

3.3.2 EIR Introduction

The introduction to the EIR should briefly present the following information:

- The nature and background of the project being proposed;
- The type of EIR being prepared and whether it is part of a tiered process;
- The format and contents of the EIR; and
- Environmental review process

A Brief Description of the Nature and Background of the Project

The introduction should briefly summarize the salient information about the project regarding the type of plan or facility being proposed; its location, size and intended use; its relationship to campus or University of California goals; and the rationale for its proposal.

The Type of EIR Being Prepared and Whether It Is Part of a Tiered Process

The EIR should state which type of EIR is being prepared (see *UC CEQA Handbook Section 2.3.1*):

- Program EIR
- Project EIR
- Tiered Project EIR
- Focused EIR
- Staged EIR
- Master EIR
- Subsequent EIR
- Supplement to an EIR
- Addendum to an EIR
- Joint EIR / EIS

Further, the introduction should describe whether the EIR is linked to any other EIR as part of a tiered process.

The Format and Content of the EIR

The introduction should describe how the EIR is organized and the type of information that is included in each of the sections. It should indicate which environmental issue areas are addressed in the EIR. It should also indicate, for example, that the section containing each technical issue is divided into: 1) the setting, which consists of environmental baseline information; 2) impacts of the proposed project; and 3) mitigation measures that are designed to reduce impacts to less than significant levels. If the EIR is tiered from Program EIR or LRDP EIR, the introduction should summarize relevant Program EIR or LRDP EIR information.

It is important to specify formatting techniques at this point (e.g., bold print will identify significant and unavoidable impacts, mitigation measures will be printed in italics, etc.).

How the Document Will Be Used in the Decision Making Process

The introduction should briefly indicate how the document will be used in the decision-making process and who will make the final decision to certify the EIR and approve or deny the proposed project. In addition, it should describe the schedule for the public review process. Finally, it should include, to the extent known, a list of the agencies that are expected to use the EIR in their decision-making and a list of the agency approvals for which the EIR will be used (see *CEQA Guidelines Appendix B*)

http://ceres.ca.gov/topic/env_law/ceqa/guidelines/pdf/appen_b.pdf (upon request, the Office of Planning and Research will provide assistance in identifying State permits for a project).