**Notification of an affected Party of a proposed plan or programme under article 10 of the Protocol on Strategic Environmental Assessment**

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| *Description of information to be included* | *Information* |
| **General information on the plan or programme** |
| Name of the plan or programme |  |
| Type and sector of plan or programme (e.g., local land-use plan, national energy strategy) |  |
| Territorial coverage (e.g., regional, national) |  |
| Main content and purpose of the plan or programme (e.g., framework setting for projects, determination of use of land) and its links with other plans or programmes |  |
| Whether the plan or programme is binding | Binding ⬜  |
| Not binding ⬜  |
| **Submitted documents** |
| Draft plan or programme | Enclosed ⬜ |
| Not enclosed ⬜(in which case, date by it will be transmitted)  |
| Environmental Report | Enclosed ⬜ |
| Not enclosed ⬜(in which case, date by it will be transmitted) |
| Other documents (with description) |  |
| Languages into which documents are or will be translated |  |
| **Description of the decision-making procedure and of the strategic environmental assessment (SEA) procedure in the Party of origin** |
| Description of the phases of the planning procedure |  |
| Legal basis for the planning procedure (quoting the regulation or other legal basis) |  |
| Description of the phases of the SEA procedure, including participation of the affected Party |  |
| Legal basis for the SEA procedure (quoting the regulation or other legal basis) |  |
| Present phase of the planning procedure and of the SEA procedure |  |
| Time schedule of the foreseen continuation of the planning procedure and of the SEA procedure |  |
| Process and timing of the possible adoption of the plan or programme |  |
| **Information on the public participation process in the Party of origin** |
| Opportunities for the public to participate: |  |
| Start and end dates for the public to provide comments on the environmental report and draft plan or programme |  |
| How the public is informed of the public participation process |  |
| Whether a public hearing is organized and, if so, when | Yes ⬜(in which case, the date of the hearing) |
| No ⬜ |
| How the public is informed of the adoption of the plan or programme and how the information specified in article 11, paragraph 2, is made available |  |
| Expected time schedule for transmittal of comments and questions by the public of the affected Party on the draft plan or programme and on the full environmental report |  |
| **Involved authorities in the Party of origin** |
| Authority responsible for the planning procedure |  |
| Authority/institution responsible for the adoption of the plan or programme |  |
| Authority responsible for the SEA procedure |  |
| Authority/institution responsible for the SEA decision (if applicable) |  |
| **Affected Parties** |
| List of Parties to which notification has been sent |  |
| **Point of contact for the transboundary procedure** |
| Authority responsible for coordinating activities relating to the transboundary SEA procedure: name, address, email, telephone and fax numbers |  |
| **Deadlines for response to the notification** |
| Deadline for responding to indicate whether the affected Party wishes to participate |  |
| Deadline for transmission of comments on the draft plan or programme and the full environmental report by authorities of the affected Party (if different from above) |  |

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| **Means of communication** |
| Means by which letters from the Party of origin are sent (e.g., e-mail, fax, post, via embassy) |  |
| Means by which affected Parties are asked to send their letters |  |