

STAKEHOLDERS ENGAGEMENT PLAN
(DRAFT 1 OF 3)

1.0 INTRODUCTION

1.1 Background

This Stakeholder Engagement Plan (SEP) document has been prepared by Richflood (“Consultant”) for Diaoune Agro-Industrie SARL Guinea (hereby as “DAI” or “the Project Owner”). The Stakeholder Engagement Plan (SEP) has been prepared as part of the Environmental and Social Impact Assessment (ESIA) for the proposed Construction and Operation of a Cashew Nut Processing Plant in Boke Project (hereinafter referred to as “the Project”).

The SEP is a “live document” that sets out a detailed strategy for stakeholder and community participation using several identified engagement platforms. Such platforms and the need for specific engagement methods are guided by legislation and Good International Industry Practice (GIIP) guidelines. The SEP also guides development in terms of providing developers, with impact-driven recommendations as to how such concerns, issues and/or impacts should be addressed and to which audiences. In essence, therefore, a SEP is a dynamic document that outlines engagement methods between a developer (or operation), and all its stakeholders.

A SEP involves several components, which are depicted in Figure 1

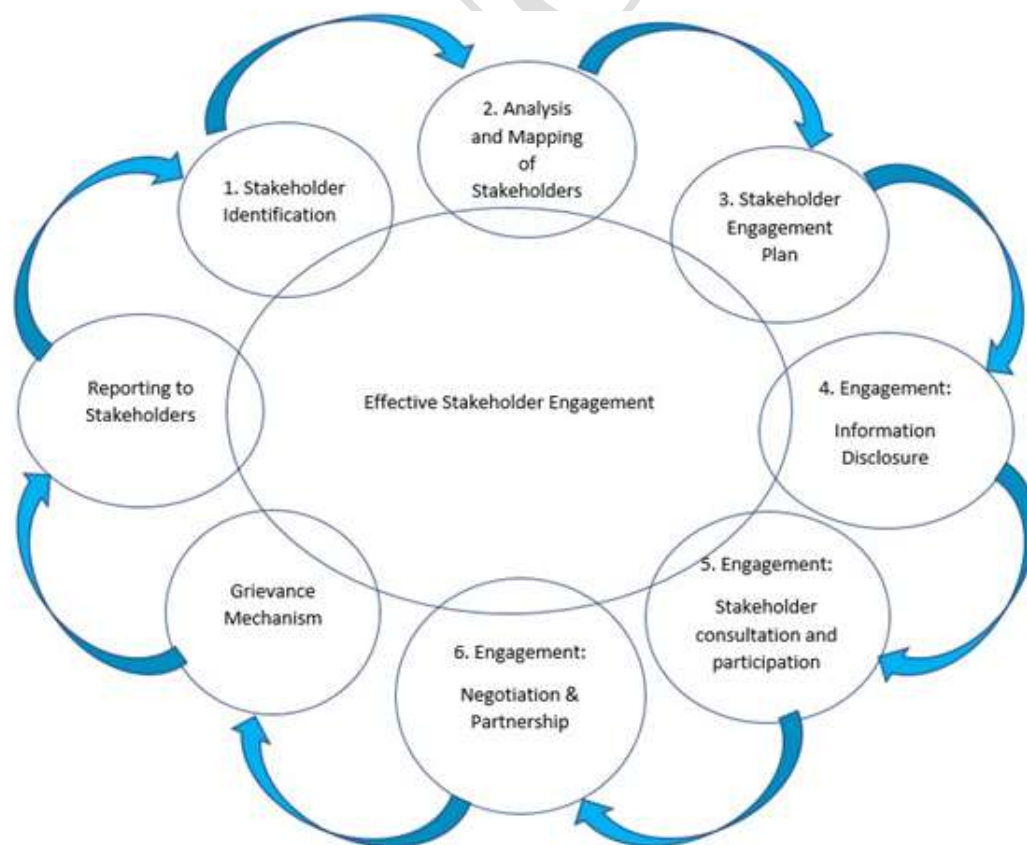


Figure 1: SEP Components

A key consideration for a SEP is to comprehend and hence predict the nature, frequency, and level of effort with which various stakeholder engagement activities need to be used. Such engagement needs to be scaled to the identified socio-economic and environmental risks and associated impacts. Above all, a SEP, as a social performance enhancer, ensures that good relationships are created and maintained between a project developer and all its stakeholders.

The SEP describes the mechanisms by which people – especially local communities – and other stakeholders are informed about the Project and given opportunities to provide comments and input to the Project development.

In line with international standards, the main purpose of this SEP is therefore to:

- Explain to the directly affected population and other interested stakeholders and members of the public which Project Documents are available and where/how this information can be obtained;
- Describe the process by which the Project Affected Persons (PAPs) and other stakeholders (e.g. vulnerable groups, NGOs) can provide comments and input, communicate opinions, ask questions and express concerns; and
- Explain how these comments/inputs will be addressed within the finalization of the ESIA Report.

1.2 Project Location

The project is located along Boke-Kalaboui Road, Kataba village, Boke, Republic of Guinea. The project area is bounded by the coordinates: Latitude N10° 50' 3.9"- N10° 50' 11.8" and Longitude W14° 21' 23.2" - W14° 21' 28.2". The Map showing the project location is shown in Figure 2 below:

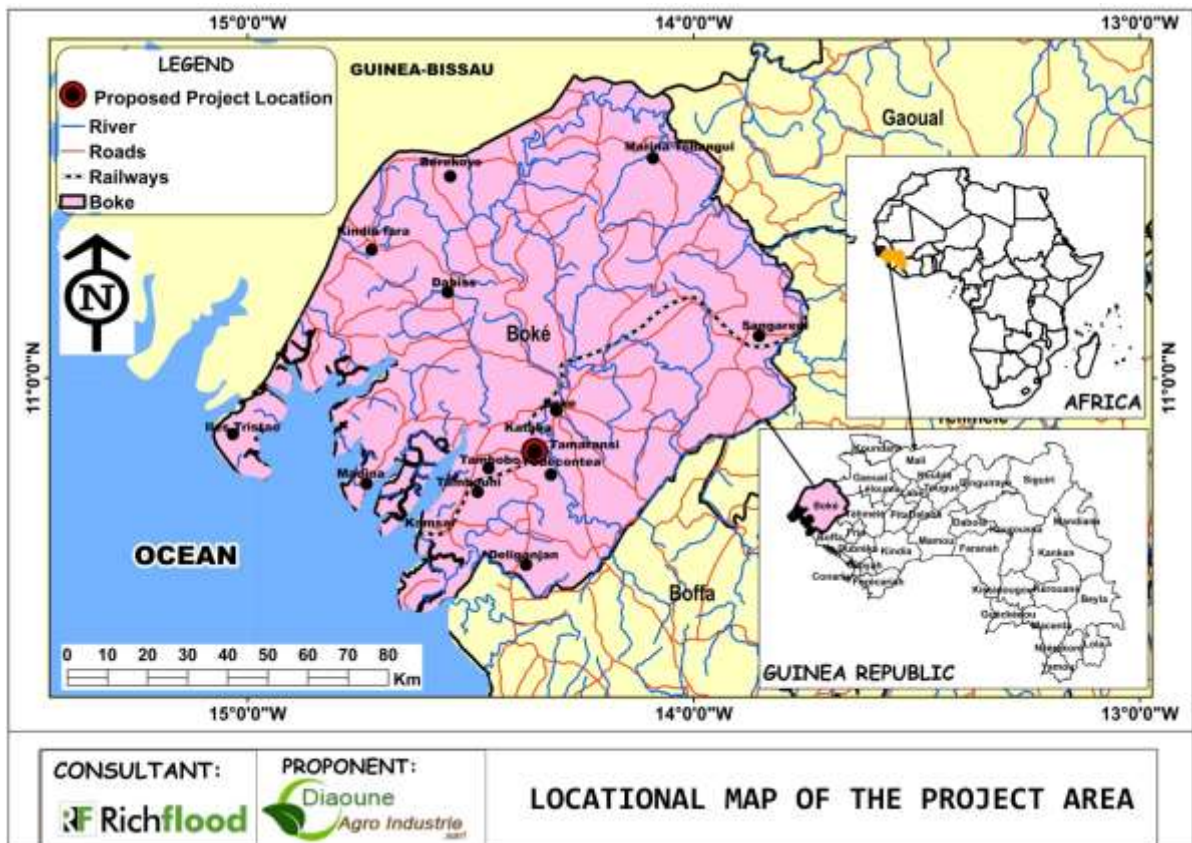


Figure 2: Location of the Proposed Project
Source: Richflood Fieldwork 2022

1.3 Brief Project Description

The Cashew kernel is one of the most sought-after nuts among the dried fruits obtained from an exotic species tree. The commercial cultivation of Cashew nut is resumed in several countries of the world mainly in Asia and Africa. Cashew nut is formed on the outside of the fleshy fruit called the Cashew apple. At the moment of maturity, the apples as well as the nut fall to the ground. These are collected and processed to obtain the Cashew nut.

The nuts are separated from the apples and dried in the sun for 4-5 days. The raw dried nuts are processed to obtain the Cashew kernel which is marketed. The finished product is used as food for the mouth or in baking, catering etc. and is very popular in Asian countries for its many virtues. In general, Cashew processing is an intensive manual process with a lot of labour. The Cashew industry is a great source of employment. Women generally represent almost 90 percent of the workforce employed in the Cashew industry. Nuts purchased from local producers go through a multi-step processing process to result in the finished product.

To strengthen the dynamics of the Cashew sector and because of the promising prospects of the Cashew processing industry in Guinea, the company Diaoune Agro-industrie SARL which already has a processing unit of Cashew nuts with a capacity of 10,000 tons/year in the locality of Kankan, has decided to expand its activities with the expansion in Boké and Conakry of two

processing units with the same characteristics as that of Kankan. It will be assisted by experienced technical partners specializing in Cashew nut processing. The planned annual capacity of the unit will increase from 5,000 tonnes to 10,000 tonnes after five years of operation. Beyond the existing semi-automatic Cashew processing techniques, it will be a question of transforming from a more automatic and more productive technology. This technology is very competitive and meets international standards.

The company will procure the Cashews directly from the producers and remunerate them according to the quality of their Cashews; these producers will realize an additional income of 40% thanks to direct sales and a quality premium. During its expansion phase, it plans to start its factory with a capacity of 5,000 tonnes of raw Cashews in the first year and gradually increase to 8,000 tonnes in the fifth year.

The summary of the project activity, therefore, includes; drying of Raw Cashew Nut (RCN), pre-treatment of RCN, de-shelling, peeling, grading of the kernels, and packaging the kernels for storage and shipment.

1.4 Objectives

The objectives of stakeholder engagement are to:

- Identify all the interested and affected parties (IAPs) of the Project,
- Identify the methods, timing and structures through which to share project information, and to ensure regular, accessible, transparent and appropriate consultation with IAPs,
- Identify the interests, concerns and needs of IAPs;
- Manage IAPs' expectations through negotiation;
- Form partnership to promote constructive interaction amongst all parties; and
- Fulfil national and international requirements for consultation.
- Establish and build trust between DAI and its stakeholders;
- Develop a deeper understanding of the socio-economic and environmental issues faced by the stakeholders of the project through a grievance procedure and transparent communication mechanism. This should allow DAI to better mitigate potential negative impacts and address any concerns;
- Promote early detection in terms of negative stakeholder and stakeholder perceptions of the project to prevent or minimise stakeholder activism, such as protests and/or unrest which could affect the operation of the project;
- Create rapport among stakeholders and regularly provide them with project-related information, strategies and awareness in a language and form which are clearly

understood. This should also allow such stakeholders to make informed decisions that affect their livelihoods and to be part of decision-making (especially with impacts that affect them negatively)

- Manage project-related incidents and grievances;
- Manage stakeholder expectations in terms of social investments. This may relate to expectations regarding Corporate Social Investment (CSI) projects, procurement, and employment opportunities, as well as future development plans; and
- Manage DAI commitments to stakeholders.

A SEP can facilitate sustainable socio-economic development in its PACs. This can be achieved by:

- ✓ Listening to stakeholders and understanding their needs and project expectations;
- ✓ Compiling and communicating key messages to stakeholders;
- ✓ Creating transparency in terms of communication and who to involve;
- ✓ Facilitating collaborative decision-making;
- ✓ Managing grievance and incident management timely and efficiently; and
- ✓ Recording and managing commitments.

