future correspondence in respect of the application.

Yours sincerely

**Mr Sabelo Malaza**  
**Chief Director: Integrated Environmental Authorisations**  
**Department of Environmental Affairs**  
**Letter signed by: Mr Rhulani Kubayi**  
**Designation: Control Environmental Officer: EIA Systems and Tools**  
**Date: 12-03-2020**



## environmental affairs

Department:  
Environmental Affairs  
REPUBLIC OF SOUTH AFRICA

Private Bag X 447· PRETORIA · 0001· Environment House · 473 Steve Biko Road, Arcadia, · PRETORIA

DEA Reference: 14/12/16/3/3/1/2155

Enquiries: Ms Shirley Chauke

Telephone: 012 399 9216 E-mail: [SChauke@environment.gov.za](mailto:SChauke@environment.gov.za)

Vivienne Thomson  
EnviroAfrica CC  
P.O Box 5367  
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Tel: 021 851 1616

E-Mail: [vivienne@enviroafrica.co.za](mailto:vivienne@enviroafrica.co.za)

### PER MAIL / E-MAIL

Dear Vivienne Thomson

### COMMENTS ON THE DRAFT BASIC ASSESSMENT REPORT FOR THE PROPOSED VISSERSPAN SOLAR PHOTOVOLTAIC FACILITY PROJECT 3 ON VISSERSPAN FARM NO. 40, NEAR DEALESVILLE, TOKOLOGO LOCAL MUNICIPALITY, FREE-STATE PROVINCE.

The Application for Environmental Authorisation and Draft Basic Assessment Report (BAR) dated March 2020 and received by the Department on 11 March 2020, refer.

This letter serves to inform you that the following information must be included to the Final BAR:

#### (a) Listed Activities

- Please ensure that all relevant listed activities applied for are specific and can be linked to the development activity as described in the project description. Only activities applicable to the development must be applied for and assessed.
- If the activities applied for in the application form differ from those mentioned in the final BAR, an amended application form must be submitted.
- Ensure that all listed activities are included in the final BAR.

#### (b) Undertaking of an Oath

- The Department has noted that the submitted application form has an undertaking under oath or affirmation by the EAP. However, the aforementioned oath was not included in the draft BAR. Please note that the final BAR must also have an undertaking under oath/ affirmation by the EAP.
- Based on the above, you are therefore required to include an undertaking under oath or affirmation by the EAP (administered by a Commissioner of Oaths) as per Appendix 1(3)(s) of the NEMA EIA Regulations, 2014, as amended, which states that the BAR must include:  
"an undertaking under oath or affirmation by the EAP in relation to:  
(i) the correctness of the information provided in the reports;  
(ii) the inclusion of comments and inputs from stakeholders and I&APs;  
(iii) the inclusion of inputs and recommendations from the specialist reports where relevant; and

*(iv) any information provided by the EAP to interested and affected parties and any responses by the EAP to comments or inputs made by interested and affected parties”.*

**(c) Alternatives**

- Please note that you are required to provide a full description of the process followed to reach the proposed preferred alternative within the site in terms of Appendix 1(3)(1)(h) of the EIA Regulations 2014, as amended, including the following content:
  - (i) details of all the alternatives considered;
  - (ii) details of the public participation process undertaken in terms of regulation 41 of the Regulations, including copies of the supporting documents and inputs;
  - (iii) a summary of the issues raised by interested and affected parties, and an indication of the manner in which the issues were incorporated, or the reasons for not including them;
  - (iv) the environmental attributes associated with the alternatives focusing on the geographical, physical, biological, social, economic, heritage and cultural aspects;
  - (v) the impacts and risks identified for each alternative, including the nature, significance, consequence, extent, duration and probability of the impacts, including the degree to which these impacts—
    - (a) can be reversed;
    - (b) may cause irreplaceable loss of resources; and
    - (c) can be avoided, managed or mitigated;
  - (vi) the methodology used in determining and ranking the nature, significance, consequences, extent, duration and probability of potential environmental impacts and risks associated with the alternatives;
  - (vii) positive and negative impacts that the proposed activity and alternatives will have on the environment and on the community that may be affected focusing on the geographical, physical, biological, social, economic, heritage and cultural aspects;
  - (viii) the possible mitigation measures that could be applied and level of residual risk;
  - (ix) the outcome of the site selection matrix;
  - (x) if no alternatives, including alternative locations for the activity were investigated, the motivation for not considering such; and
  - (xi) a concluding statement indicating the preferred alternatives, including preferred location of the activity.
- Written proof of an investigation and motivation if no reasonable or feasible alternatives exist in terms of Appendix 1.

