

Banka 315 MW_{ac} Solar PV Project Azerbaijan

Stakeholder Engagement Plan



October 2024

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APPENDIX A – EXAMPLE TEMPLATE RELATED TO GRIEVANCE MANAGEMENT

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TEMPLATE**

APPENDIX C – PROJECT BROCHURE

LIST OF ABBREVIATIONS

ABBREVIATION	MEANING
5 Capitals	5 Capitals Environmental & Management Consultancy
AIIB	Asian Infrastructure Investment Bank
ADB	Asian Development Bank
AC	Alternating current
CLO	Community Liaison Officer
EBRD	European Bank for Reconstruction and Development
E&S	Environmental and Social
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EPC	Engineering, Procurement and Construction
ESIA	Environmental & Social Impact Assessment
ESP	Environmental Social Policy
HSE	Health Safety Environment
ESMS	Environmental Social Management System
FGD	Focus Group Discussion
DC	Direct current
GBVH	Gender Based Violence & Harassment
GRM	Grievance Redress Mechanism
GW	Gigawatts
IFC	International Finance Corporation
IPAM	Independent Project Accountability Mechanism
LRP	Livelihood Restoration Plan
MENR	Ministry of Ecology and Natural Resources
MoE	Ministry of Energy
NTS	Non-Technical Summary
NGO	Non-government Organisation
MW	Megawatts
OHTL	Overhead Transmission Lines
O&M	Operation & Maintenance
ha	Hectare
PAPs	Project Affected People/Persons
PR	Performance Requirement
PS	Performance Standard
PV	Photovoltaics
TBC	To be confirmed
SEA	Sexual Exploitation and Abuse
SEP	Stakeholder Engagement Plan

1 INTRODUCTION

This document is the Stakeholder Engagement Plan (SEP) for the Banka 315 MW_{ac} Solar PV project (the Project) in the Neftchala district of Azerbaijan. This SEP summarises the stakeholder engagement conducted through the Environmental and Social Impact Assessment (ESIA) process and outlines the proposed framework methodology for stakeholder engagement throughout the lifecycle of the Project, with a specific emphasis regarding the guidelines of the international lenders and any applicable national laws.

1.1 The Project

Azerbaijan, the host country for the United Nations Climate Change Conference (COP29) in November 2024, has expressed a commitment to developing its renewable energy potential. This initiative forms a crucial part of Azerbaijan's revised Nationally Determined Contributions (NDCs), with a target of reducing emissions by 40% by 2050 compared to 1990 levels.

Renewable energy, particularly solar and wind, is integral to achieving this target. The country's Ministry of Energy has also been active in mapping the renewable energy potential, including the development of an "Atlas" for renewable energy resources. The "Law on the Use of Renewable Energy Sources in Electricity Production" (May 2021) provides a framework for renewable energy projects, introducing measures such as guaranteed tariffs for electricity produced from renewable sources, priority in transmission, and long-term land leases for project developers. The country intends to increase renewable power capacity to 30% by 2030 and diversify its existing energy system to become a leader in green energy.

Masdar signed implementation agreements with Azerbaijan's Ministry of Energy in June 2022 to develop a renewable energy program on a bilateral basis, with a total capacity of 10 gigawatts (GW) across multiple technologies.

Subsequently, Masdar signed joint development agreements with the State Oil Company of the Republic of Azerbaijan (SOCAR) for onshore wind and solar projects, and integrated offshore wind and green hydrogen projects, with a total combined capacity of 4 GW.

The Ministry of Energy of the Republic of Azerbaijan and Masdar signed an Implementation Agreement relating to the assessment, development, and implementation of a 4 GW_{ac} pipeline of solar photovoltaic (PV) and onshore wind projects in the Republic of Azerbaijan starting with 2 GW_{ac} as the first phase.

The Banka Solar PV Plant (the Project), comprising the solar PV array, substation and access road (the Project), is one of three projects making up the first phase and it is the focus of this report. On the 26th October 2023, Masdar and the Ministry of Energy entered into an investment agreement for the Project.

5 Capitals Environmental and Management Consulting (5 Capitals) has been engaged by Masdar to undertake certain environmental and social studies during the development process of the Project, including the ESIA process and SEP (this Plan).

At this stage, it is understood that Masdar is seeking an amount of project finance from financial Institutions (together “lenders”), potentially including commercial banks that are Development Finance Institutions (DFIs), which could include:

- Asian Development Bank (ADB)
- Asian Infrastructure Investment Bank (AIIB)
- European Bank for Reconstruction and Development (EBRD)

As part of the Project’s HSSE-MS, this Stakeholder Engagement Plan SEP has been developed.

1.2 Objectives of the SEP

The objectives of the SEP include:

- To identify the key stakeholders that may be affected by the Project or may influence the outcome of the Project;
- To define processes to inform the identified stakeholders about the Project and to manage stakeholder expectations;
- To define the frequency and timeline for engagement with different stakeholder groups;
- To understand current and potential emerging issues and to capture views and concerns of the relevant stakeholders with regard to the Project;
- To provide a basis for stakeholder participation in environmental and social impact identification, prevention and mitigation including impacts and risks relating to Gender Based Violence & Harassment (GBVH) including Sexual Exploitation and Abuse (SEA);
- To propose a platform for reporting back on mechanisms to address these impacts; and
- To establish a grievance mechanism that will be implemented for the Project during the ESIA process and both the construction and operation phase.

1.3 Scope of the SEP

The scope of the SEP is to specify the methods to efficiently manage and facilitate future engagement with stakeholders during the construction and operational phases of the Project. This document applies to the Banka Solar PV project in Banka village in the Neftchala District of Azerbaijan, approximately 120 km south of Baku.

This SEP has been prepared to align with applicable requirements of the ADB, AIB, and EBRD that establish requirements for Stakeholders Engagement and Grievance Mechanism respectively.

The SEP will remain relevant throughout the lifetime of the Project as a 'live document', it will act as a plan within the Project's construction and operational phase HSSE-MS that will require updating as Project circumstances or stakeholder dynamics evolve.

2 PROJECT OVERVIEW

2.1 Project Context

The Ministry of Energy of the Republic of Azerbaijan and Masdar signed an Implementation agreement relating to the assessment, development, and implementation of a 4 GW_{ac} pipeline of solar PV and onshore wind projects in the Republic of Azerbaijan starting with 2 GW_{ac} as the first phase. On the 26th of October 2023, Masdar and the Ministry of Energy entered into an investment agreement for the Project.

Masdar are currently developing three greenfield projects consisting of two solar PV power plants and one onshore wind power plant, with an aggregate capacity of 1000 MW_{ac}. Details of the three projects are shown in the following table.

Table 2-1 Initial Project Details

	Bilasuvar PV	Banka PV	Gobustan South Wind Farm
Location	Bilasuvar	Banka, Neftchala Region	Gobustan South
Capacity (MW _{ac})	445	315	240
Area (ha)	1,454	973	Construction: 105 Operation: 63

The Banka Solar PV Plant is one of three projects making up the first phase and is the focus of this SEP.

2.2 Key Project Information

Table 2-2 Key Project Information

Project Title	Banka 315 MW _{ac} Solar PV Project
Project Developer	Masdar and SOCAR Green LLC
EPC Contractor	North West Electric Power Design Institute, part of China Energy Group
O&M Company	Masdar Specialised Technical Services (MSTS)
Masdar Representative	Murad Sadikhov Abu Dhabi Future Energy Company PJSC – Masdar Baku, Azerbaijan
SOCAR Representatives	Elmir Musayev and Alish Lemberanskiy SOCAR Green LLC Baku, Azerbaijan
ESIA Consultant	5 Capitals Environmental and Management Consulting (5 Capitals) PO Box 119899, Dubai, UAE Tel: +971 (0) 4 343 5955, Fax: +971 (0) 4 343 9366 www.5capitals.com

2.3 Project Location

The Project is located in Banka village in the Neftchala District of Azerbaijan, approximately 120 km south of Baku.

Figure 2-1 depicts the location of the Project in Azerbaijan and Figure 2-2 depicts the regional location of the Project.

As is evident from the images, the Project is located approximately 2 km from the coastline of the Caspian Sea and 500 m north of the Kura River.