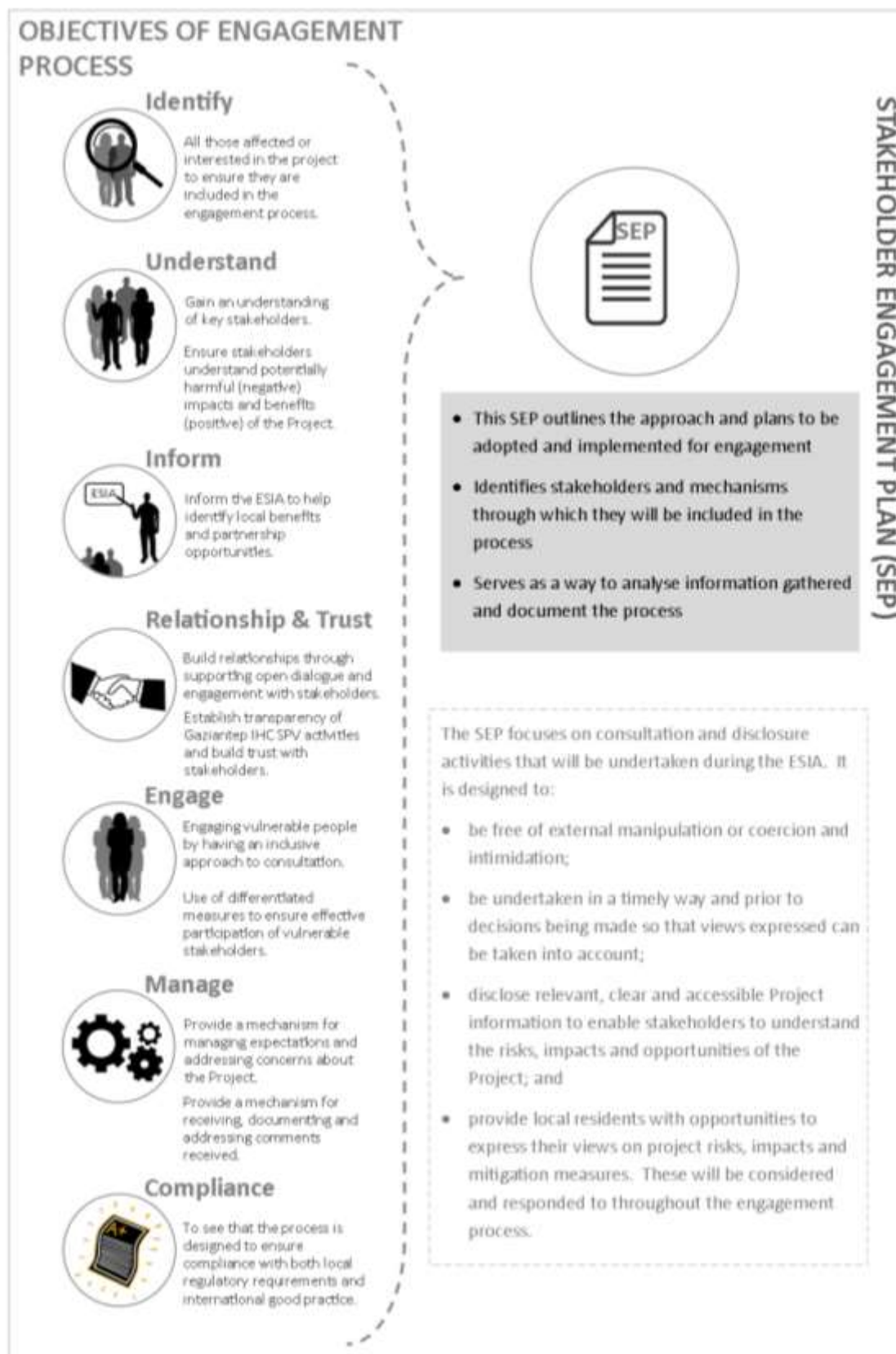


Figure 3: Objectives of Engagement

1.5 Applicability

This Stakeholder Engagement Plan is developed for the current Project design and capacity and is designed to facilitate information disclosure, consultation and participation, and grievance redress mechanism including indigenous peoples located within the project area. The plan outlines the project provisions with regard to engagement with the community and other stakeholders and also receiving feedback during the project operation.

2.0 NATIONAL AND INTERNATIONAL STANDARDS AND LEGISLATION

2.1 Key National Legal Provisions for Environmental and Social Safeguards and Citizen Engagement

This section presents a brief overview of the national legal provisions that necessitate citizenship engagement, disclosure of public information and adequate response to queries, concerns and grievances raised by the public on key government actions.

2.1.1 Social Protection Act, 1994

Law L/94/006/CTRN of 14 February 1994 establishing a Code of Social Security Act is the main source of Guinean legislation governing the protection of workers and their families against economic or social poverty and the difficulties arising from a significant loss of income. This text deals with the legal status and financial organization of the Social Security Fund, pensions for old-age, invalidity and survivors, occupational risk prevention, family benefits, sick leaves, health and social work, and provisions relating to litigation and penalties. It repeals the Social Security Code established by Law L/94/006/CTRN of 12 December 1960.

2.1.2 The Environmental Code

The Environment Code or the Code for the protection and development of the environment (Ordinance No. 045/PRG/87 of 28 May 1987, as amended by Ordinance No. 022/PRG/89 of 10 March 1989 on the code of protection and enhancement of the environment) establishes the administrative and legal framework enabling the Guinean State to deliver on its constitutional obligation to provide for a clean and healthy environment to every person in Guinea.

The Environment Code is the cornerstone of environmental protection and enhancement in Guinea. It sets out the fundamental legal principles to be complied with to ensure the protection of environmental resources and the human environment.

Article 73 of the Title IV of the code relates to the legal regime of classified installations for environmental protection and establishes the administrative and financial requirements applicable to classified facilities.

Article 82 of Title V of the code sets out that a project proponent must submit an environmental impact study to the relevant regulatory authority for projects, structures or installations that may, by their size or the nature of their activities, have an impact on the environment.

Article 83 provides for a Decree to establish a list of activities that require an environmental impact study and the content, methodology and procedure to follow in relation to the environmental impact study: Decree n°199/PRG/SGG/89 of 18 November 1989.

2.1.3 Public Health Act, 1997

The Public Health Code (Act L/97/021/AN of 19 June 1997 on the Code of Public Health) ensures the protection and promotion of health, the rights and obligations of the individual, family and community throughout the territory of the Republic of Guinea.

Decree D/253/24/PRG on health at work creates a National Service of Occupational Medicine in the Department of Health and Public Hygiene and defines the role and responsibilities of this department.

2.1.4 The Child Code Act, 2008

The Child Code Law L/2008/011/AN of August 19, 2008, promulgated by the President of the Republic of Guinea stated that The best interests of the Child must be the primary consideration in all measures taken concerning the child by public or private institutions, Courts or administrative authorities. This Code establishes conventionalization and the procedure of non-incrimination through mediation as well as the participation of the Services and Institutions concerned by Childhood in decision-making and the choice of measures compatible with the best interests of the child. A child has the right to continue to benefit from the various living conditions, and services adapted to their needs, their age and corresponding to the normal family environment.

✓ Law on Child Labour

Article 1. This Order, taken under article 186 of the Code of work, determines the working conditions of employees under the age of 18 years.

Article 2. It is prohibited to employ young workers under the age of 18 years in the following works:

- 1) lubrication, cleaning, inspection or repair of machinery or market mechanisms;

- 2) works requiring the presence or the passage in a room where machines operated by hand or by animal motor or mechanics, motors, transmissions and mechanisms including dangerous parts are not covered with protective devices appropriate;
- 3) driving or manoeuvring lifting or handling equipment;
- 4) handling and use of explosive materials, irritants, corrosive or poisonous;
- 5) work in slaughterhouses, rendering, casing works, tanneries, etc...;
- 6) extraction of waste ores, materials and cuttings in the mines and quarries, as well as in earthworks;
- 7) work of trimmers, drivers, motor drivers, vehicles and mechanical gear;
- 8) all work performed during night hours;
- 9) all works which, even if they do not fall under the scope of the penalties of the law are likely to injure their morality;

Article 3. It is forbidden to employ young workers under the age of 16 years in the following works:

- 1) motor work utilizing pedals, wheels, cranks, levers, manoeuvres of legs and shaking tables moved by hand or foot;
- 2) use and supply of circular or band saws, or lances multiple, work on mechanical shears or cutting edges and with millstones;
- 3) building work, excluding finishing work not requiring the use of scaffolding.

Article 4. Young workers under the age of 18 may not wear, drag or push, both inside and outside establishments, loads weighing more than the following:

Carrying burdens:

- ✓ 14 and 15 year old boys 10 Kg
- ✓ 16 and 17 year old boys 15 Kg
- ✓ 16 and 17 year old girls 10 Kg

Transport on wheelbarrow (vehicle included):

- ✓ 14 and 15 year old boys 20 Kg
- ✓ 16 and 17 year old boys 25 Kg
- ✓ 16 and 17 year old girls 15 Kg

Transport on vehicles with 2, 3 and 4 wheels (vehicle included):

- ✓ 14 and 15 year old boys 40 Kg
- ✓ 16 and 17 year old boys 50 Kg
- ✓ 16 and 17 year old girls 35 Kg

The transport of any load on hand trucks or similar vehicles is prohibited for young workers under the age of 18.

Article 5. The age for admission to apprenticeship fixed at 14 years of age may, with the authorization of the Labor Inspector, however, be reduced to 12 years for the following works:

- a) light domestic work corresponding to the employment of scullion, assistant cook, little boy, babysitter;
- b) picking, collection and sorting work carried out in the agricultural exploitations;
- c) light work of a non-industrial nature.

Article 6. Any hiring of young workers aged 12 to 14 carried out in accordance with article 5 of this Order will give rise, within eight days, to the establishment of a list of names which will be sent to the Labor Inspector and who will specify for each young worker the nature of work and its remuneration.

Article 7. The written consent of the parents or guardians is required for entry into the employment of a child aged 12 to 14.