**(d) Public Participation Process**

The following information must be submitted with the Final BAR:

- A list of registered interested and affected parties as per Regulation 42 of the NEMA EIA Regulations, 2014, as amended;
- Copies/proof of all comments received from stakeholders during Draft BAR comment period must be included in the final BAR. Should you be unable to obtain comments, proof should be submitted to the Department of the attempts that were made to obtain comments. The Public Participation Process must be conducted in terms of Regulation 39, 40, 41, 42, 43 & 44 of the EIA Regulations 2014 as amended ;
- A comment and response report which contains all comments received and responses provided to all comments and issues raised during the public participation process for the Draft BAR must be submitted with the final BAR and the format must be in the table format as indicated in Appendix 1 of this comments letter. Please note that comments received from this Department must also form part of the comment and response report. Please refrain from summarising comments made by I&APs. All comments from I&APs

must be copied verbatim and responded to clearly. Please note that a response such as “noted” is not regarded as an adequate response to I&AP’s comments;

- The final report must also indicate that this draft report has been subjected to a public participation process.

### **General**

Please also ensure that the Final BAR includes the period for which the Environmental Authorisation is required and the date on which the activity will be concluded as per the Appendix 1(3)(1)(q) of the NEMA EIA Regulations, 2014, as amended.

You are further reminded to comply with Regulation 19(1)(a) of the NEMA EIA Regulations, 2014, as amended, which states that:

*“Where basic assessment must be applied to an application, the applicant must, within 90 days of receipt of the application by the competent authority, submit to the competent authority -*

*(a) a basic assessment report, inclusive of specialist reports, an EMPr, and where applicable a closure plan, which have been subjected to a public participation process of at least 30 days and which reflects the incorporation of comments received, including any comments of the competent authority.”*

Should there be significant changes or new information that has been added to the BAR or EMPr which changes or information was not contained in the reports or plans consulted on during the initial public participation process, you are therefore required to comply with Regulation 19(b) of the NEMA EIA Regulations, 2014, as amended, which states:

*“the applicant must, within 90 days of receipt of the application by the competent authority, submit to the competent authority – (b) a notification in writing that the basic assessment report, inclusive of specialist reports an EMPr, and where applicable, a closure plan, will be submitted within 140 days of receipt of the application by the competent authority, as significant changes have been made or significant new information has been added to the basic assessment report or EMPr or, where applicable, a closure plan, which changes or information was not contained in the reports or plans consulted on during the initial public participation process contemplated in subregulation (1)(a) and that the revised reports or, EMPr or, where applicable, a closure plan will be subjected to another public participation process of at least 30 days”.*

Should you fail to meet any of the timeframes stipulated in Regulation 19 of the NEMA EIA Regulations, 2014, as amended, your application will lapse.

You are hereby reminded of Section 24F of the National Environmental Management Act, Act No. 107 of 1998, as amended, that no activity may commence prior to an Environmental Authorisation being granted by the Department.

Yours sincerely

**Mr Sabelo Malaza**  
**Chief Director: Integrated Environmental Authorisations**  
**Department of Environmental Affairs**  
**Letter signed by: Ms Masina Litsoane**

**Designation: Control Environmental Officer: National Infrastructure Projects**

**Date:**

CC:	Cornelius Weyers Janse van Rensburg	Ventura Renewable Energy (Pty) Ltd	Email: <a href="mailto:weyers@kerenenergy.com">weyers@kerenenergy.com</a>
	Grace Mkhosana	Economic, Small Business Development, Tourism and Environmental Affairs	Email: <a href="mailto:mkhosanag@destea.fs.gov.za">mkhosanag@destea.fs.gov.za</a>

## Annexure 1

Format for Comments and Response Trail Report:

Date of comment, format of comment, name of organisation/I&AP	Comment	Response from EAP/Applicant/Specialist
25/03/2020 Email Department of Environmental Affairs: Strategic Infrastructure Development (John Mark)	Please record C&R trail report in this format	EAP: (Noted) The C&R trail report has been updated into the desired format, see Appendix K





**From:** Vivienne Thomson <vivienne@enviroafrica.co.za>  
**Sent:** 27 August 2020 16:34  
**To:** 'EIAApplications@environment.gov.za'  
**Subject:** Request for Password (Ref. No.: 14/12/16/3/3/1/2155)

Dear Sir/Madam

Please provide me with a password for online submission of the final basic assessment report and corrected application form for Visserspan Solar PV Facility - Project 3 (Ref. No. 14/12/16/3/3/1/2155).

