

Procedures for filling out a PIP, Project Information Package.

PIPs can only be submitted by Directors or their designated representatives.

- The proponent of the project is the one to fill out the form.
- Fill out the form as completely as possible.
- Provide a project name
- Provide project location information to include a detailed map and drawing of the entire project location.
- Check the appropriate type of action.
- Provide a complete project description to include:
 1. Equipment to be used
 2. Techniques to be employed
 3. Materials to be used
 4. Disposal of waste materials
 5. Size of project area to include
 - Staging areas for equipment
 - All working areas for equipment
 - Stock pile locations
 - Storage areas
- Provide project Start and End dates.
- Provide proponent Name, Address, and Contact number.
(The PIP will not be processed with out this information.)
- Provide your purpose and need for the project.
- Provide alternatives for the project only if the project requires an EA or EIS.

Please provide completed PIP to Mark Williams, Environmental Office Lead.
Please call Mark Williams with any questions regarding the filling out of the PIP.
805-238-8332, CAGNET 68332