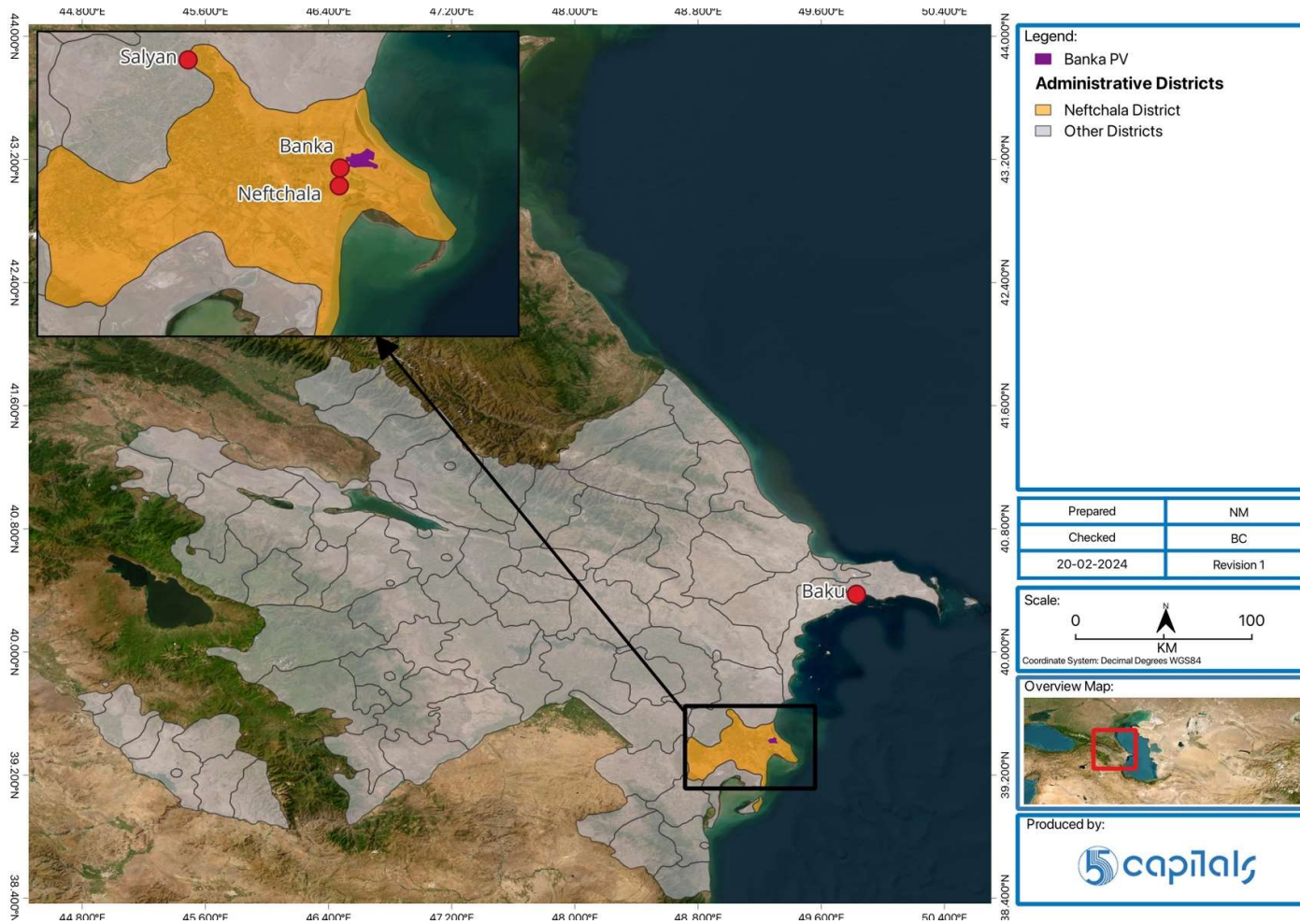


Figure 2-1 National Project Context

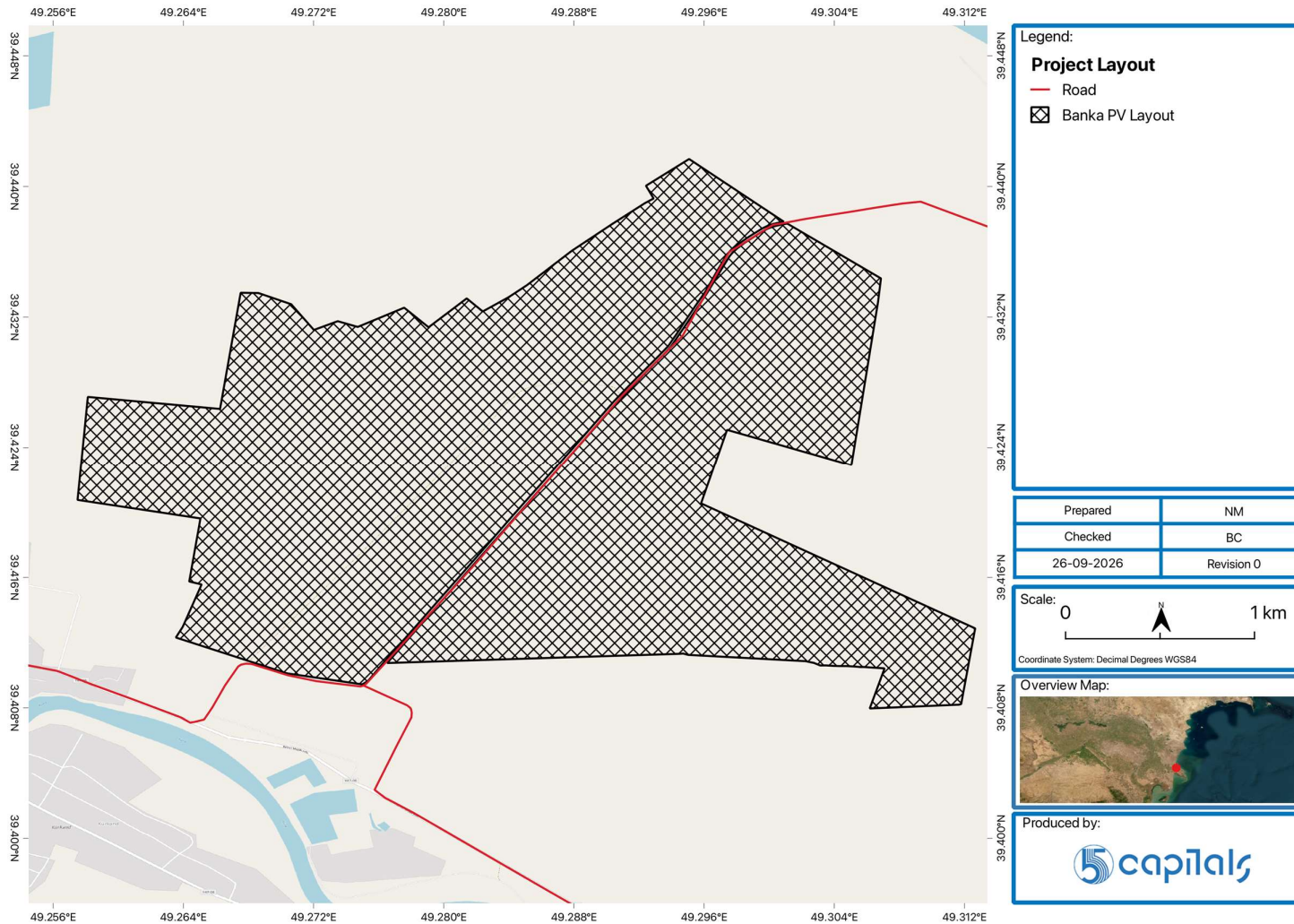


Figure 2-2 Local Project Context

2.4 Key Project Elements

Note: Please refer to ESIA Report for the detailed Project description.

The project is a 315 MW_{ac} Solar PV Plant utilising bi-facial PV modules. The PV modules will be installed on tracking (single axis) ground mounted racks arranged to ensure the most efficient alignment for the capture of solar radiation. Mounting structures will be established within shallow foundations set into the underlying soils.

The Project will have following main components:

- PV Modules
- Inverters
- Mounting Structures
- LV/MV Transformers
- PV Plant substation including Power Transformer and Switchgears
- Civil Infrastructure (Roads, Fences, drainage as required, etc.)
- Other balance of plant such as cables, protection, SCADA system etc.

2.5 Grid Connection

2.5.1 Overview, Responsibility and Status of Assessment

The connection to the grid will be via an 80 km 330 kV double circuit line to the Navahi substation. The line is considered as an associated facility to the Project. The line heads north and passes to the west of the Shirvan National Park, with a previously considered option passing through the national park (refer to Section 2.12. for a discussion on alternatives).

Enhancement of the grid network, including the construction and operation of the transmission lines, construction and enhancement of substations, investments in SCADA upgrades, control systems, and battery energy storage, are being jointly financed by the World Bank and by the Government of Azerbaijan, with the entities funding different assets. The World Bank refer to the Project as Azerbaijan Scaling-Up Renewable Energy Project (AZURE) and the Appraisal Environmental and Social Summary¹ and Environmental and Social Commitment Plan² were

¹ <https://documents.worldbank.org/en/publication/documents-reports/documentdetail/099082824173027860/p50520815b0cda0961a0bb17294c1dff0e0>

² <https://documents.worldbank.org/en/publication/documents-reports/documentdetail/099082824173040751/p5052081e30efe091b02b159a8759b9abc>

published in late August 2024. The plan is for the transmission lines for Banka Solar PV and Bilasuvar Solar PV be operational by April 2026.

Although the Government of Azerbaijan is developing the transmission line which connects the Project to the Navahi substation, the commitment plan and associated mitigation measures and monitoring will be agreed with the World Bank and will be required to follow World Bank's Environmental and Social Standards. The World Bank are therefore still overseeing any gaps in the building and design of transmission line and ensuring alignment with their requirements.

Both Azerenerji and the World Bank have engaged environmental and social consultants to undertake ESIA's for their respective parts of the grid enhancement. The ESIA conducted on behalf of Azerenerji, which covers the 330 kV transmission line which will connect the Project to the Navahi substation, is being prepared by Azerbaijan Scientific-Research and Design-Prospecting Energy Institute (The Scoping Report is dated August, 2024).

World Bank financing will also cover energy grid strengthening and system performance improvement, as well as supporting project implementation and capacity building. Construction works financed by the Government of Azerbaijan and the World Bank will be carried out in parallel, while priority will be given to the early completion of the 330 kV transmission lines.

A meeting was conducted with Ministry of Energy, the consultants preparing the ESIA on behalf of Azerenerji, the potential lenders for the Project, and the lenders' environmental and social advisor, on the 9th August 2024. In this meeting, the consultants preparing the ESIA on behalf of Azerenerji outlined the status of the ESIA, what studies had been included as part of this ESIA, and the next steps. The ESIA was planned to be issued to the MENR in September 2024.

2.5.2 Key Risks

From review of the line route and the available project information, the key risks associated with the development of the line include:

- Potential for avifauna collision, particularly in the location closest to Shirvan National Park, an IUCN category II Legally Protected Area, which contains significant and substantial biodiversity values, including wintering populations of the Little Bustard. Other species of concern include Greater Flamingo, Steppe Eagle, White-Tailed Sea Eagle and Greater Spotted Eagle. The Scoping Report refers to the implementation of bird flight diverters to make the lines more visible and reduce collision risks.
- Land acquisition, where the transmission line route will require land which is currently being utilised. The Scoping Report states that '*all land acquisition, either permanent or temporary will be done in compliance with the relevant Azerbaijan legislation and international requirements (WB ESS 5)*'. In addition, following the meeting on the 9th August 2024, a list of Project Affected Persons (PAPs) has been received.

Other impacts which have been screened include:

- Cumulative air and noise construction phase impacts, when the construction activities are located close to one another during interconnection works;
- Landscape and visual (including cumulative impacts);
- Archaeology and cultural heritage; and
- Electromagnetic Field impacts (EMF).

These impacts are discussed in the relevant chapters of the ESIA Report.

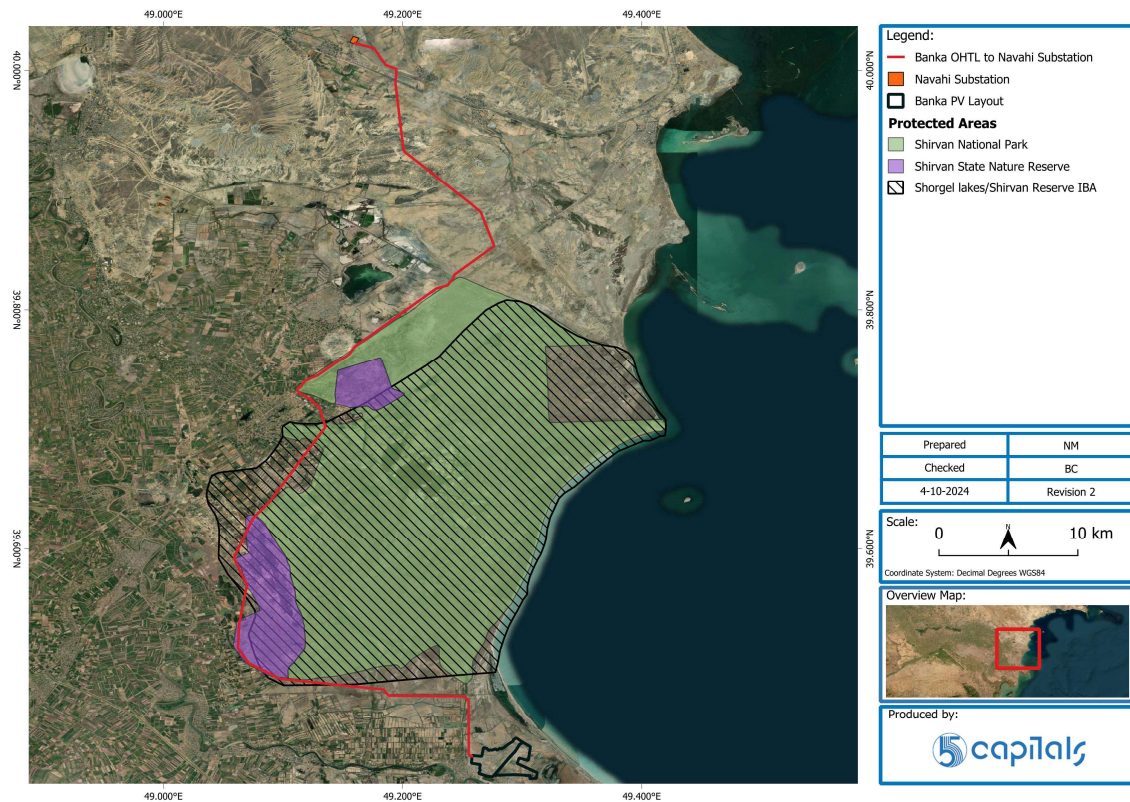


Figure 2-3 Transmission Line Connecting the Project to Navahi Substation

2.6 Construction

2.6.1 Construction Activities

Key construction activities include:

- Site preparation including fencing, clearing, levelling and grading;
- Establishment of access roads to the site;
- Installation of mechanical and electrical infrastructure for PV trackers, modules, and related equipment;
- Construction or compaction of internal roads on-site and other infrastructure including walkways & parking areas;

- Construction of storage facilities for equipment and materials, and construction of laydown area;
- Construction of general buildings, such as administrative building, sanitary rooms, workshops, electrical buildings, auxiliary buildings, and structures, etc.;
- Erection of security fencing;
- Excavation of cable trenches; and
- Construction of mechanical & electrical buildings including the SCADA building.

2.6.2 Temporary Construction Facilities

TEMPORARY LAYDOWN AREAS AND OTHER FACILITIES

Temporary laydown areas will be required in the construction phase for the storage of materials and equipment by EPC Contractor and their sub-contractors. In addition, construction offices, toilets, prayer rooms and car parking areas will be required.

All temporary construction facilities will be built within the site boundaries.

WORKERS ACCOMMODATION

Accommodation may include temporary accommodation built or rental of offsite facilities, during consultations, community members highlighted that they do not wish for the workforce to rent within the local community and would prefer that an accommodation camp is constructed.

At the time of writing, the details of worker accommodation have not been finalised. The local communities will be consulted with regards to the accommodation location.

The accommodation will be required to align with IFC & EBRD Workers' Accommodation: Processes and Standards (2009).

2.6.3 Construction Workforce

As an initial estimation, and based on experience on similar projects, the typical workforce during the peak construction period is estimated to be 700 – 1,500 workers for a solar PV plant of this size. The manpower power required for the construction will be determined by the assigned EPC Contractor.

During the early stages of construction, the worker numbers will be low (under 200) but will rise quickly from the time when the civils work begins. After the peak level has been reached, the workforce will gradually be reduced leading up to the start of operations.

The workforce will comprise a mix of highly qualified specialists, technicians and low-skilled personnel. Low-skilled construction workers will receive job-appropriate training before starting

work on the Project. This includes basic training on health, safety and environment (HSE), labour management and, where required for specific job profiles, vocational training.

The low-skilled staff workforce will be encouraged to be sourced locally, and the skilled workforce will be first aimed to be resourced locally, then nationally, then internationally.

2.7 Project Operational Requirements

During the operational phase, maintenance will be conducted to ensure efficiency in energy production. Maintenance activities will include cleaning of panels, maintenance of electrical components and control equipment. The routine cleaning of the PV modules is to be conducted automatically by a dry-cleaning robot (i.e., brushes installed on tracks along the rows of the modules) without the use of water in order to make the cleaning process more resource efficient (i.e., avoiding water use) and economically sound.

The number of people that are to be employed during operation is expected to be up to 50., of which 90% are expected to be from Azerbaijan.

2.8 Decommissioning

As per the PPA, the plant is to be operational for 25 years. Following the 25 years, the Ministry can decide whether to continue, upgrade or decommission; this is outside the scope of this study and to be decided at that time.

Upgrading the PV power plant will entail either replacing old PV modules with new ones, augmenting the total peak power of the plant, or enhancing the plant's power by incorporating new elements.

In the event of decommissioning, the site will be restored close to its original condition, with a Decommissioning and Site Restoration Plan devised prior to this phase, by the Project Company. This Plan will be required to be finalised and approved prior to the Project Company exiting from the Project.

The components of a PV plant possess inherent value for either reuse, recovery of components or recycling, which will offset the costs of decommissioning the plant and restoring the site. Hazardous wastes will be disposed of in compliance with the environmental guidelines mandated by the country, while non-hazardous materials such as waste metals or plastics will be transported to designated recycling facilities, if available.

2.9 Project Milestones

Table 2-3 Project Milestones

Milestone	Scheduled Date
PPA Signature	June 2024
Mobilisation	Quarter 1, 2025
Main Construction Works Commencement	Quarter 2, 2025
Commercial Operation Date	January 2027

2.10 Local Context and Sensitivities

Full details of receptors, local sensitivities, land users and site baseline to be described in the Environmental & Social Impact Assessment (ESIA) Report for the Project. A summary of this has been included below for context in this SEP.

2.10.1 Land Use and Site Conditions

LAND OWNERSHIP

The Project lands consist of three plots that are to be consolidated and announced as 'Renewable Energy Land Category' State Land under the possession of the Ministry of Energy by Decree of the Prime Minister. The three land plots are as follows:

- 400 ha agricultural category (Yenikend Municipal land)
- 50 ha agricultural category (Banka Municipal land)
- 523 ha special category (Nefthala Executive Power land)

Upon completion of the land category change, the decision to designate certain state and municipal land in the administrative territory of Nefthala district as areas for renewable energy sources for the Banka Solar PV Project, was made by the Cabinet of Ministers of the Republic of Azerbaijan on April 16, 2024.

Further details with regards to land allocation is described within the LRP.

LAND USE AND SITE CONDITIONS

The site is flat, homogenous semi-desert with a 3.5 km asphalt road cutting through the site, a 6 kV Overhead Transmission Line (OHTL) runs parallel to the road as well as a 35 kV within the Project site. It has been advised that the 35 kV line will remain in place, however, the 6 kV line will be relocated closer to the asphalt road.

A channel is located on the north-eastern boundary of the Project, refer to Section 8.2.3, and one cuts across the site, parallel to the asphalt road, during site visits and baseline surveys the

channels were often dry, however, has been noted to have water, dependent upon recent rain activities. Through consultations it has been determined that the channel is a result of historic excavations and not used by anyone for any specific purpose, but periodically fills with rain.

A herder structure was evident at the site during initial visits. In consultations with Yenikend Municipality in February 2024 it was revealed that the structure belonged to a herder who used to lease the land from the municipality. The herder has two workers who used to graze livestock (both the herder's and their own) on the land. During ESIA stage consultations between February and June 2024, and a site visit conducted on 12 June 2024, it was identified that the herder's agreement for 70 hectares of grazing area had been terminated in 2023, and his structure was dismantled by the herder and his workers in March 2024. Alternative land has been allocated for the herder by Neftchala Executive Power, and he has accepted the land. The two workers are still employed by the herder.

The project site is currently unused and there are no seasonal land users. Refer to the Livelihood Restoration Plan (LRP) for further information.

Ruins of abandoned military structures are present at the site, however, in consultations with the Ministry of Defence, the Ministry stated that the land has not been used by them since the Soviet era and structures are of no importance and can be removed. It is to be noted that the Ministry of Energy have committed to providing the site in a clean state.

Images from the site are shown in the following figures.



Figure 2-4 General Site Conditions



Figure 2-5 Site Features: Existing OHTL (left) and Military Building Ruins (right)

SITE SURROUNDINGS

At its closest point, the site is around 1.8 km southwest of the Caspian Sea, and 500 m north of the Kura River.

The closest settlements to the Project are Banka Village (400 m), Yenikend Village (800 m) and Neftchala City (1 km).

There is one herder structure located 70 m east of the planned project area. During the consultation stage, it was identified that his land lease agreement for 13 hectares had expired in 2022 and it will be renewed for the same location. The herder stated in consultations that he does not graze on the Project area.

AZERBAIJAN FISH FARM

The Azerbaijan Fish Farm (AFF) LLC was founded in 2017 and includes the following facilities:

- The Recirculatory Aquaculture System (RAS) facility which is located about 100 m south of the project site. There is also an adjacent cafeteria (the Yenikend Fish House),
- The AFF Seaside Facility which is located approximately 3km north of the project site.

The two facilities are located outside the project boundaries; however, their connection to the grid is via two OHTLs that pass through the project site. In addition, the AFF have highlighted that the road that passes through the site (and will not be impacted by the project) is vital for their daily operations. The details of each facility are summarized in the table below.

Table 2-4 Summary of AFF Facilities

FACILITY	SUMMARY
RAS	<ul style="list-style-type: none"> • This facility connects to the grid through a 35kV OHTL line that goes through the site. It is understood that this 35kV line also supplies electricity to Yenikend village. As such, power disruptions could result affect more households beyond the fish

FACILITY	SUMMARY
	<p>farm. The AFF estimates that there are about 18 35kV towers within the project boundaries.</p> <ul style="list-style-type: none"> The RAS facility is equipped with four generators: one with a capacity of 800kVA, two with a capacity of 275kVA each, and one with a capacity of 430kVA. The diesel fuel consumption is 2600lit per hour and the generators can run for 5-6hrs (maximum 12-16hrs) based on their capacity. The capacity of this farm is 44 tonnes of fish.
<p>AFF Seaside Facility</p>	<ul style="list-style-type: none"> This facility connects to the grid through a 6kV line that goes through the site. It is understood that this line does not connect to any other users. The facility has 2 generators each with a capacity of 275kVA. However, the AFF management stated that these two generators are not meant for long term use. The capacity of this farm is 50 tonnes.

Based on the information provided by the AFF management, the facilities operate throughout the year, and they have 125 workers who are contracted monthly. The following figure depicts the locations of the AFF facilities.