Thank you,  
Vivienne Thomson



**EnviroAfrica**

*Environmental Consultant*

**EnviroAfrica cc**

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w: [www.enviroafrica.co.za](http://www.enviroafrica.co.za) e: [vivienne@enviroafrica.co.za](mailto:vivienne@enviroafrica.co.za)

Please consider the environment and only print this mail if necessary.

Rhulani

**From:** Vivienne Thomson [<mailto:vivienne@enviroafrica.co.za>]  
**Sent:** Friday, 28 August 2020 14:02  
**To:** EIAAdmin <[EIAAdmin@environment.gov.za](mailto:EIAAdmin@environment.gov.za)>  
**Subject:** RE: Request for Password (Ref. No.: 14/12/16/3/3/1/2155)  
**Importance:** High

Dear Madam/Sir

As per the email below, I requested a password in four separate emails for the online submission of four separate final BARs. I only received one email response back in reply to my four requests.

Please confirm if the same password must be used for the four separate applications I will be submitting early next week?

Also, could you confirm whether the Department is now also receiving hardcopies of the final BAR, or is everything for final BAR submission still being done online?

Thank you,  
Vivienne Thomson



**EnviroAfrica**

*Environmental Consultant*

**EnviroAfrica cc**

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Please consider the environment and only print this mail if necessary.

**From:** EIA Applications <[EIAApplications@environment.gov.za](mailto:EIAApplications@environment.gov.za)>  
**Sent:** 28 August 2020 12:18  
**To:** Vivienne Thomson <[vivienne@enviroafrica.co.za](mailto:vivienne@enviroafrica.co.za)>  
**Subject:** RE: Request for Password (Ref. No.: 14/12/16/3/3/1/2155)

Dear Vivienne

Kindly note that applications/documents submitted on a Saturday, Sunday or Public Holiday will be noted as received on the next working day.

***N.B. for every new application for Environmental Authorisation or an application for amendment of a valid Environmental Authorisation; where Public Participation must be conducted, it is a requirement of the Department that the Public Participation Plan (PPP) is approved prior to lodging the application (refer to Annexure 2 and 3 of the Directions published on 5 June 2020). Please submit a request for a Pre-application Meeting and attach the PPP for approval, the allocated official will revert back to you.***

Submitting an application, including an amendment application, without the necessary approval of the PPP will result in the application not being considered and removed from the system.

You are requested to ensure that you fully comply with the rules for submitting documents to the Department as outlined in the attached gazette as well as the "Process for submitting files to the CD:IEA\_062020" document. This is

also attached for ease of reference. If the correct procedure for submitting applications/documents is not followed, or incomplete or unsigned forms are submitted, your application/documents will not be considered and removed from the system.

You are further informed that our application templates have also been amended, and all clients must use the latest templates, which can be found on our website: <https://www.environment.gov.za/documents/forms>. Failure to do so will result in your documents being removed from the system.

Please ensure that the document control form is completed and attached to the email, indicating proof of submission.

- ⇒ Public Participation Plan to be approved, prior to lodging an application or an amendment application. (The PP Plan, as well as the pre-application reference number must be filled in and attached in the application forms (where applicable)).
- ⇒ Latest templates from the website used. These templates are dated June 2020.
- ⇒ Documents uploaded on system according to "Process for submitting files to the CD:IEA\_062020" document.
- ⇒ Email sent confirming proof of upload with screenshot.
- ⇒ Document control form completed and attached to email.

If more than one application needs to be submitted, ensure that each application/ documents for application is uploaded separately, and a separate email and document control form is attached per upload.