Article 8. The entry into the employment of the children referred to above is subject to the written authorization of the Labor Inspector or his legal representative. This authorization will be mentioned in the employer's register.

Article 9. The Labor Inspectors may require the medical examination of any young worker to determine whether the work in which he is employed does not exceed his strength. When it is proven that the young worker is physically unfit for the work to which he is employed, he must be assigned to work corresponding to his physical fitness or dismissed without the consequences of his dismissal may be charged to him.

Article 10. Night work is prohibited for young workers of one or the opposite sex under the age of 18. However, it can be waived for young workers aged 16 to 18 to repair accidents that have occurred or to prevent any accidents that may occur.

Article 11. The minimum duration of night rest for young workers may not be less than twelve consecutive hours including the period between six o'clock in the evening and six o'clock in the morning.

Article 12. Sunday rest is compulsory for apprentices and young workers under the age of 18, even when employed in a business or establishment where Sunday work is permitted.

Article 13. Persons violating the provisions of this Order expose themselves, as the case may be, to the penalties provided for in Articles 167 and 205 of the Labor Code.

Article 14. This Order, which takes effect from its date of signature, will be recorded and published in the Official Journal of the Republic. Conakry, April 22, 1996

2.2 International Requirements

Diaoune Agro-Industrie Sarl, Guinea has committed to developing the Project in line with Good International Industry Practice (GIIP), and specifically the World Bank's Environmental and Social Framework (ESF) and the International Finance Corporation's (IFC) Performance Standards (PS). The specific standards of relevance to this Project are, therefore:

PS1: Assessment and Management of Environmental and Social Risks and Impacts - IFC Performance Standards (2012).

- Identify and evaluate environmental and social risks and impacts of the project.
- Adopt a mitigation hierarchy to anticipate and avoid, or where avoidance is not possible, minimise, and, where residual impacts remain, compensate/offset for risks, and impacts to workers, affected communities, and the environment.
- Promote improved environmental and social performance of clients through the effective use of management systems.
- Ensure that grievances from affected communities and external communications from other stakeholders are responded to and managed appropriately
- Promote and provide means for adequate engagement with affected communities throughout the project cycle on issues that could potentially affect them and to ensure that relevant environmental and social information is disclosed and disseminated

PS 4: Community Health, Safety and Security

- Anticipate and avoid adverse impacts on the health and safety of the affected community during the project life from both routine and non-routine circumstances.
- Ensure that the safeguarding of personnel and property is carried out in accordance with relevant human rights principles and in a manner that avoids or minimizes risks to the affected communities.

PS 8: Cultural Heritage

- Protect cultural heritage from the adverse impacts of project activities and support its preservation.
- Promote the equitable sharing of benefits from the use of cultural heritage.

ESS10: "Stakeholder Engagement and Information Disclosure" – World Bank's Environmental and Social Framework (ESF).

These international requirements relating to stakeholder engagement are summarised below:

The International Finance Corporation (IFC) requirements

Project engagement and disclosure under PS1 on the Assessment and Management of Environmental and Social Risks and Impacts is required. The objective is to ensure that affected

communities are appropriately engaged on issues that could potentially affect them; to develop and maintain a constructive relationship with communities, and to establish a grievance mechanism. Paragraphs 25-35 of the IFC PS1 provide detailed information on:

- Who to consult;
- When to consult;
- What to consult; and
- How to consult.

The requirements for the consultations with the external stakeholders are defined in the IFC Social and Environmental Sustainability Policy and the respective IFC Performance Standards and Guidelines. According to the IFC requirements, public consultations should be carried out in the process of preparing the ESIA document on environmental and social aspects of the Project.

Based on the outcome of the consultations, the attitude of the stakeholders should be taken into consideration. The consultations should be conducted as early as possible. The relevant project-related information should be made accessible in advance. The Company should carry out subsequent consultations in the course of the Project implementation.

IFC requirements for public consultations and information disclosure are summarized below:

- Be free of external manipulation, interference, or coercion, and intimidation,
- Involve all representatives of local communities (including women, aged people, children, etc.),
- Be provided with a preliminary analysis of stakeholders,
- Initiate both open meetings with local communities and meetings with the leaders of local communities,
- Give clear information on potential risks associated with Project implementation,
- Be initiated at an early stage (especially for projects with significant adverse impacts),
- Be based on timely, actual, understandable and accessible information available in the language preferred by the affected communities,
- Inform that the Terms of Reference provide for carrying out an environmental and social assessment,
- Make it possible to define periods and possibilities for making collective decisions (especially for indigenous people) and the appropriate feedback mechanism,
- Stimulate the development of a transparent Action Plan based on an Environmental and Social Management Plan, and

- Ensure monitoring of all essential changes in planning of the scope of projects and the project implementation procedure

World Bank Environmental and Social Standard on Stakeholder Engagement

The World Bank's Environmental and Social Framework (ESF)'s Environmental and Social Standard (ESS) 10, "Stakeholder Engagement and Information Disclosure", recognizes "the importance of open and transparent engagement between the Borrower and project stakeholders as an essential element of good international practice" (World Bank, 2017: 97). Specifically, the requirements set out by ESS10 are the following:

- "Borrowers will engage with stakeholders throughout the project life cycle, commencing such engagement as early as possible in the project development process and in a timeframe that enables meaningful consultations with stakeholders on project design. The nature, scope and frequency of stakeholder engagement will be proportionate to the nature and scale of the project and its potential risks and impacts;
- Borrowers will engage in meaningful consultations with all stakeholders. Borrowers will provide stakeholders with timely, relevant, understandable and accessible information, and consult with them in a culturally appropriate manner, which is free of manipulation, interference, coercion, discrimination and intimidation;
- The process of stakeholder engagement will involve the following, as set out in further detail in this ESS: (i) stakeholder identification and analysis; (ii) planning how the engagement with stakeholders will take place; (iii) disclosure of information; (iv) consultation with stakeholders; (v) addressing and responding to grievances; and (vi) reporting to stakeholders.
- The Borrower will maintain and disclose as part of the environmental and social assessment, a documented record of stakeholder engagements, including a description of the stakeholders consulted, a summary of the feedback received and a brief explanation of how the feedback was taken into account, or the reasons why it was not." (World Bank, 2017: 98). A Stakeholder Engagement Plan proportionate to the nature and scale of the project and its potential risks and impacts must be developed by the Borrower. The SEP must be disclosed as early as possible, and before project appraisal, and the Borrower must seek the views of stakeholders on the SEP, including on the identification of stakeholders and the proposals for future engagement. If significant changes are made to the SEP, the Borrower has to disclose the updated SEP (World Bank, 2017: 99). According to ESS10, the Borrower should also propose and

implement a grievance mechanism to receive and facilitate the resolution of concerns and grievances of project-affected parties related to the environmental and social performance of the project promptly (World Bank, 2017: 100). For more details on the WB Environmental and Social Standards, please follow the link below:

<https://www.worldbank.org/en/projects-operations/environmental-and-social-framework/brief/environmental-and-social-standards>

3.0 KEY STAKEHOLDER ENGAGEMENT PRINCIPLES

The following principles guide this SEP:

- a. **Inclusivity:** one stakeholder group will not be prioritised above another. Local community culture, human rights, values, and traditions will be upheld and genuinely endorsed during every aspect of the engagement. The concerns/issues of vulnerable groups will be differentially treated. Separate meetings will be held with the vulnerable and marginalised groups;
- b. **Transparency:** all information will be shared transparently and openly with all identified stakeholders. All values, opinions and issues will be dealt with in a sensitive, transparent and, when appropriate, confidential manner;
- c. **Accessibility:** as part of any stakeholder engagement, interactions will be accessible to the public and documented, with appropriate and timely management-level responses to issues and/or concerns raised;
- d. **Informed consultation and participation:** stakeholders will be fully informed about a project activity to have meaningful consultation and participation;
- e. **Timeliness:** information will be dispersed in a timeline fashion to provide sufficient time for stakeholders to firstly understand; and
- f. **Reciprocal:** opportunity must be allowed for stakeholders to respond and provide their viewpoints on information shared.