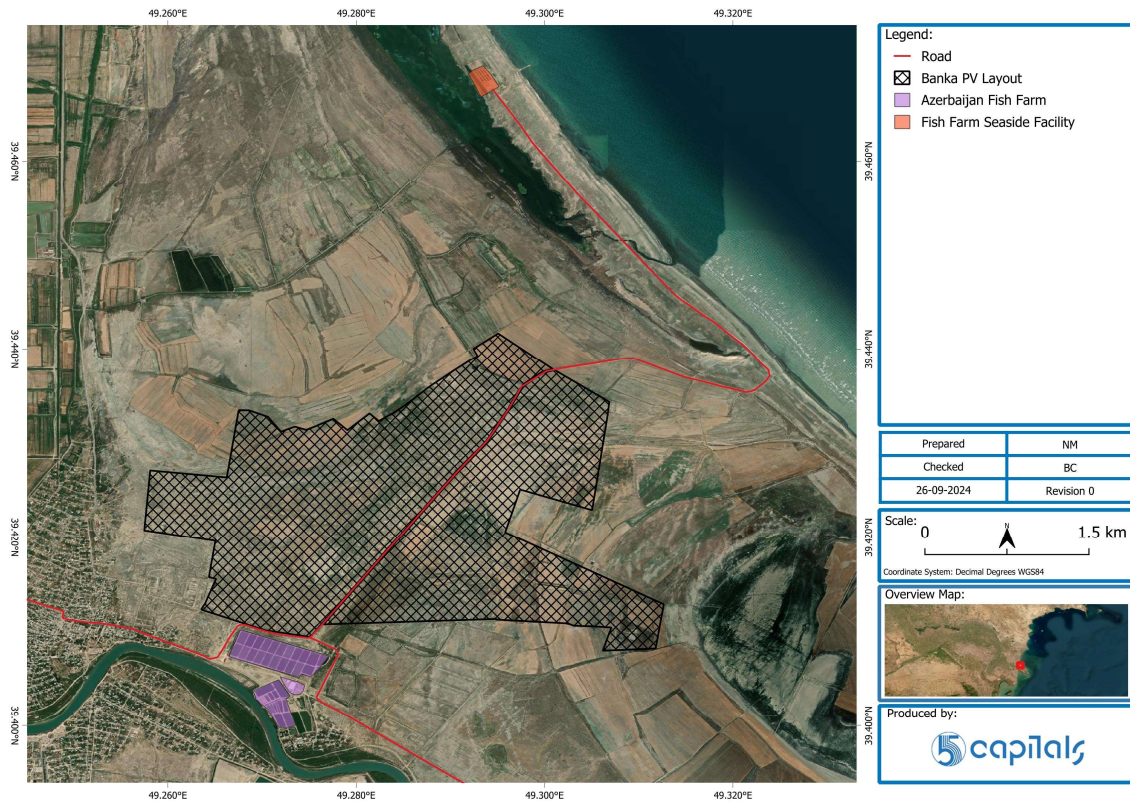


Figure 2-6 AFF Facilities

2.11 Potential Human Receptors

The potential human receptors to impacts arising from the Project are considered to be:

- Residents of Banka and Yenikend Communities, and Neftchala City;
- The herder who had a structure within the site and his two workers;
- The herder who has a structure 70 m northeast of the Project;
- Individuals from local communities who will graze their livestock or cultivate crops near to Project area on empty land belonging to local municipality; and
- Employees and visitors to the Azerbaijan Fish Farm and the adjacent Yenikend Fish House.

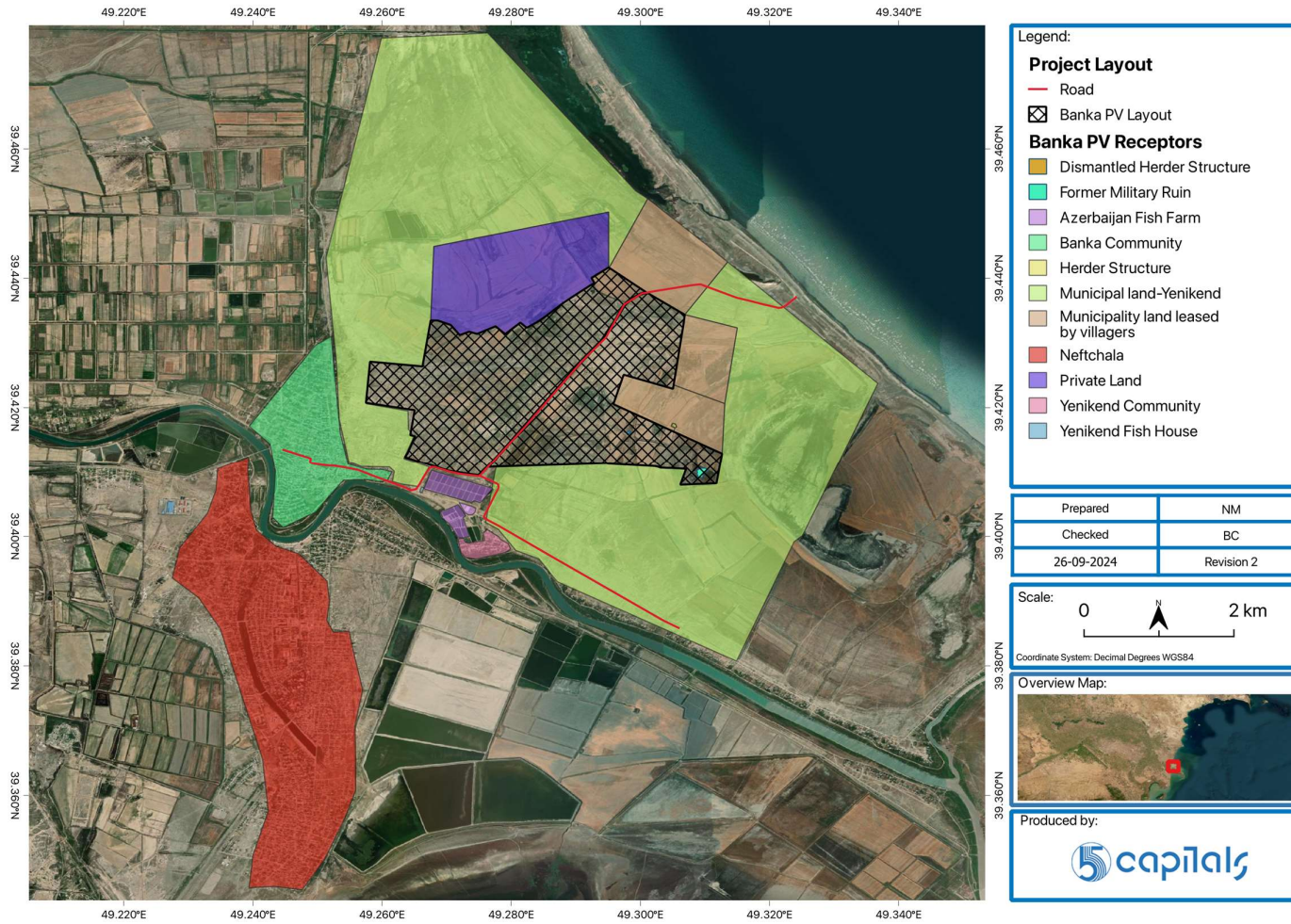


Figure 2-7 Project Area and its Surrounding Land Usage

3 REGULATIONS AND REQUIREMENTS

3.1 National Requirements

The constitution of Azerbaijan Republic confirms rights of citizens for access to information related to environmental issues as well as be compensated in case of impact/damage one's health or property as a result of violations of environmental requirements.

The regulatory body within the Cabinet of Ministers of the Republic of Azerbaijan responsible for the regulation of the activities within the country that relate to ecology, environmental protection and use of natural resources is the Ministry of Ecology and Natural Resources of the Republic of Azerbaijan (MENR).

The legal, economic and social framework for environmental protection in Azerbaijan is governed by the Environmental Protection Law of 1999 (No. 678-IQ) and its amending Laws (Law No. 1032-IVQD, 932-IVQD, 590-VQD and 553-IVQD).

The rights of people are guaranteed by the Constitution of Azerbaijan under Chapter III 'Basic Rights and Liberties of a Person and Citizen' which lists the main principles of these rights. The constitution states that *"The state guarantees equality of rights and liberties of everyone, irrespective of race, nationality, religion, language, sex, origin, financial position, occupation, political convictions, membership in political parties, trade unions and other public organizations. Rights and liberties of a person, citizen cannot be restricted due to race, nationality, religion, language, sex, origin, conviction, political and social belonging."*

Based on the revised Law on EIA (2018), public consultations in the form of hearings should be carried out during the development of EIA study in line with Law of the Republic of Azerbaijan "On Public Participation". The participants should include 'individuals living in the area of intended activity and legal entities operating in that area, as well as with the real estate owner'. The final document of public hearings conducted pursuant to article 4.10 of this Law shall be reviewed in accordance with the Law of the Republic of Azerbaijan on Citizens' Appeals'.

According to Azerbaijan's Law on Public Participation, forms of public participation can be carried out as follows:

- Public council;
- Public discussion;
- Public hearing;
- Studying public opinion;
- Public discussion of draft legal acts;

- Written consultation.
- Information Disclosure

Alongside the aforementioned legislation, Azerbaijan's legal framework encompasses specific laws governing the processes for citizens' appeals, information rights, and public engagement, as outlined below:

- The Law of the Republic of Azerbaijan No 1308-IVQ, dated September 30, 2015, delineates the procedures for addressing citizens' appeals. This law affirms that citizens have the right to contact state, municipal bodies, and entities predominantly owned by the state or municipality in both written and oral forms. It differentiates these appeals from those made to the Ombudsman or for information requests and stipulates that such appeals cannot be anonymous.
- The Law of the Republic of Azerbaijan on the right to obtain information, dated September 30, 2005, sets the legal basis for free, unrestricted, and equal access to information, as guaranteed by Article 50 of the Constitution. It entitles any individual to directly, or through a representative, request information from the owner and select the method and form for acquiring the information.
- The Law of the Republic of Azerbaijan № 816-IVQ, dated November 22, 2013, on public participation, outlines the principles and guidelines for citizen involvement in state governance, aligning with Article 49 (Freedom of assembly) of the Constitution. The law emphasizes that public participation includes: involvement in diverse sectors of state and social affairs, the formulation and execution of state policies, the creation of national and local decisions; engagement in public oversight of central and local executive authorities, local self-governing entities; and the integration of civil society institutions in state and local self-governing bodies' consultative processes and public opinion analysis (via Public Councils).

3.2 EIA/ESIA Requirements

3.2.1 National Environmental Impact Assessment (EIA) Requirements for Consultations

Based on the Azerbaijani legal updates published on October 2022, the Cabinet of Ministers issued environmental impact assessment (EIA) rules, approved by Resolution No 362 on September 21, 2022, pursuant to its mandate under the EIA Law enacted on July 17, 2018. According to the new rules, project developers are required to consult with the State Ecology Expertise Agency within the Ministry of Ecology and Natural Resources during the pre-design phase. Project developers must submit a project description and proposed assessment details to the Agency's website for public review. This submission should include the project's location,

a feasibility study, alternative proposals, and a potential environmental impact assessment, as well as a plan for public hearings regarding the assessment.

3.3 Lenders Requirements

At this stage, it is understood that Masdar is seeking a certain amount of project finance from financial institutions (collectively referred to as 'lenders'), potentially including the Asian Development Bank (ADB), the Asian Infrastructure Investment Bank (AIIB), and the European Bank for Reconstruction and Development (EBRD). The stakeholder engagement requirements according to the lenders' criteria are provided in the following sections.

3.3.1 ADB

The Asian Development Bank (ADB) have established an Operational Manual and Policy Statement that includes the need for an amount of consultation, participation and stakeholder engagement. Both documents set out the applicable requirements the banks investment projects should fulfil in the potential receipt of finance.