Please note the Username and Password as follows:

**Username:** EIAApplications

**Password:** @ugu5t2020

**EIA Applications**

Integrated Environmental Authorisations

Department of Environment, Forestry and Fisheries

Please note that this email is for the receipt and processing of online applications only, and is not monitored for responses. All queries must be directed to [EIAAdmin@environment.gov.za](mailto:EIAAdmin@environment.gov.za).

You are advised that this mailbox has a 48 hour response time.

*Please note that this mailbox has a 5mb mail limit. No zip files are to be attached in any email.*

**From:** Vivienne Thomson [<mailto:vivienne@enviroafrica.co.za>]

**Sent:** Thursday, 27 August 2020 16:34

**To:** EIA Applications <[EIAApplications@environment.gov.za](mailto:EIAApplications@environment.gov.za)>

**Subject:** Request for Password (Ref. No.: 14/12/16/3/3/1/2155)

Dear Sir/Madam

Please provide me with a password for online submission of the final basic assessment report and corrected application form for Visserspan Solar PV Facility - Project 3 (Ref. No. 14/12/16/3/3/1/2155).

Thank you,  
Vivienne Thomson

  
**EnviroAfrica**  
Environmental Consultant  
EnviroAfrica cc

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**From:** Vivienne Thomson <vivienne@enviroafrica.co.za>  
**Sent:** 31 August 2020 09:40  
**To:** 'EIAAdmin'  
**Cc:** 'Ephron Maradwa'; 'Muhammad Essop'  
**Subject:** RE: Request for Password (Ref. No.: 14/12/16/3/3/1/2155)

Dear Rhulani

Thank you for your very quick response.

I apologise for sending you my query - I followed the instructions in the email below from EIAApplications dated 28 August 2020 (12:18) which states, **"Please note that this email is for the receipt and processing of online applications only, and is not monitored for responses. All queries must be directed to [EIAAdmin@environment.gov.za](mailto:EIAAdmin@environment.gov.za)."**

I also received comments from my case officer for Visserspan Project 1 (Ref. No. 14/12/16/3/3/1/2153) stating that original copies of I&AP interaction must be sent to the Department with the final BAR – hence my question to you regarding hardcopies but you have cleared up that query.

Thank you,  
Vivienne Thomson



**EnviroAfrica**

*Environmental Consultant*

**EnviroAfrica cc**

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Please consider the environment and only print this mail if necessary.

**From:** EIAAdmin <EIAAdmin@environment.gov.za>  
**Sent:** 28 August 2020 14:53  
**To:** Vivienne Thomson <vivienne@enviroafrica.co.za>  
**Cc:** Ephron Maradwa <EMaradwa@environment.gov.za>; Muhammad Essop <MEssop@environment.gov.za>  
**Subject:** RE: Request for Password (Ref. No.: 14/12/16/3/3/1/2155)

Dear Vivienne

My understanding is that a password is valid for once instance of use and expires after use. So the password that had been provided will no longer be valid meaning you will need to obtain a new password. You could use one password and upload multiple files in the folder as long as they are correctly labelled for identification purposes. I have copied colleagues in the unit that receives applications so they can assist you. Application related queries must be directed to [EIAApplications@environment.gov.za](mailto:EIAApplications@environment.gov.za).

The department no longer accepts hard copies of applications and everything is done online.

Kind regards

## Vivienne Thomson

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**From:** Vivienne Thomson <vivienne@enviroafrica.co.za>  
**Sent:** 18 August 2020 09:28  
**To:** 'Muhammad Essop'  
**Cc:** 'Samkelisiwe Dlamini'; 'Rhulani Kubayi'  
**Subject:** RE: Visserspan Solar PV Project 3 (14/12/16/3/3/1/2155)

Dear Muhammad

Thank you for your prompt and efficient response.

Much appreciated,  
Vivienne Thomson



*Environmental Consultant*

**EnviroAfrica cc**

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**From:** Muhammad Essop <MEssop@environment.gov.za>  
**Sent:** 18 August 2020 08:55  
**To:** Vivienne Thomson <vivienne@enviroafrica.co.za>  
**Cc:** Samkelisiwe Dlamini <SDlamini@environment.gov.za>; Rhulani Kubayi <RKubayi@environment.gov.za>  
**Subject:** RE: Visserspan Solar PV Project 3 (14/12/16/3/3/1/2155)

Dear Vivienne.