Some of the benefits of stakeholder engagement include:

- i. Strengthening the relationship between DAI and its affected stakeholders;
- ii. Providing an opportunity for DAI to continuously assess the needs of its PACs and to act on particular needs;
- iii. Assisting those affected to preserve their sense of “community”;
- iv. Building a collaborative and constructive environment between DAI and its PACs, especially in the event of possible future resettlement, impeding access to farmland, or cultural heritage impacts;

- v. Easing possible future conflicts by collaboratively developing conflict resolution strategies; and
- vi. Guarantee continuous engagements with relevant government departments.

3.1 STAKEHOLDER IDENTIFICATION AND ANALYSIS

3.1.1 Stakeholder Identification

In accordance with the Lender's Requirements regarding stakeholder engagement, DAI has identified and documented various individuals and groups who (i) are affected or likely to be affected (directly or indirectly) by the Project (affected parties), or (ii) may have an interest in the Project (other interested parties).

This will enable DAI to have a realistic picture of those who have an interest in and/or are concerned about the Project and, consequently, should be included in the engagement process. During the recent stakeholder engagement, a list of stakeholders was developed by taking into account the following consideration:

- Potential Project's impacts during its life cycle, with a focus on the operational phase,
- Type of stakeholder engagement mandated by laws and Project standards,
- Potentially people/organizations (directly and indirectly) affected by potential impacts in the Project's area of influence; and
- Vulnerable groups¹ required special engagement efforts.

3.1.2 Stakeholder Categorisation

After stakeholders had been identified and grouped, the stakeholders were categorised based on their concerns about the Project development activities. These include:

- Environmental – this includes alteration of current environmental conditions such as emissions and local air quality, elevated noise/ disturbance levels, damage and depletion to ecological systems, generations and disposal of waste and reduction in the aesthetic value of the environment, changes in resources availability, etc.;

¹ Vulnerable households are defined as meeting at least one of the following criteria:

- Poor or near-poor households certified by the Government;
- Female-headed households;
- Households with orphans or abandoned children;
- Households with an elderly person above the age of 60 living alone;
- Households with an elderly person from 80 years old without social welfare or insurance;
- Households with a physically disabled member;
- Households with a mentally disabled member incapable of work;
- Households with a member with HIV/AIDS and unable to work;
- Households with a single parent from a poor household who are raising children under the age of 16, or children aged 16-18 and attending school; and
- Households with an illiterate breadwinner.

- Social – this includes economic displacement due to land acquisition, livelihoods, agricultural activities, impacts on water, community health and safety, employment of temporary/local/foreign workforce, labour safety, right of way, visual impacts, utility requirements, infrastructure requirements, materials supply, etc.; and
- Technical – this includes feasibility, traffic safety, emergency preparedness, knowledge sharing, project management issues, etc.

3.1.3 Stakeholders Mapping/Ranking of Stakeholder’s Interests and Influence

To define stakeholder relationships, vulnerability, and interest in and influence on Project activities, stakeholders were assessed and mapped. Mapping was done according to influence, interest and the degree of potential impact based on the stakeholder mapping matrix as demonstrated in *Figure 4*.

Since the interest and influence of the stakeholder and the list of stakeholders may be changed throughout Project development, the stakeholder analysis should be updated to reflect the change.

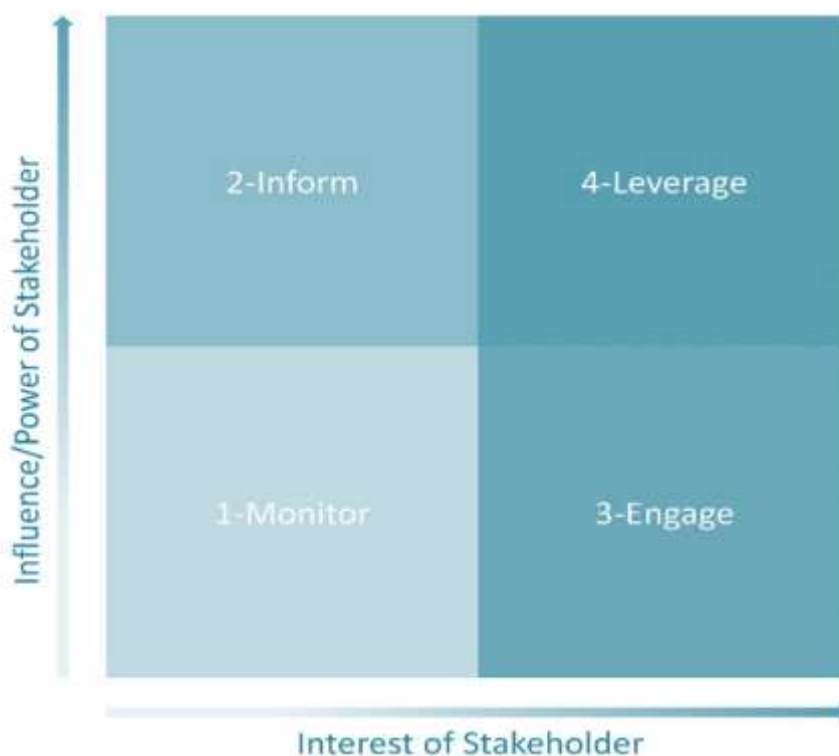


Figure 4: Stakeholder Mapping Matrix

A stakeholder mapping matrix is a tool which assists in identifying where stakeholders stand depending on their influence and interest. The influence and interest of stakeholders can be classified as low or high.

A definition of each group based on the stakeholder mapping can be summarised as follows:

1. **Monitor** – low influence and low interest: Typically, this group includes those who have limited interest and influence on the Project including the media and non-governmental organisations (NGOs).

2. **Inform** – high influence and low interest: From an impact assessment perspective, these are stakeholders that have the potential to influence Project outcomes but may not have a specific interest in impact assessment-related issues. Stakeholders in this group should be kept informed on the progress of the Project Development and usually include statutory consultees.

3. **Engage** – low influence and high interest: This group is also important and includes those groups or organisations that are not adversely affected, but whose interests determine them as stakeholders. As such, this group should be kept engaged and the Project should maintain an open channel of communication with this group throughout Project phases. Typically this group would include local communities not directly affected by the Project and authorities who have limited influence on the Project.

4. **Leverage** – high influence and high interest: This group of stakeholders is often the most important to the Project as they can influence Project outcomes and also have a high level of interest in aspects of impact assessment. Stakeholders in this group should be engaged throughout the ESIA, and for many of these stakeholders beyond the ESIA and during the Project life cycle. This group of stakeholders would typically include statutory approval bodies and affected communities.