STAKEHOLDER ENGAGEMENT

ADB Operational Manual on “*Project Design and Preparation: Item C- Consultation and Participation*” requires meaningful consultation to be carried out with affected people and the consultation processes to be appropriately documented in the EIA, IEE, resettlement plan and/or IPP as applicable to the project.

The Operational Manual requires that vulnerable groups have sufficient opportunities to participate in consultations.

ADB Safeguard Requirement 1 on Environment: Consultation and Participation states that the client will undertake “*meaningful consultation with affected people and other concerned stakeholders, including civil society, and facilitate their informed participation. Meaningful consultation is a process that (i) begins early in the project preparation stage and is carried out on an ongoing basis throughout the project cycle; (ii) provides timely disclosure of relevant and adequate information that is understandable and readily accessible to affected people; (iii) is undertaken in an atmosphere free of intimidation or coercion; (iv) is gender inclusive and responsive, and tailored to the needs of disadvantaged and vulnerable groups; and (v) enables the incorporation of all relevant views of affected people and other stakeholders into decision making, such as project design, mitigation measures, the sharing of development benefits and opportunities, and implementation issues*”.

ADB Safeguard Requirement 2 on Involuntary Resettlement: Consultation and Participation also requires meaningful consultation to be undertaken by the client as stated above for ADB Safeguard Requirement 1 but includes consultation with host communities and the need for

the client to pay particular attention to the need of disadvantaged or vulnerable groups, especially those below the poverty line, the landless, the elderly, female headed households, women and children, Indigenous Peoples, and those without legal title to land.

ADB Safeguard Requirement 3 on Indigenous Peoples: Consultation and Participation requires *“the borrower/client will undertake meaningful consultation with affected Indigenous Peoples to ensure their informed participation in (i) designing, implementing, and monitoring measures to avoid adverse impacts on them or, when avoidance is not possible, to minimize, mitigate, and compensate for such effects; and (ii) tailoring project benefits that accrue to them in a culturally appropriate manner”*.

According to the 2009 ADB Safeguard Policy Statement, ADB requires *“borrowers/clients to engage with communities, groups, or people affected by proposed projects, and with civil society through information disclosure, consultation, and informed participation in a manner commensurate with the risks to and impacts on affected communities”*

GRIEVANCE REDRESS MECHANISM

According to the ADB Safeguard Policy Statement (2009), the bank *“requires that the borrower/client establish and maintain a grievance redress mechanism to receive and facilitate resolution of affected peoples’ concerns and grievances about the borrower’s/client’s social and environmental performance at project level. The grievance redress mechanism should be scaled to the risks and impacts of the project. It should address affected people’s concerns and complaints promptly, using an understandable and transparent process that is gender responsive, culturally appropriate, and readily accessible to all segments of the affected people”*.

ADB Safeguard Requirement 2 and Requirement 3 specifically requires the grievance mechanism to receive and facilitate the resolution of:

- Affected persons’ concerns and grievances about physical and economic displacement and other project impacts, paying particular attention to the impacts on vulnerable groups (**ADB Safeguard Requirement 2 on Involuntary Resettlement**);
- Resolution of the affected Indigenous Peoples communities’ concerns, complaints, and grievances (**ADB Safeguard Requirement 3 on Indigenous Peoples**)

3.3.2 AIB

AIB requires clients to disclose environmental and social information in accordance with specific standards. The Bank also discloses this information early in the project assessment process and sets deadlines for disclosure, especially for high-risk projects. The Bank may defer disclosure due to legal or commercial reasons and collaborates with co-financiers on disclosure when necessary.

The AIB Environmental and Social Framework emphasizes meaningful consultation with stakeholders, especially for projects with significant adverse impacts, involuntary resettlement, or impacts on Indigenous Peoples. Clients must document these consultations.

A Project-level Grievance Redress Mechanism (GRM) must be established, tailored to the project's risks and impacts, and ensure accessibility, confidentiality, and protection for complainants. This mechanism should also address workplace concerns for project workers.

The framework also includes a Project-affected People's Mechanism for complaints about the Bank's failure to implement the framework, providing an alternative to project-level GRMs or management processes. This mechanism is also coordinated with co-financiers' accountability mechanisms if applicable.

3.3.3 EBRD

All projects financed by EBRD shall be structured to meet the requirements of the EBRD Environmental and Social Policy (2019) which includes ten Performance Requirements (PRs) for key areas of environmental and social sustainability that projects are required to meet, including PR10 Information Disclosure and Stakeholder Engagement. In addition, EBRD's Independent Project Accountability Mechanism (IPAM), as an independent last resort tool, aims to facilitate the resolution of social, environmental and public disclosure issues raised by Project-affected people and civil society organisations about EBRD financed projects among Project stakeholders or to determine whether the Bank has complied with its ESP and the Project-specific provisions of its Access to Information Policy; and where applicable to address any existing non-compliance with these policies, while preventing future non-compliance by the Bank.

The EBRD's ESP defines stakeholder engagement as an on-going process which involves the following elements: (i) stakeholder identification and analysis; (ii) stakeholder engagement planning; (iii) disclosure of information; (iv) meaningful consultation and participation leading to the client's incorporating into its decision-making process the views of the affected parties on matters that affect them; (v) an effective grievance procedure or mechanism, and (vi) ongoing reporting to relevant stakeholders. The process of stakeholder engagement should begin at the earliest stage of project planning and continue throughout the project life.

An essential element in the stakeholder engagement process, to ensure meaningful and effective consultation process, is the careful identification of all involved stakeholders and the examination of their concerns, expectations, and preferences. Special attention should be paid to the identification of vulnerable stakeholders. The engagement with these stakeholder groups needs to be planned and managed with special care.

Furthermore, the EBRD requires that the project developer establish and maintain an effective grievance mechanism, ensuring that any stakeholder complaints are received, handled, and resolved effectively, in a prompt and timely manner.

EBRD PR10 “recognises the importance of an open and transparent engagement between the client, its workers, local communities directly affected by the project and where appropriate, other stakeholders as an essential element of Good International Practice (GIP) and corporate citizenship. Such engagement will involve the following key elements:

- Stakeholder Identification and analysis;
- Stakeholder engagement planning;
- Disclosure of information;
- Consultation and Participation
- Grievance Mechanism and
- Ongoing reporting to relevant stakeholders.

With reference to vulnerable groups, PR10 states “The client will identify those project-affected parties (individuals or groups) who, because of their particular circumstances, may be disadvantages or vulnerable”. In addition, the client is required to “support active and inclusive engagement with project affected parties including disadvantaged or vulnerable groups”.

4 STAKEHOLDER IDENTIFICATION AND ANALYSIS

Stakeholder engagement can be described as the systematic method to understand and involve stakeholders and their concerns in project activities and decision-making processes. It identifies the appropriate approach to be used for consultation and information disclosure.

The SEP for the Project has been prepared to guide on-going stakeholder engagement during the construction and operational phase. The Stakeholders included in this plan include persons or groups that may be directly or indirectly affected by the project, as well as those that may have interest in the project and/or those that may influence the projects outcome either positively or negatively. These stakeholders may change over time and as such this plan will need to be updated as and when new stakeholders are identified, or the circumstances of stakeholders evolve.

4.1 Approach to Stakeholder Identification

A systematic approach to identify affected stakeholders has been used. The stakeholders identified have been classified into three categories:

- **Affected Stakeholders (A)** – those who can be potentially affected by one or more of the potential impacts of the project;
 - The affected stakeholders are individuals or group of people that can be potentially affected by the Projects' environmental and social impacts either directly or indirectly. Potential environmental and social impacts of the Project to receptors (i.e. those outlined in Sub-section 2.8) have been assessed in the ESIA. Such impacts can directly or indirectly impact project stakeholders.
- **Interest-based Stakeholders (I)** – Stakeholders concerned with any of the procedures set by the Project, the Project's beneficiaries, national and international non-governmental organisations and the interested part of the civil society.
 - Interest-based stakeholders are groups or organisations that are not adversely affected by the Project but whose interests determine them as stakeholders. In addition, there are stakeholders outside the affected area, which can be identified through "interest-based" analysis. These are usually government authorities, NGOs and national, social and environmental public-sector agencies whose area of interest is related to the Project, or where such organisations are undertaking projects with communities in these areas.
- **Decision Making Stakeholders (D)** – those who are involved in the development of the project and its financing. In addition, this includes the regulators such as the MENR.

The following Stakeholder Engagement matrix is presented based on these categories which also include vulnerable groups (where identified at this stage).

Most lenders consider vulnerable groups to include those people or groups of people who may be more adversely affected by project impacts than other by virtue of characteristics such as gender, gender identity, religion, ethnicity, indigenous status, age (including children, youths and the elderly), physical or mental disability, literacy, political views or social status.

Vulnerable individuals and/or groups may also include, but are not limited to, people in vulnerable situations such as people living below the poverty line, the landless, single-headed households, natural resource dependent communities, migrant workers, refugees, internally displaced people, or other displaced persons who may not be protected through national legislation and/or public international law.

Vulnerable Groups have been identified in Neftchala City, Yenikend Village and Banka Village. These include those receiving targeted public social aid, single parents, households that have lost their breadwinner or household head, people with physical and mental disabilities, lonely elderly individuals, women-led households, and orphans. Refer to the ESIA Volume 2 for more information.

Table 4-1 Stakeholder Engagement Matrix

STAKEHOLDER GROUP	STAKEHOLDER BODY	RELEVANCE TO PROJECT: AFFECTED (A), INTEREST-BASED (I), OR DECISION MAKER (D)
Directly Affected Stakeholders	Project Land Users: <ol style="list-style-type: none"> One (1) herder and owner of structure (at the time of writing, this structure has been dismantled) and the herder's two workers 	A: Land use change as a result of the Project will change the land use and result in access restrictions. The structure has been removed prior to construction start.
	Surrounding Communities: <ol style="list-style-type: none"> Banka Village Yenikend Village 	A/I: The closest communities to the Project boundaries will potentially face exposure to direct impacts relating to visual impacts, increased traffic, dust and noise at construction stage (safety concerns).
	Businesses: <ol style="list-style-type: none"> Azerbaijan Fish Farm; Yenikend Fish House, which is attachment of Azerbaijan Fish Farm Facility 	A: The closest businesses to Project boundaries that may be indirectly impacted due the access restriction, to the increased traffic, dust and noise. There are also potential impacts relating to the realignment of the 6 kV transmission line.
	Construction Workers: <ol style="list-style-type: none"> Project's construction workforce including the EPC Contractor's subcontractors and supplier workers. 	A: Direct Project related impacts during construction phase and potential labour issues.
Indirectly Affected Stakeholders	Surrounding Communities: <ol style="list-style-type: none"> Neftchala City Girmizi Shafag Village Birinci Mayak Village İkinci Mayak Village Subh Village 	A: Indirect Project impacts related to worker influx, commodity price change, employment opportunities.
	Surrounding land user: <ol style="list-style-type: none"> One (1) herder located 70 m northeast of the planned project area 	A: Indirect Project impacts during the construction phase.
	Individuals from local communities who will graze their livestock or cultivate crops near to Project area on empty land belonging to local municipality.	A: Indirect Project impacts during the construction phase.