Please note that I am getting the 11<sup>th</sup> of September for the due date for the submission of the Final BAR.

Regards

*Muhammad Essop*

**Assistant Director – Priority Infrastructure Projects**

Integrated Environmental Authorisations

Department of Environment, Forestry and Fisheries

Private Bag X447

Pretoria

0001

☎ (012) 399 9406

✉ [MEssop@environment.gov.za](mailto:MEssop@environment.gov.za)

---

**From:** Vivienne Thomson <[vivienne@enviroafrica.co.za](mailto:vivienne@enviroafrica.co.za)>  
**Sent:** Monday, August 17, 2020 17:32  
**To:** Muhammad Essop <[MEssop@environment.gov.za](mailto:MEssop@environment.gov.za)>  
**Cc:** Samkelisiwe Dlamini <[SDlamini@environment.gov.za](mailto:SDlamini@environment.gov.za)>; Rhulani Kubayi <[RKubayi@environment.gov.za](mailto:RKubayi@environment.gov.za)>



**Subject:** FW: Visserspan Solar PV Project 3 (14/12/16/3/3/1/2155)

**Importance:** High

Dear Mr. Essop

Please see email below with reference to the final BAR submission due date for the above project. Please could the Department provide the requested feedback on this case.

I had previously sent email enquiries to the email address supplied on the acknowledgement letter i.e. [jmmahlangu@environment.gov.za](mailto:jmmahlangu@environment.gov.za), but did not received any response (emails sent on 09/06/2020 and 30/06/2020). I recently sent the email below and would appreciate some form of confirmation from the Department.

Thank you,  
Vivienne Thomson



**EnviroAfrica**

*Environmental Consultant*

**EnviroAfrica cc**

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**From:** Vivienne Thomson <[vivienne@enviroafrica.co.za](mailto:vivienne@enviroafrica.co.za)>

**Sent:** 15 August 2020 01:33

**To:** 'rkubayi@environment.gov.za' <[rkubayi@environment.gov.za](mailto:rkubayi@environment.gov.za)>

**Cc:** 'SDlamini@environment.gov.za' <[SDlamini@environment.gov.za](mailto:SDlamini@environment.gov.za)>; 'ElAadmin@environment.gov.za'

<[ElAadmin@environment.gov.za](mailto:ElAadmin@environment.gov.za)>

**Subject:** Visserspan Solar PV Project 3 (14/12/16/3/3/1/2155)

Dear Rhulani

The application and draft basic assessment report (BAR) for above project was acknowledged as received by the Department of Environment, Forestry and Fisheries (DEFF) on 11 March 2020 (as per the attached letter from the Department, dated 12 March 2020). I would like to confirm if my calculation of the final BAR submission due date for the above project is correct especially considering the directions issued by the DEFF on 05 June 2020 in terms of the Disaster Management Act, No. 57 of 2002:

12 March 2020 to 26 March 2020 equates to 15 days, less 21 March public holiday = **14 days**

This leaves a remaining 76 days of the original 90 days final BAR submission period.

As per the DEFF's directions, calculating from 06 June 2020 and adding 21 days to accommodate the lockdown period implies that the above 76 days commenced again on 28 June 2020 i.e. 06 June 2020 to 27 June 2020 equates to 22 days, less 16 June public holiday = **21 days**

Counting 76 days from 28 June 2020, brings the deadline for final BAR submission to 13 September 2020 i.e. 28 June 2020 to 31 July 2020 = **34 days** + 01 August 2020 to 31 August 2020 equates to 31 days, less 09 and 10 August public holidays = **29 days**

+ 01 September 2020 to 13 September 2020 = **13 days**

Thus, 14 days + 21 days + 34 days + 29 days + 13 days = **111 days** (or 90 days +21 days)

However, 13 September 2020 is a Sunday, so as per EIA regulation 3(1), the deadline for submission will be 14 September 2020.

Please confirm if the calculation of the FBAR final submission date is correct.

Thank you,  
Vivienne Thomson



*Environmental Consultant*

**EnviroAfrica cc**

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## Vivienne Thomson

---

**From:** Vivienne Thomson <vivienne@enviroafrica.co.za>  
**Sent:** 31 August 2020 09:40  
**To:** 'EIAAdmin'  
**Cc:** 'Ephron Maradwa'; 'Muhammad Essop'  
**Subject:** RE: Request for Password (Ref. No.: 14/12/16/3/3/1/2155)

Dear Rhulani

Thank you for your very quick response.