The results of stakeholder identification and categorisation are summarised in Table 3.1

Table 3.1: Stakeholder Analysis (at the time of reporting²)

Categories	Stakeholders	Concerns			Influence	Interest	Level of Influence and Interest
		Environment	Social	Technical			
Local communities	Local communities in the Project's proximity (Kataba, Kataba Foulatah, Fodecontech, Tamboni, Kareki Madina, Tambobo Tamaransy) who may receive any impact from the Project's operational activities	✓	✓	✓	High	High	4- Leverage
Government and local government bodies	<i>National Authorities</i>						
	Ministry of Environment and Sustainable Development	✓	✓	✓	High	Low	2- Inform
	National Directorate of the Environment (DNE)	✓	✓	✓	High	Low	
	Guinea Water Company	✓	✓	✓	High	Low	
	Guinean Bureau of Environmental Studies and Evaluations (BGEEE)	✓	✓	✓	High	Low	
	Guinea Electricity Company	✓	✓	✓	High	Low	
	Ministry of Agriculture and Livestock	✓	✓	✓	Low	High	3- Engage
	Ministry of Infrastructure and transport	✓	✓	✓	Low	High	
	Ministry of Health and Public Hygiene	✓	✓	✓	Low	High	
	Ministry of Trade, Industry and small-and-middle-sized Businesses	✓	✓	✓	Low	High	
	Environmental Observation and Monitoring Centre (COSIE)	✓	✓	✓	Low	High	
	National Directorate of Sanitation	✓	✓	✓	Low	High	
	<i>Region Authorities</i>						
	Mayor of Boke	✓	✓	✓	High	High	4- Leverage
	<i>Prefecture</i>						
Prefect of Boke	✓	✓	✓	High	High	3-Engage	

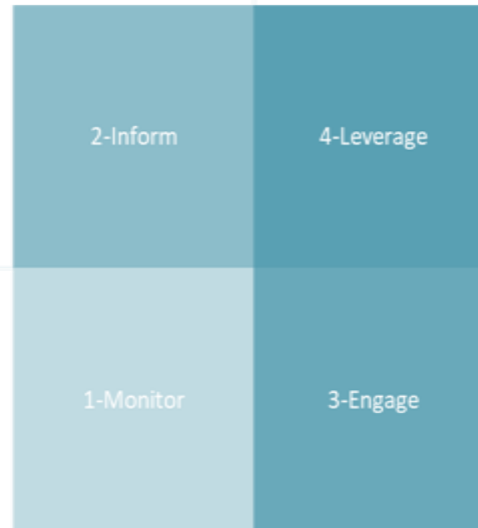
² Since the Interest and Influence of the stakeholder and list of stakeholder will be changed over the time of the Project development, the stakeholder analysis should be updated to reflect the change.

Categories	Stakeholders	Concerns			Influence	Interest	Level of Influence and Interest
		Environment	Social	Technical			
<i>Commune Authorities</i>							
	Leaders of the affected communities Kataba, Kataba Foulatah, Fodecontech, Tamboni, Kareki Madina, Tambobo Tamaransy.	✓	✓	✓	High	High	4- Leverage
	Community-Based Organizations (i.e. Men Group, Women's Group and Youth Group) at the commune level	✓	✓		Low	High	3-Engage
Economically Interested Parties and Business Partners	Farmers	✓	✓	✓	High	High	4- Leverage
	Individual shareholder	✓	✓	✓	High	High	
	Lenders (DFC)	✓	✓	✓	High	High	
Academic groups	Academic groups that will participate in project reviews in the project development (e.g. Universities)	✓	✓	✓	Low	Low	1-Monitor
Non-governmental organizations (NGOS) & Medias	NGOs that might be interested in the project development and its potential impacts	✓	✓	✓	Low	Low	1-Monitor
	National media	✓	✓	✓	Low	Low	1-Monitor
	State media	✓	✓	✓	Low	Low	1-Monitor

3.1.4 Stakeholder Engagement Strategies

Based on the results of the above mapping, the Project analysed the stakeholder groups to determine the most appropriate method of engagement for each key group (see Figure 5 below). This analysis considered the groups' concerns, their level of interest in the Project and their potential to be impacted (including positive/negative and direct/indirect).

- Make use of interest by informing in low-risk areas;
- Keep informed and consulted in interest area; and
- The Project will be responsive to direct requests for further information



- Inform and consult in interest areas through formal communications such as meetings or letters, writing documents;
- Involve in governance and decision-making; and
- Keep ongoing engagement and collaborative working in areas of mutual interest

- Inform via public communications (for example through the Project website and press communications);
- The Project will be responsive to direct requests for further information and engagement if the stakeholders ask to be consulted; and
- Monitor for their feedback

- Keep engaged and consulted regularly;
- Seek to obtain their support and technical guidance;
- The Project aims to be proactive in its communications, providing information and seeking views at regular intervals; and.
- Fluid on-going two-way information flow.

Figure 5: Stakeholder Engagement Strategies

3.5 Communication Methods and Consideration for Engagement

A variety of communication methods have been used during engagement throughout the ESIA. They were determined based on the level and objective of engagement, as well as the target group. Communication methods have included:

- Presentations outlining the Project and ESIA process;
- Project Information Document (PID) that have been provided to stakeholders and contain details of the Project, the ESIA, key impacts and mitigation/enhancement measures, stakeholder engagement activities and how to provide feedback;
- Meetings with key interest groups and potentially impacted and/or interested stakeholders.

Communication will continue between DAI and stakeholders throughout the construction and operation phases of the project. Stakeholders include all staff, residents, users of the Project and local authorities. All communication will be culturally appropriate and in a language, Stakeholders can understand.

4.0 STAKEHOLDER ENGAGEMENT UNDERTAKEN TO DATE

4.1 Stakeholder Engagement Activities

Stakeholder engagement activities commenced on 4th October 2022, with the first field survey (see Table 4.1). A meeting was undertaken with stakeholders in Kataba and Kataba Foulatah communities. The Project's consultants, with support from the Project Sponsor, conducted consultations with regulatory bodies from federal, state and local government levels through formal meetings; with local authorities through informal interviews and consultation with affected communities' representatives through key informant interviews (KIIs), focus group discussions (FGDs), and household surveys. Objectives of the stakeholder engagement activities were to:

- Update about Project progress;
- Obtain information related to the socio-economic conditions of host communities;
- Attain feedback or perceptions about the Project development and recommendation for host communities' development; and
- Get acceptance and support from the People to survey the area.

A summary of the Stakeholder engagement activities is presented in *Table 4.1* and a summary of discussions, concerns, and recommendations is generated during the sections below. The details of the engagement are contained in Appendix B (Minute of Meetings).

Table 4.1: Summary of Stakeholder Engagement Undertaken during the ESIA

Type of Engagement	Group	Location	Date
Community Engagement Meeting	Community Leaders; Kataba	Kataba Community	4/10/22
Community Engagement Meeting	Community leaders Kataba Foulatah FGD Men, Women and Youths	Kataba Foulatah community	4/10/2022
Community Engagement Meeting	Community leaders, Tambobo	Tambobo Landouma community	4/10/2022
Community Engagement Meeting	Community leaders, Fodeconteah	Fodeconteah community	4/10/2022
Community Engagement Meeting	Community Leaders: Tamboni Men, Youths and Women	Tamboni community	5/10/2022
Community Engagement Meeting	Community Leaders: Kareki Madina Men, Youths and Women	Kariki Madina community	5/10/2022
Community Engagement Meeting	Community Leaders: Tamaransy Men, Youths and Women	Tamaransy community	5/10/2022

4.2 Summary of issues raised by Stakeholders during Stakeholder Engagement

The feedback which formed the major/key issues raised during the series of Engagements for the DAI ESIA project includes;

- DAI should make provision for boreholes to the host communities' marked as project-affected communities.
- DAI should extend the selling of their product (cashew nut) to the communities as well.
- Request for a CLO (Community Liaison Officer) to be employed from Kataba to relate between the community and DAI.
- Provision of sanitary facilities (toilets) and proper waste disposal section for the communities.
- Fears of increased airborne diseases in the area and plans to mitigate such impacts as a result of smoke coming from the factory.
- Provision of schools to women and youths so them to be educated and have the opportunity of becoming skilled workers in the company.
- Economic empowerment of the youth in the community and also training some to be suitable for employment in the factory.