STAKEHOLDER GROUP	STAKEHOLDER BODY	RELEVANCE TO PROJECT: AFFECTED (A), INTEREST-BASED (I), OR DECISION MAKER (D)
Vulnerable groups	Vulnerable groups in the Project area (such as veterans of war, martyr families, unemployed youth, low-income families and women, female led households & persons living with disabilities, women and elderly members of the community)	A: These groups may be disproportionately impacted by the Project impacts such as those relating to mobility, GBVH, spread of diseases, labour/economic exploitation etc.
Local Governmental Authorities	Neftchala District Executive Power/Committee	D: The Project area lies within the jurisdiction of the Executive Power and Municipality. These organisations will give a decision on land allocation to the Project as well as any resettlement or provision of alternative lands and removal of existing assets within the Project footprint if required.
	Banka Administrative Territorial Unit Representative	
	Yenikend Municipality	
	Gender Commissions of the Municipalities	
State Organisations	Ministry of Defence	I: There are historic military structures on site.
	Ministry of Energy	D: Responsible for Project support during its planning and development stages.
	Ministry of Culture and Tourism of Republic of Azerbaijan	I: Regulatory body overseeing cultural and archaeological sites/features issues and confirming absence of importance of Project site from cultural and archaeological perspective.
	Ministry of Ecology and Natural Resources (MENR)	D: Regulatory body overseeing protected areas, ecologically sensitive and environmental issues. Provide the approval of the ESIA Report for the Project.
	Ministry of Transport, Communications and High Technologies of the Republic of Azerbaijan	I: Regulatory body overseeing transport in Azerbaijan. Will be consulted for approving transportation routes.
	Azerenergy JSC	D: Off-taker and responsible for development of OHTLs in Azerbaijan required for the Project. In addition, responsible for the removal/relocation of existing OHTL within the Project boundary. <i>Note: As stated previously the Project will connect to a line that is being built irrespective of the Project and therefore it is not considered as an associated facility.</i>
	Neftchala Women Resource Centre (established by the State Committee for Family, Women and Children Affairs)	I: Interested with regards to impacts and opportunities for local women.

STAKEHOLDER GROUP	STAKEHOLDER BODY	RELEVANCE TO PROJECT: AFFECTED (A), INTEREST-BASED (I), OR DECISION MAKER (D)
Limited Liability Companies	Aztelekom LLCs	I: Should be consulted if any communication lines will be identified.
Financial Institutions	Lenders (ADB, AIB, and EBRD)	D: Key interest in the project development and project success. Interest includes potential environmental and social risks related to project financing.
NGOs/CSOs	NGOs Public Council at MENR	I: Will be interested in the execution of the Project and its environmental impacts and mitigation measures.
	Public Unions ("Young Leaders" Education-Training and Development Public Union, Azerbaijan Social Work Association)	I: Potentially interested in project's environmental and social impacts to the environment.
	BirdLife International	I: Potentially interested in project impacts related to avifauna.
	Bankwatch	I: Potentially interested in project's environmental and social impacts.
	Coalition for Human Rights in Development	
Local NGOs (Public Association for Assistance to Free Economy, Publish What You Pay, The Centre for International Private Enterprise, Crude Accountability, Centre for Economic and Social Development)		
Media	Regional and local mass media	I: Will potentially be involved in reporting on and disseminating information about the Project.
Workers and workers organisations	Project workers and employees (including EPC Contractor and subcontractors), intermediary agencies, trade unions.	A: Potential project related impacts during both construction and operation phase.

5 PREVIOUS STAKEHOLDER ENGAGEMENT

Stakeholder identification and consultations for the Banka Solar PV Project were conducted during the Scoping and ESIA Stage. The stakeholder identification process identified impact based, interest based and decision-making stakeholders. Full details of the consultations are provided in Volume 2 of the ESIA.

5.1 Measures Undertaken Prior to Consultations

The following measures were taken into account during all consultation and engagement process:

- Confidentiality of information and consent to take part in the consultations;
- At the start of the meetings members of the communities were encouraged to express their opinions without fear of retaliation. It should be noted that there were no tensions between the local community and the different stakeholders engaged during the ESIA process. This was not noticed or raised in any of the consultations undertaken with the local community;
- Participants were informed of purpose of consultation and on how such information will be used and were given the option of not having their names disclosed; and
- All Participants and Stakeholders were informed of the grievance mechanism established for the project to report any complaints, grievances and any misconducts during the ESIA and consultation process.

5.2 Stakeholder Consultations during the E&S Scoping & ESIA Stage

The methods used for the on-going stakeholder engagement process include bilateral meetings, emails, telephone calls and letters with national, regional and local authorities. Public consultations and meetings undertaken for the Project site is as summarised below.

5.2.1 Scoping Stage Consultations

During the Scoping Stage and site observations, consultations were conducted, including engagements with local authorities. Notably, discussions were held with the Ministry of The Ministry of Ecology and Natural Resources, Executive Power of Neftchala District, Yenikend Municipality, as well as representatives from the Ministry of Defence. These consultations aimed to gather insights, collect feedback, understand previous land use and ensure alignment with local regulations and interests as part of the project development process.

A summary of the conducted consultations is provided in the following table.

Table 5-1 Summary of Scoping Stage Conducted Consultations

Stakeholder group	Stakeholder	Relevance category	Consultation agenda	Mode of engagement	Inputs to date
Local Governmental Authorities	Neftchala District Executive Committee	<p>D: The Project area lies within the jurisdiction of the Executive Power and Municipality. These organisations will give a decision on land allocation to the Project as well as any resettlement or provision of alternative lands and removal of existing assets within the Project footprint if required.</p>	<p>Discussion of Executive Power role in Project implementation.</p> <p>Discussion of previous land use situation.</p> <p>Discussion of land use by local communities.</p> <p>Discussion of availability of alternative land.</p> <p>Collecting feedback from Executive Power.</p> <p>Establishment of the Project's external Grievance Redress Mechanism (GRM).</p>	<p>Face to face meetings/site observations</p> <p><u>Date of meeting:</u> February 19, 2024</p> <p><u>Venue:</u> Office of Neftchala District Executive Power</p>	<p>Executive Power provided information on:</p> <p>Previous land use information has been provided.</p> <p>Role and responsibility of Executive Power has been provided.</p> <p>Executive Power agreed to support all E&S baseline surveys and access to Project site.</p> <p>Executive Power confirmed availability of alternative land for local communities if Project site is used by them.</p> <p>Executive Power confirmed to provide a statistic data related to socio-economic state of nearby communities.</p> <p>Executive Power confirmed that they can remove all available assets existing at the Project site as per local legislation.</p> <p>Executive Power agreed to support 5 Capitals with all surveys associated with LRP.</p>
	Yenikend Municipality		<p>Discussion of previous land use.</p> <p>Discussion of land use by residents of Yenikend community.</p>	<p>Face to face meetings/site observations</p> <p><u>Date of meeting:</u> February 19, 2024</p>	<p>Head of Yenikend Municipality provided following information:</p> <p>Land allocated for Project was leased to herder for grazing activities. However, before allocation of land for the Project herder's land lease agreement has been terminated.</p>

Stakeholder group	Stakeholder	Relevance category	Consultation agenda	Mode of engagement	Inputs to date
				<p><u>Venue:</u> Near Project site</p>	<p>Residents of Yenikend community do not use Project site for grazing or any other purposes.</p> <p>Information as well as contact details of previous land user – herder will be provided for 5 Capitals for further involvement to surveys associated with LRP.</p>
State organisations	Ministry of Defence	I: Allocation of land for the Project and removal of structures.	<p>Discussion of assets/ruins of former military barracks at Banka Project site.</p> <p>Discussion of requirements for conducting surveys nearby the military unit near Gobustan Wind Farm.</p>	<p>Face to face meetings/site observations</p> <p><u>Date of meeting:</u> February 21, 2024</p> <p><u>Venue:</u> In the office of Ministry</p>	<p>Ministry of Defence provided following information:</p> <p>Ministry confirmed that all required support to the Projects implementation will be provided.</p> <p>Ruins of former military barracks at Banka's Project site can be removed. Ministry will provide written consent to Neftchala Executive Power regarding this issue.</p> <p>Military unit asked to provide support to former workers of military base, if possible. These workers are residents of Banka community.</p>
Stakeholder group	Stakeholder	Relevance category	Consultation agenda	Mode of engagement	Inputs to date
Local Governmental Authorities	Neftchala District Executive Committee	D: The Project area lies within the jurisdiction of the Executive Power and Municipality. These organisations will give a decision on land allocation to the Project as well as any	<p>Discussion of Executive Power role in Project implementation.</p> <p>Discussion of previous land use situation.</p>	<p>Face to face meetings/site observations</p> <p><u>Date of meeting:</u> February 19, 2024</p>	<p>Executive Power provided information on:</p> <p>Previous land use information has been provided.</p> <p>Role and responsibility of Executive Power has been provided.</p> <p>Executive Power agreed to support all E&S baseline surveys and access to Project site.</p>

Stakeholder group	Stakeholder	Relevance category	Consultation agenda	Mode of engagement	Inputs to date
		resettlement or provision of alternative lands and removal of existing assets within the Project footprint if required.	<p>Discussion of land use by local communities.</p> <p>Discussion of availability of alternative land.</p> <p>Collecting feedback from Executive Power.</p> <p>Establishment of the Project's external Grievance Redress Mechanism (GRM).</p>	<p><u>Venue:</u> Office of Neftchala District Executive Power</p>	<p>Executive Power confirmed availability of alternative land for local communities if Project site is used by them.</p> <p>Executive Power confirmed to provide a statistic data related to socio-economic state of nearby communities.</p> <p>Executive Power confirmed that they can remove all available assets existing at the Project site as per local legislation.</p> <p>Executive Power agreed to support 5 Capitals with all surveys associated with LRP.</p>
	Yenikend Municipality		<p>Discussion of previous land use.</p> <p>Discussion of land use by residents of Yenikend community.</p>	<p>Face to face meetings/site observations</p> <p><u>Date of meeting:</u> February 19, 2024</p> <p><u>Venue:</u> Near Project site</p>	<p>Head of Yenikend Municipality provided following information:</p> <p>Land allocated for Project was leased to herder for grazing activities. However, before allocation of land for the Project herder's land lease agreement has been terminated.</p> <p>Residents of Yenikend community do not use Project site for grazing or any other purposes.</p> <p>Information as well as contact details of previous land user – herder will be provided for 5 Capitals for further involvement to surveys associated with LRP.</p>
State organisations	Ministry of Defence	I: Allocation of land for the Project and removal of structures.	Discussion of assets/ruins of former	Face to face meetings/site observations	Ministry of Defence provided following information:

Stakeholder group	Stakeholder	Relevance category	Consultation agenda	Mode of engagement	Inputs to date
			<p>military barracks at Banka Project site.</p> <p>Discussion of requirements for conducting surveys nearby the military unit near Gobustan Wind Farm.</p>	<p><u>Date of meeting:</u> February 21, 2024</p> <p><u>Venue:</u> In the office of Ministry</p>	<p>Ministry confirmed that all required support to the Projects implementation will be provided.</p> <p>Ruins of former military barracks at Banka's Project site can be removed. Ministry will provide written consent to Neftchala Executive Power regarding this issue.</p> <p>Military unit asked to provide support to former workers of military base, if possible. These workers are residents of Banka community.</p>

5.3 ESIA Stage Consultations

The consultations conducted during the ESIA stage followed a stakeholder matrix specifically developed for the Project, ensuring a thorough assessment of the impacts on various groups affected by the Project's construction and operation. Direct face-to-face consultations were held with directly affected stakeholders, including nearby villages, business entities, and Project Affected Persons (PAPs). Additionally, local and state organizations were consulted through business correspondence and in-person meetings. These consultations aimed to gather secondary data, obtain necessary confirmations or approvals, and facilitate meetings with PAPs and nearby residents.