I apologise for sending you my query - I followed the instructions in the email below from EIAApplications dated 28 August 2020 (12:18) which states, **"Please note that this email is for the receipt and processing of online applications only, and is not monitored for responses. All queries must be directed to [EIAAdmin@environment.gov.za](mailto:EIAAdmin@environment.gov.za)."**

I also received comments from my case officer for Visserspan Project 1 (Ref. No. 14/12/16/3/3/1/2153) stating that original copies of I&AP interaction must be sent to the Department with the final BAR – hence my question to you regarding hardcopies but you have cleared up that query.

Thank you,  
Vivienne Thomson



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**From:** EIAAdmin <EIAAdmin@environment.gov.za>  
**Sent:** 28 August 2020 14:53  
**To:** Vivienne Thomson <vivienne@enviroafrica.co.za>  
**Cc:** Ephron Maradwa <EMaradwa@environment.gov.za>; Muhammad Essop <MEssop@environment.gov.za>  
**Subject:** RE: Request for Password (Ref. No.: 14/12/16/3/3/1/2155)

Dear Vivienne

My understanding is that a password is valid for once instance of use and expires after use. So the password that had been provided will no longer be valid meaning you will need to obtain a new password. You could use one password and upload multiple files in the folder as long as they are correctly labelled for identification purposes. I have copied colleagues in the unit that receives applications so they can assist you. Application related queries must be directed to [EIAApplications@environment.gov.za](mailto:EIAApplications@environment.gov.za).

The department no longer accepts hard copies of applications and everything is done online.

Kind regards

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**From:** Vivienne Thomson [<mailto:vivienne@enviroafrica.co.za>]  
**Sent:** Friday, 28 August 2020 14:02  
**To:** EIAAdmin <[EIAAdmin@environment.gov.za](mailto:EIAAdmin@environment.gov.za)>  
**Subject:** RE: Request for Password (Ref. No.: 14/12/16/3/3/1/2155)  
**Importance:** High

Dear Madam/Sir

As per the email below, I requested a password in four separate emails for the online submission of four separate final BARs. I only received one email response back in reply to my four requests.

Please confirm if the same password must be used for the four separate applications I will be submitting early next week?

Also, could you confirm whether the Department is now also receiving hardcopies of the final BAR, or is everything for final BAR submission still being done online?

Thank you,  
Vivienne Thomson



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**From:** EIA Applications <[EIAApplications@environment.gov.za](mailto:EIAApplications@environment.gov.za)>  
**Sent:** 28 August 2020 12:18  
**To:** Vivienne Thomson <[vivienne@enviroafrica.co.za](mailto:vivienne@enviroafrica.co.za)>  
**Subject:** RE: Request for Password (Ref. No.: 14/12/16/3/3/1/2155)

Dear Vivienne

Kindly note that applications/documents submitted on a Saturday, Sunday or Public Holiday will be noted as received on the next working day.

***N.B. for every new application for Environmental Authorisation or an application for amendment of a valid Environmental Authorisation; where Public Participation must be conducted, it is a requirement of the Department that the Public Participation Plan (PPP) is approved prior to lodging the application (refer to Annexure 2 and 3 of the Directions published on 5 June 2020). Please submit a request for a Pre-application Meeting and attach the PPP for approval, the allocated official will revert back to you.***

Submitting an application, including an amendment application, without the necessary approval of the PPP will result in the application not being considered and removed from the system.

You are requested to ensure that you fully comply with the rules for submitting documents to the Department as outlined in the attached gazette as well as the "Process for submitting files to the CD:IEA\_062020" document. This is

also attached for ease of reference. If the correct procedure for submitting applications/documents is not followed, or incomplete or unsigned forms are submitted, your application/documents will not be considered and removed from the system.

You are further informed that our application templates have also been amended, and all clients must use the latest templates, which can be found on our website: <https://www.environment.gov.za/documents/forms>. Failure to do so will result in your documents being removed from the system.

Please ensure that the document control form is completed and attached to the email, indicating proof of submission.