- DAI should consider giving the community favourable prices to encourage sustainable transactions of the cashew nut.
- DAI should reward the communities for their impact on agricultural products.
- Strict adherence to ESMP of the ESIA by DAI reduces the adverse impact of the project activities on the Environment.
- Provision of seedlings and farm maintenance in terms of weeding, knowing full well that not everybody will be opportune to work in the cashew nut process factory.
- Provision of health centres especially within the community areas.
- Fears that the waste shell nuts will be dumped in their water bodies as a result of the cashew nut processing activities (since the water from the cashew nut process is very acidic).

5.0 GRIEVANCE MECHANISM

In compliance with applicable local and national laws and essentially the World Bank's ESS10, a project-specific mechanism is being set up to handle complaints and issues. This process would be specially designed to collect, collate, review and redress stakeholders' concerns, complaints and grievances. This process will be carried out using dedicated communication materials (specifically, a GRM form) which will be developed to help stakeholders become familiar with the grievance redress channels and procedures.

In accordance therefore with international good practice, a so-called "Grievance Procedure" will be established by which the Project Affected People (PAPs) and other interested Stakeholders can submit their complaints, questions or comments about the Project during its entire lifecycle. In the case of this Project, there is a need for both a grievance and feedback mechanism. The grievance mechanism allows stakeholders to feedback throughout the ESIA with their comments and concerns. Stakeholders have been able to do this through attendance at meetings and by stating their grievances to the ESIA consultant team.

A Public Grievance Form (see the example in Appendix 1) is available for recording grievances. Once a grievance is submitted to DAI, it will be logged in a register where it will be tracked through to a satisfactory conclusion. The grievance will be reviewed by the responsible person within DAI and the required corrective actions will be identified.

5.1 Objectives of the Grievance Mechanism

The grievance mechanism outlines DAI's approach to accepting, assessing, resolving and monitoring grievances from stakeholders regarding the Project and its activities (including all those of contractors). Timely redress or resolution of grievances is vital to ensure the successful implementation of the Project.

Grievances can encompass minor concerns as well as serious or long-term issues. They might be felt and expressed by a variety of parties including individuals, groups, communities, entities, or other parties affected or likely to be affected by the social or environmental impacts of the Project. It is essential to have a robust and credible mechanism to systematically handle and resolve any complaints that might arise so that they do not escalate and present a risk to operations or the reputation of the company (nationally or internationally). If well handled, an effective grievance mechanism can help foster positive relationships and build trust with stakeholders.

The overall objectives of the GRM are to:

- Provide a transparent process for timely identification and resolution of issues affecting the project and people, including issues related to specifics in the project components.
- Strengthen accountability to beneficiaries, including project-affected people.

5.2 Management Process

The grievances will be addressed fairly and transparently. Confidentiality aspects about grievances received will be maintained.

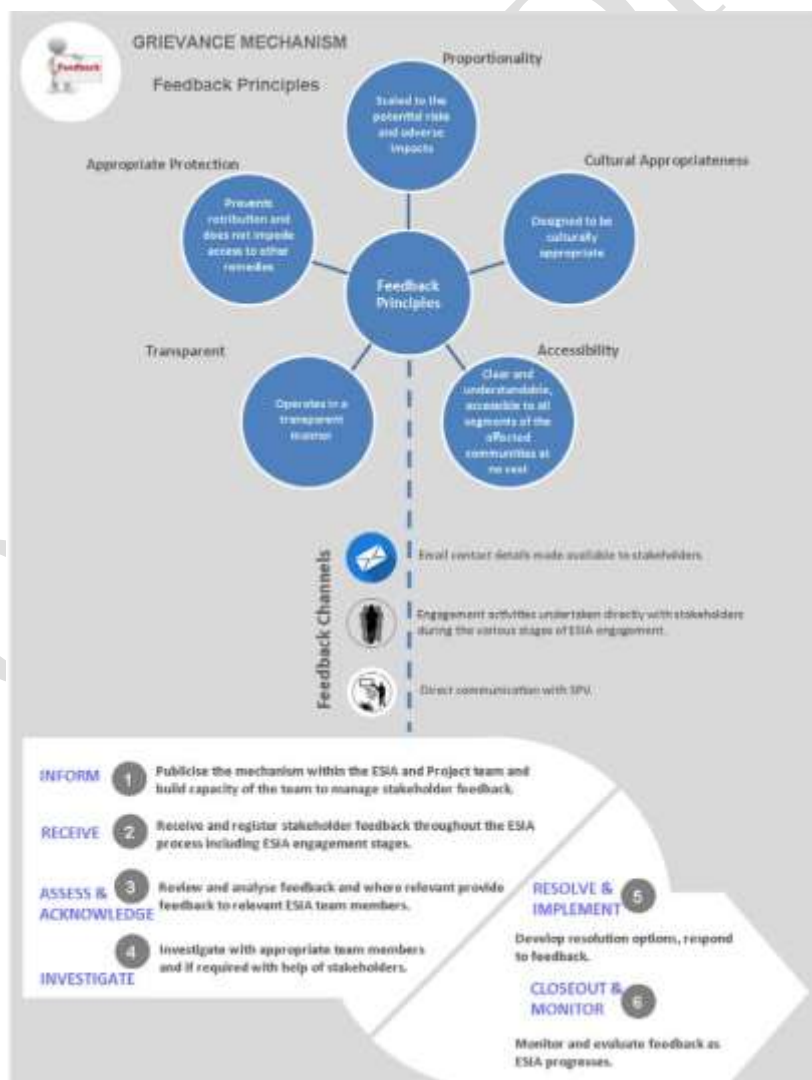


Figure 6: Grievance Redress Mechanism

6.0 MONITORING AND REPORTING

To ensure that the desired outcomes are being achieved, stakeholder engagement will be monitored throughout the ESIA process. Through various communication channels such as surveys; town hall meetings; and periodic one-on-one meetings; the Project will monitor and collect feedback from stakeholders.

6.1 Monitoring Stakeholder Engagement Activities

Monitoring and tracking of stakeholder engagement activities are important as it ensures effective continuous engagement and follow-up, as well as minimize slippages and oversight of important engagements. The Stakeholder Engagement Plan will be periodically revised and updated as necessary in the course of capacity building program implementation to ensure that the information presented herein is consistent and is the most recent and that the identified stakeholders and methods of engagement remain appropriate and effective about the project context and specific stages of the implementation. Any major changes to the project-related activities and their schedule will be duly reflected in the SEP.

There are two methods through which the stakeholder engagement process will (and has been) be monitored:

1. Review of engagement activities in the field:

- a) During the engagement with stakeholders, the ESIA team assessed meetings by asking questions from participants, depending on the stakeholder group, to ensure that messages are being conveyed clearly.
- b) The ESIA team conducted debriefing sessions while in the field. This method was used to assess whether the required outcomes of the stakeholder engagement process were being achieved, and to provide the opportunity to amend the process where necessary.
- c) The approach to engagement and key messages to be used were also discussed with Project staff to gain their feedback.

2. The use of engagement tools developed through the ESIA engagement including the:

- a) Stakeholder list; /database; and
- b) Meeting records of all consultations held.

These tools not only record the issues that were raised, but the information gathered was incorporated into the ESIA report.