A summary of the consultations is provided in the following table.

Table 5-2 Summary of ESIA Stage Conducted Consultations

STAKEHOLDER GROUP	STAKEHOLDER	RELEVANCE CATEGORY	CONSULTATION AGENDA	MODE OF ENGAGEMENT	INPUTS FROM STAKEHOLDERS	PROJECT RESPONSE / USE OF INFORMATION
<p>Directly Affected Stakeholders</p>	<p>Affected herder and workers</p>	<p>A: Land use change as a result of the Project will change the land use and result in access restrictions. In addition, existing structures will be required to be removed prior to construction start.</p>	<ul style="list-style-type: none"> • Discussion of previous and current land use situation • Conducting inventory and valuation survey to assess impacted structures • Conducting socio-economic surveys to assess the impact to households 	<p>1) Phone call consultations with two (2) herders, one within the Project area and one in the surroundings of the Project area on May 25-27, 2024 and June 2024.</p> <p>2) SE survey on 14 June, 2024.</p> <p>3) Site visit to PAP's structure on 12 June 2024.</p> <p>4) Site visit to meet with PAP and identify current activities on July 11, 2024.</p> <p>5) Site visit to meet with PAP, PAP household members, and workers to conduct</p>	<p>Based on the consultation with the herder who used the project area, the following information has been provided:</p> <ul style="list-style-type: none"> • The herder had a temporary structure within the project site and a permanent residence in Banka settlement. The herder demolished this building made of tiles and stone and took the dismantled materials to his house in Banka. He plans to use these materials to build a shepherd's house in the alternative pasture area that will be allocated to him. • Herder's land agreement was terminated. • Alternative land was allocated to 	<p>The information obtained has been used to inform the LRP and entitlements for the herder and workers.</p> <p>Frequent communications have been conducted regarding the Project process, the status of the LRP, the timelines for project implementation and to outline the GRM in case of any queries, concerns or grievances.</p> <p>Further consultations were conducted with the PAP, his household members, and two workers in August to gather additional information for the LRP, refresh the Project Grievance Mechanism, and</p>

STAKEHOLDER GROUP	STAKEHOLDER	RELEVANCE CATEGORY	CONSULTATION AGENDA	MODE OF ENGAGEMENT	INPUTS FROM STAKEHOLDERS	PROJECT RESPONSE / USE OF INFORMATION
				<p>further consultations in August 2024.</p>	<p>the herder and the location has been shown to him. The herder stated that he has accepted the proposed alternative land.</p> <p>An additional site visit was conducted on July 11, 2024, to the location where the affected herder keeps his materials, his livestock, and to his new land provided by the Municipality. An additional consultation was conducted to clarify the details of livelihood activities.</p> <p>Based on the discussion with the herder located outside the project area, after reviewing the proposed project land, he confirmed that his structure is not within the project area, and he does not use the project area for grazing purposes.</p>	<p>follow up on the new 70 ha land agreement.</p>

STAKEHOLDER GROUP	STAKEHOLDER	RELEVANCE CATEGORY	CONSULTATION AGENDA	MODE OF ENGAGEMENT	INPUTS FROM STAKEHOLDERS	PROJECT RESPONSE / USE OF INFORMATION
	Affected communities – Banka and Yenikend Villages	A: The closest communities to the Project boundaries will potentially face exposure to direct impacts relating to visual impacts, increased traffic, dust and noise at construction stage (safety concerns).	<ul style="list-style-type: none"> Conducting Focus Group Discussions with residents of Banka and Yenikend Villages 	<p><u>Date of meeting:</u></p> <p>Two meetings on June 12, 2024, in Yenikend Village with men and women groups;</p> <p>Two meetings on June 13, 2024, in Banka Village with men and women groups.</p> <p><u>Venue:</u> School in Yenikend and Banka Villages</p>	<ul style="list-style-type: none"> Both men and women raised the issue of unemployment during the discussions. Despite some residents being employed in private and state enterprises, these individuals represent a small fraction of the population. The majority are self-employed or have seasonal jobs. Participants highlighted the difficulty of finding stable employment, with 80% of rural residents considered unemployed based on the local understanding of employment as receiving a monthly salary from a public or private enterprise. Temporary and low incomes from self- 	The Project team outlined an overview of the Project, updates regarding the Project process, the anticipated project impacts (both positive and negative), the timelines for implementation and outlined the GRM in case of any queries, concerns or grievances. Details such as potential employment opportunities were provided.

STAKEHOLDER GROUP	STAKEHOLDER	RELEVANCE CATEGORY	CONSULTATION AGENDA	MODE OF ENGAGEMENT	INPUTS FROM STAKEHOLDERS	PROJECT RESPONSE / USE OF INFORMATION
					<p>employment or seasonal work do not meet the residents' criteria for normal work. They see the solution in establishing new industrial enterprises to create jobs.</p> <ul style="list-style-type: none"> In Banka Village, residents see the revival of fish farms, a significant source of employment during the Soviet era, as a solution to unemployment. The collapse of these farms post-Soviet Union era led to increased unemployment. Thus, bringing back the fish farms is viewed as a potential remedy for the current job scarcity. Unemployment is closely tied to difficult living conditions in the villages. Although 	

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					<p>the construction of a gas line in Banka has resolved gas-related difficulties for women's households, the lack of gas in Yenikend remains a major issue. Women in Yenikend face challenges in preparing food, heating their homes, and performing household chores. The absence of gas also imposes additional costs on families due to the need to purchase firewood and liquid gas.</p> <ul style="list-style-type: none"> The issue of targeted social assistance for poor families was a common concern. Participants reported that the stringent conditions for receiving state aid make it difficult for needy families to 	

STAKEHOLDER GROUP	STAKEHOLDER	RELEVANCE CATEGORY	CONSULTATION AGENDA	MODE OF ENGAGEMENT	INPUTS FROM STAKEHOLDERS	PROJECT RESPONSE / USE OF INFORMATION
					<p>qualify. Currently, only a small number of residents in both Yenikend and Banka receive state support.</p> <ul style="list-style-type: none"> Regarding the project's impact, both groups in the villages expressed that they do not anticipate direct effects. However, there is an expectation that the project will provide employment opportunities for the residents during its implementation. 	
	Azerbaijan Fish Farm & House	<p>A: The closest businesses to Project boundaries that may be indirectly impacted due to the increased traffic, dust and noise. There are also project impacts relating to transmission lines</p>	<ul style="list-style-type: none"> Discussion of Azerbaijan Fish Farm daily activities to understand the scale of impact from Project 	<p>A consultation meeting with the Azerbaijan Fish Farm representative was requested through the Neftchala Executive Power on June 12, 2024; however, the meeting was cancelled by</p>	<p>A meeting was conducted with the Azerbaijan Fish Farm on the 7th August 2024, in addition during this meeting the Fish Farm stated that they had shared the questionnaire responses with the Executive Power, however, these had</p>	<p>The Project team has been in frequent communication with the AFF, providing an overview of the Project, providing updates regarding the Project process, the anticipated project impacts, the timelines for implementation and to outline the</p>

STAKEHOLDER GROUP	STAKEHOLDER	RELEVANCE CATEGORY	CONSULTATION AGENDA	MODE OF ENGAGEMENT	INPUTS FROM STAKEHOLDERS	PROJECT RESPONSE / USE OF INFORMATION
		that require relocation and the road that cuts through the site.		<p>Yenikend Fish Farm. Alternatively, a question list related to obtaining information about their activities was shared via the Executive Power in June 2024. The hard copy response was provided to 5C on the 7th August 2024.</p> <p>An additional meeting was held with the Azerbaijan Fish Farm representative on the 22nd August 2024 to discuss the potential impacts related to the transmission line and road used by the Azerbaijan Fish Farm</p>	<p>not been received by 5 Capitals. The Fish Farm also provided a hard copy of the questionnaire. Key outcomes of the meeting and questionnaire were:</p> <ul style="list-style-type: none"> • The Farm is private and it breeds and processes sturgeon and caviar production • Transportation for employees is provided two times a day: 8 – 9 am and 5 – 6 pm. • The road passing through the project area, owned by Azerbaijan Automobile Roads, is used by the farm every day and is important to the company, it connects the Farm to another Farm closer to the Caspian Sea. The Fish Farm stated that any damage 	<p>GRM in case of any queries, concerns or grievances. Responses to specific concerns raised by the fish farm have also been provided. Mitigation measures and contingency for the AFF in case of power disruption have been included in the LRP.</p>

STAKEHOLDER GROUP	STAKEHOLDER	RELEVANCE CATEGORY	CONSULTATION AGENDA	MODE OF ENGAGEMENT	INPUTS FROM STAKEHOLDERS	PROJECT RESPONSE / USE OF INFORMATION
					<p>to the road would impact their operations.</p> <ul style="list-style-type: none"> • If overhead power lines belonging to the fall within the project area, the Fish Farm proposed that these should be relocated. • The Fish Farm also suggested that an alternative road through Banka Community is used. <p>In addition, a letter from the Chief Operating Officer of the Fish Farm was received, outlining a few concerns with regards to potential impacts (such as EMF, raising temperatures, increased human activities, electricity interruptions. Proposed actions include: continued dialogue, ensuring an uninterrupted power supply, protecting existing infrastructure</p>	

STAKEHOLDER GROUP	STAKEHOLDER	RELEVANCE CATEGORY	CONSULTATION AGENDA	MODE OF ENGAGEMENT	INPUTS FROM STAKEHOLDERS	PROJECT RESPONSE / USE OF INFORMATION
					and setting clear red lines).	
Vulnerable groups	Vulnerable groups	A: These groups may be disproportionately impacted by the Project impacts such as those relating to mobility, GBVH, spread of diseases, labour/economic exploitation etc.	<ul style="list-style-type: none"> Discussion on issues raised by vulnerable groups and their concerns regarding potential impacts from the project. 	Stakeholder consultations were conducted separately with men and women in both Banka and Yenikend villages on June 12 and 13, 2024, within the scope of focus group discussion meetings. In addition to the focus group discussion meetings, a survey was conducted with vulnerable groups. A summary of the questionnaires is as follows: Regarding vulnerability, in both villages, 5-6% of households are headed by women, and 20% by elderly individuals, with a small percentage receiving government material support. Ecosystem use involves residents fishing in the Kura River from September to April with required licenses and typically keeping livestock grazed outside the community area, with grazing areas not within or near the project area. Common health and safety issues in both villages include cardiovascular diseases, hypertension, and diabetes, with water quality being poor due to Caspian Sea water mixing with the Kura River, leading to salinity.		The Project team outlined an overview of the Project, gave updates regarding the Project process, the anticipated project impacts, the timelines for implementation and to outline the GRM in case of any queries, concerns or grievances. Details such as potential employment opportunities were provided.
Local Governmental Authorities	Neftchala District Executive Committee	D: The Project area lies within the jurisdiction of the Executive Power and Municipality. These organisations will give a decision	<ul style="list-style-type: none"> Organisation of FGD with Banka and Yenikend villages; Arranging a meeting with management of 	Face to face meetings/site observations/Phone calls/emails between February and June 2024.	The Executive Power supported the Project during arranging all FGD meetings in both Yenikend and Banka villages.	Project information, timelines for construction and operation, potential impacts and details of the grievance