- ⇒ **Public Participation Plan to be approved, prior to lodging an application or an amendment application. (The PP Plan, as well as the pre-application reference number must be filled in and attached in the application forms (where applicable)).**
- ⇒ **Latest templates from the website used. These templates are dated June 2020.**
- ⇒ **Documents uploaded on system according to “Process for submitting files to the CD:IEA\_062020” document.**
- ⇒ **Email sent confirming proof of upload with screenshot.**
- ⇒ **Document control form completed and attached to email.**

If more than one application needs to be submitted, ensure that each application/ documents for application is uploaded separately, and a separate email and document control form is attached per upload.

Please note the Username and Password as follows:

**Username:** EIAApplications

**Password:** @ugu5t2020

#### **EIA Applications**

Integrated Environmental Authorisations

Department of Environment, Forestry and Fisheries

**Please note that this email is for the receipt and processing of online applications only, and is not monitored for responses. All queries must be directed to [EIAadmin@environment.gov.za](mailto:EIAadmin@environment.gov.za).**

**You are advised that this mailbox has a 48 hour response time.**

*Please note that this mailbox has a 5mb mail limit. No zip files are to be attached in any email.*

---

**From:** Vivienne Thomson [<mailto:vivienne@enviroafrica.co.za>]

**Sent:** Thursday, 27 August 2020 16:34

**To:** EIA Applications <[EIAApplications@environment.gov.za](mailto:EIAApplications@environment.gov.za)>

**Subject:** Request for Password (Ref. No.: 14/12/16/3/3/1/2155)

Dear Sir/Madam

Please provide me with a password for online submission of the final basic assessment report and corrected application form for Visserspan Solar PV Facility - Project 3 (Ref. No. 14/12/16/3/3/1/2155).

Thank you,

Vivienne Thomson



**EnviroAfrica**

Environmental Consultant

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## Vivienne Thomson

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**From:** Vivienne Thomson <vivienne@enviroafrica.co.za>  
**Sent:** 07 September 2020 17:38  
**To:** 'EIAApplications@environment.gov.za'  
**Subject:** Visserspan Solar PV Facility - Project 1 (Ref. No. 14/12/16/3/3/1/2153)  
  
**Importance:** High

Dear Sir/Madam

Please provide me with a password for online submission of the final basic assessment report and corrected application form for Visserspan Solar PV Facility - Project 1 (Ref. No. 14/12/16/3/3/1/2153). I have not made any submissions under this project as yet and the password I received on 28 August 2020 (@ugu5t2020) does not work anymore.

Thank you,  
Vivienne Thomson



*Environmental Consultant*

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## Vivienne Thomson

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**From:** Vivienne Thomson <vivienne@enviroafrica.co.za>  
**Sent:** 08 September 2020 05:08  
**To:** 'Muhammad Essop'  
**Cc:** 'Samkelisiwe Dlamini'; 'Weyers Janse van Rensburg'; Bernard de witt  
**Subject:** Ref. No. 14/12/16/3/3/1/2155 - Shapefiles (Visserspan Solar PV Facility - Project 3)  
**Attachments:** LayoutOverlay.zip; LayoutOverlayMapDataNotes.pdf;  
VisserspanRegionalMapESRIshpfiles.zip; RegionalMapDataNotes.pdf;  
VisserspanStatusQuoShpFiles.zip; StatusQuoMapDataNotes.pdf

Dear Muhammad

Please find the shapefiles, metadata and pdf notes for the above project.

**Please note:** In response to a comment received from the Department, the scale for Visserspan Solar PV Facility - Project 3 development footprint layout overlay is 1:9000.

Should there be any queries, please do not hesitate to contact me.

Thank you,  
Vivienne Thomson



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## Vivienne Thomson

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**From:** Vivienne Thomson <vivienne@enviroafrica.co.za>  
**Sent:** 08 September 2020 15:55  
**To:** 'EIAApplications@environment.gov.za'  
**Subject:** Request for password (Ref. No. 14/12/16/3/3/1/2153)  
  
**Importance:** High

Dear Sir/Madam

Please provide me with a password for online submission of the final basic assessment report and corrected application form for Visserspan Solar PV Facility - Project 1 (Ref. No. 14/12/16/3/3/1/2153). I have not made any submissions under this project as yet and the password I received on 28 August 2020 (@ugu5t2020) does not work anymore.

Thank you,  
Vivienne Thomson



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