6.2 Reporting Stakeholder Engagement Activities

Summaries and internal reports on public grievances, enquiries and related incidents, together with the status of implementation of associated corrective/preventative actions will be collated by responsible

staff and referred to the senior management of the project. The summaries will provide a mechanism for assessing both the number and the nature of complaints and requests for information, along with the Project’s ability to address those in a timely and effective manner.

Information on stakeholder engagement activities undertaken by the Project should be contained in the SEP to include the following information:

- materials disseminated: types, frequency, and location;
- place and time of formal engagement events and level of participation by specific stakeholder groups (e.g. women, youth);
- number of comments received, type of stakeholder and details of feedback provided;
- numbers and type of stakeholders who come into contact with the Project team by mail, phone call or any other means of communication;
- meeting minutes, attendance registers and photographic evidence;
- comments received by government authorities, and other parties and passed on to the Project; and
- numbers and types of feedback and/or grievances and the nature and timing of their resolution.

7.0 INSTITUTIONAL ARRANGEMENTS, ROLES AND RESPONSIBILITIES

The Stakeholders' engagement programs will be managed by a Community Relations Office (CRO). Table 7.1 provides the roles and responsibilities of DAI management and other relevant stakeholders referred to in this SEP.

Table 7.1: Roles and Responsibilities

Responsible Action Party	Roles and Responsibilities
DAI	<ul style="list-style-type: none"> ✓ Manage, implement and regularly update the SEP and Grievance Mechanism ✓ Reporting back to stakeholders ✓ DFC and government liaison ✓ Assigning relevant staff to give effect to components of the SEP as required
CRO	<ul style="list-style-type: none"> ✓ Daily management and implementation of this SEP. This includes making all the required arrangements for the execution of this plan and daily activities. ✓ Manage the Grievance Mechanism for external stakeholders ✓ Reporting back to stakeholders ✓ Regularly update the SEP and Grievance Mechanism as required

Responsible Action Party	Roles and Responsibilities
	<p>and disclose to all stakeholders</p> <ul style="list-style-type: none"> ✓ Implement and monitor stakeholder information exchange and participation strategies. Record-keeping, minute-taking, and attendance register completions (including relevant translations as required). ✓ Government liaison
NGOs/CBOs	<ul style="list-style-type: none"> ✓ Attend/participate in ESIA disclosure ✓ Attending DAI/CRO meeting/event invitations ✓ Reviewing relevant minutes and providing feedback to DAI ✓ Be represented in the Community Relations Committee (CRCs) ✓ Continuous monitoring and evaluation ✓ Holding DAI accountable for good performance (reporting poor performance to the state ministries, through the Grievance Mechanism or directly to DAI)
RICHFLOOD	<ul style="list-style-type: none"> ✓ Update and finalise this SEP ✓ ESIA completion and disclosure
PACs	<ul style="list-style-type: none"> ✓ Attend/participate in ESIA disclosure ✓ Attending DAI/CRO meeting/event invitations ✓ Be represented in the CRCs ✓ Holding DAI accountable for good performance (reporting poor performance to the state ministries, through the Grievance Mechanism or directly to DAI) ✓ Use the Grievance Mechanism to make DAI aware of any potential issues and/or concerns ✓ Report to the relevant ministries should DAI not implement this SEP adequately
All Stakeholders	<ul style="list-style-type: none"> ✓ Attend/participate in ESIA disclosure ✓ Attending DAI/CRO meeting/event invitations ✓ Holding DAI accountable for good performance (reporting poor performance to the state ministries, through the Grievance Mechanism or directly to DAI) ✓ Reviewing relevant minutes for meetings/events attended and providing feedback to DAI

8.0 CAPACITY BUILDING

To ensure that DAI is well-equipped to perform its duties in a demanding environment, an annual stakeholder engagement capacity-building plan must be submitted to the Community Social Relation Manager. Based on the analysis of previous engagements the following topics must be covered through formal capacity-building interventions in the upcoming reporting year:

- ✓ International good practice standards in stakeholder engagement;
- ✓ Crisis communication and conflict management;
- ✓ Reporting and record-keeping; and
- ✓ Scheduling and project management.

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9.0 MONITORING AND EVALUATION

Within stakeholder engagement, impact measurement is particularly important as engagements are often qualitative and difficult to measure. DAI will develop a monitoring and evaluation system to assess the compliance of this SEP with the IFC PSs (2012) and relevant national legislation. The objectives of such monitoring and evaluation are to:

- Build stakeholder trust;
- Create communication channels; and
- Create continuous stakeholder feedback

To monitor and evaluate the SEP, DAI shall develop Key Performance Indicators (KPIs) to guide future updates and revisions of this plan. An example of relevant KPIs that DAI could use includes:

- Record of consultations;
- Record of draft and final meeting minutes and attendance registers;
- Number of complaints received via the Grievance Mechanism;
- Number of complaints responded to via Grievance Mechanism;
- Grievance statuses;
- Internal audits; and
- External communications.

For each KPI, a target and monitoring measure will be developed. As an example, the monitoring measure for “record of consultations” will be “reporting”, whilst a monitoring measure for “number of community complaints” could be the entries in the grievance register. Table 10.1 provides an example of indicators to use to measure these objectives, together with engagement methods.

Table 10-1: Proposed measures of success in stakeholder engagement

OBJECTIVE	INDICATOR	MEASUREMENT METHOD
Build stakeholder trust	<ul style="list-style-type: none"> • Increasing trust levels • Satisfactory grievance close-out • Increased use of channels • Commitments delivered 	<ul style="list-style-type: none"> • Perception survey • Grievance register close-out frequency • Number of stakeholders using each channel • Number of commitments and promises delivered per year • Number of legacy issues resolved and closed out

OBJECTIVE	INDICATOR	MEASUREMENT METHOD
Create communication channels	<ul style="list-style-type: none"> • Successfully established and functioning CRCs • Proactive broad-based community engagement 	<ul style="list-style-type: none"> • Revised CRC ToR signed and CRC engagements held and number of participants per engagement • Number of engagements per PAC per topic and number of participants per engagement • Number of instances where community participation influenced decision-making • SED projects selected, designed and evaluated with CRC participation
Create continuous stakeholder feedback	<ul style="list-style-type: none"> • Actions from engagements closed out proactively • SEP updated regularly in keeping with stakeholder needs and feedback 	<ul style="list-style-type: none"> • Number of closed-out actions • Number of engagements • Number of topics updated • Frequency of updates

Should any non-conformances be identified, DAI shall investigate and communicate these to the relevant government ministries and departments. Appropriate corrective actions will be identified for non-conformances and DAI will be held accountable by the appropriate quarters to implement such actions. The SEP will be bi-annually reviewed and updated as required. All grievances (both for the PACs and employees) will be summarised and reported to management departments monthly. All stakeholder engagement activities, as well as the DAI community commitments register, shall be annually disclosed through the annual environmental and social reporting system.

10.0 STAKEHOLDER ENGAGEMENT AFTER THE DISCLOSURE PERIOD

Continued public engagement after the Disclosure Period of the ESIA will be the responsibility of the Engineering, Procurement and Construction, Social Experts, Grievance Focal Point, and HSE Management. Stakeholder feedback will be a key component in the final determination of the effectiveness of mitigation measures and for the overall monitoring of the successful implementation of the ESMP.

The SEP is a living document and will be updated by the Community Relation Committee to refine planned regular community liaison activities and notification of exceptional events as the Project progress. In case there will be a change in design, DAI will conduct consultation meetings with relevant stakeholders/affected people with regard to the design changes and inform the stakeholders of the proposed changes and anticipated impacts associated with such changes.

The engagement activities for these future phases will in any case include, but not be limited to the items listed in the table below (*Table 10.1*).