STAKEHOLDER GROUP	STAKEHOLDER	RELEVANCE CATEGORY	CONSULTATION AGENDA	MODE OF ENGAGEMENT	INPUTS FROM STAKEHOLDERS	PROJECT RESPONSE / USE OF INFORMATION
		on land allocation to the Project as well as any resettlement or provision of alternative lands and removal of existing assets within the Project footprint if required.	<p>Azerbaijan Fish Farm;</p> <ul style="list-style-type: none"> Collection of secondary (statistics) data on current socio-economic status of Neftchala city, Banka and Yenikend village. Discussion of allocation of available alternative land for livestock grazing to Banka and Yenikend villages. 	Venue for meetings: Office of Neftchala Executive Power	<p>Secondary data on social infrastructure and services in Neftchala District, including demographic characteristics and national breakdown information for Neftchala City, Yenikend, and Banka Villages, has been provided.</p> <p>Executive Power provided relevant information on history of the land usage and land users, status of termination agreement with the herder and the allocation of alternative land.</p>	mechanism were shared. Information received was used to prepare the ESIA and LRP.
	Yenikend Municipality		<ul style="list-style-type: none"> Organisation of FGD with residents of Yenikend village Discussion of allocation alternative land to herder who 	<p>Face to face meetings/site observations/Phone call/emails</p> <p><u>Date for the meeting:</u></p>	<p>The head of Yenikend Municipality provided the following information:</p> <ul style="list-style-type: none"> The Municipality was asked to provide support during the 	Project information, timelines for construction and operation, potential impacts and details of the grievance mechanism were shared.

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			<p>used to lease land from the municipality</p>	<p>June 12, 2024, and continues consultation between February and June 2024.</p> <p><u>Venue for the meeting:</u> Project Area</p> <p>An additional site visit and meeting were conducted with the head of Yenikend Municipality on 31st August 2024 to clarify the water channel/ ponds and to further understand the process of land lease agreements.</p>	<p>arrangement of the FGD meeting with Yenikend Village.</p> <ul style="list-style-type: none"> The Municipality confirmed that alternative land for grazing for the PAP/herder, who used to use the project area, has been allocated and is awaiting confirmation by the Real Estate Administration. The Municipality shared the land plan and size information of the affected herder's grazing area. Secondary data received from Neftchala Executive Power has been verified by Yenikend Municipality. In addition, further secondary data has been obtained on the demographic structure of Yenikend Village. 	<p>Information received was used to prepare the ESIA and LRP.</p>

STAKEHOLDER GROUP	STAKEHOLDER	RELEVANCE CATEGORY	CONSULTATION AGENDA	MODE OF ENGAGEMENT	INPUTS FROM STAKEHOLDERS	PROJECT RESPONSE / USE OF INFORMATION
	Banka Administrative Territorial Unit Representative		<ul style="list-style-type: none"> Organisation of FGD with residents of Banka village 	<p><u>Date for the meeting:</u> June 13, 2024, and continues consultation between February and June 2024.</p> <p><u>Venue for the meeting:</u> Mukhtar Office</p>	<p>The water channel/ponds were formed as a result of historic soil extraction and fill with rainwater. The channel / ponds are not used.</p> <p>Banka Administrative Territorial Unit Representative has provided the following information:</p> <ul style="list-style-type: none"> Secondary data received from Neftchala Executive Power has been verified by Banka Territorial Executive. In addition, further secondary data has been obtained on the demographic structure and infrastructure data of Banka Village. Banka Administrative Territorial Unit Representative confirmed that there are no further 	<p>Project information, timelines for construction and operation, potential impacts and details of the grievance mechanism were shared. Information received was used to prepare the ESIA and LRP.</p>

STAKEHOLDER GROUP	STAKEHOLDER	RELEVANCE CATEGORY	CONSULTATION AGENDA	MODE OF ENGAGEMENT	INPUTS FROM STAKEHOLDERS	PROJECT RESPONSE / USE OF INFORMATION
					<p>holders around the project area.</p> <ul style="list-style-type: none"> The Banka Territorial Executive representative was asked to provide support during the arrangement of the FGD meeting with Banka Village. 	
State organisations	Azerenerji JSC	D: Allocation of land for the Project and removal of structures.	<ul style="list-style-type: none"> Discussion on realignment of exiting 6 kV OHTL from Project site. 	Business correspondence	It is understood that consultations have been conducted between the Ministry of Energy, Azerenerji and the AFF regarding the transmission lines.	-
	Ministry of Culture of Republic of Azerbaijan	I: Regulatory body overseeing cultural and archaeological sites/features issues and confirming absence of importance of Project site from cultural and archaeological perspective.	<ul style="list-style-type: none"> Project information, confirmation of proximity of nearby features of archaeological or cultural interest, details of requirements during construction phase. 	Business correspondence	The State Service for Cultural Heritage Protection, Development and Restoration under the Ministry of Culture, conducted a site visit and inspection alongside Masdar representatives and following the inspection issued a letter on the 20th August 2024 to Masdar in which the Ministry of Culture confirm that	Obtained information has been included within this ESIA Report.

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					<p>the absence of archaeological and cultural heritage items within the site. The letter also outlines the requirements to be followed in the event of a chance find.</p>	
	<p>Ministry of Ecology and Natural Resources (MENR)</p>	<p>D: Regulatory body overseeing protected areas, ecologically sensitive and environmental issues. Provide the approval of the ESIA Report for the Project.</p>	<ul style="list-style-type: none"> • Submission of Scoping reports for review • Submission of ESIA reports for review and obtaining approval for Project construction 	<p>1) The Scoping Report was issued on May 17, 2024, to request feedback from MENR on the proposed methodology of the ESIA.</p> <p>2) Scoping stage meeting Date: 29.05.2024 Venue: Office of MENR</p> <p>MENR shared a response letter with MASDAR on June 12, 2024, regarding the scoping report review.</p>	<p>At Scoping Stage Meeting followings key issues were discussed:</p> <ul style="list-style-type: none"> • <u>Impact on Birds:</u> The potential impact of solar panels on bird populations in the ornithologically sensitive Banka (Nefchala) area was discussed. It was noted that there are no major impacts expected on bird life due to existing anthropogenic activities. Field surveys are being conducted as part of the ESIA to identify presence of species. 	<p>5 Capitals, Masdar and SOCAR Green presented an overview of the Project, the team members involved, the plan for environmental and social surveys, the potential impacts, timeline and deliverables. The team answered specific questions with regards to potential impacts on microclimate and avifauna.</p>

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					<p>The response letter from MENR emphasizes the need for a detailed assessment of the project's impact on birds due to the project's proximity to important ornithological areas. Additionally, it highlights the requirement for a public hearing to be conducted, with the results included in the Environmental Impact Assessment (EIA) report. The letter also covers various other environmental considerations such as:</p> <ul style="list-style-type: none"> • The current state of project areas, including air, water, and soil quality. • Biodiversity, hydrological and geological conditions, and climate. • The technical aspects of the project, resource 	

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					<p>requirements, and potential environmental impacts.</p> <ul style="list-style-type: none"> • Waste management, emergency and risk assessment, and environmental protection measures throughout the project's phases. • Preparation of environmental management and monitoring plans, as well as rehabilitation plans after project completion. • Furthermore, it is noted that no specific comments were made regarding the scoping report itself. 	
<p>NGOs / CSOs</p>	<p>Public Unions ("Young Leaders" Education-Training and Development</p>	<p>I: Potentially interested in the Project's environmental and social impacts / benefits.</p>	<p>Overview of project details, activities, timeline, impacts, and grievance mechanism.</p>	<p>Online meeting</p>	<p>Online meetings were conducted on 30th July 2024. During the meeting with "Young Leaders" Education-Training</p>	<p>The Project team provided an overview of the Project, the anticipated project impacts, the status to date and the</p>

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	Public Union, Azerbaijan Social Work Association)				<p>and Development Public Union, the importance of training and education to the young and vulnerable groups was highlighted.</p> <p>During the meeting with Azerbaijan Social Work Association, the topic of education was also mentioned as well as involving young people and people originally from Neftchala and Bilasuvar so that they can return from Baku and work on projects in their region. Unemployment in the region was also highlighted as a key difficulty.</p>	<p>upcoming milestones and construction/operation timelines. An overview of potential for employment in the project was discussed as were initiatives with local communities and the NGOs/CSOs.</p>
	Bankwatch		Information exchange and feedback request	Letter from 5 Capitals to Bankwatch on 13 th September 2024.	A letter was sent to Bankwatch to provide brief project information, introduce the survey team, and outline the key focus of the baseline survey, which is to determine	No response provided so far.

STAKEHOLDER GROUP	STAKEHOLDER	RELEVANCE CATEGORY	CONSULTATION AGENDA	MODE OF ENGAGEMENT	INPUTS FROM STAKEHOLDERS	PROJECT RESPONSE / USE OF INFORMATION
					<p>the ecological separation between the project sites and nearby IBAs. It was requested that, if possible, they provide any relevant information that could contribute to the ongoing impact assessment.</p>	
	Birdlife			<p>Letter from 5 Capitals to Birdlife on 13th September 2024.</p>	<p>A letter was sent to Birdlife to provide brief project information, introduce the survey team, and outline the key focus of the baseline survey, which is to determine the ecological separation between the project sites and nearby IBAs. It was requested that, if possible, they provide any relevant information that could contribute to the ongoing impact assessment.</p>	<p>No response provided so far.</p>

5.4 Public Consultation Meeting

As part of the ESIA process, a public consultation meeting was planned. To determine the venue and date, a letter was sent to the officials of the Neftchala District Executive Power/Committee. The venue and date were decided based on the preferences of the Bilasuvar Executive Power and the community. The Neftchala Executive Power also notified the community and invited the public to the meeting to provide project information, introduce the grievance mechanism established for the project, and hear any feedback or concerns.

The public consultation meeting was held with local community members, including those from Banka and Yenikend villages, at the Number 2 Middle School in Banka Village on July 11th, 2024, at 14:20, with 42 people attending, including 11 women and 31 men.

The meeting was conducted in Azerbaijani, starting with an introductory presentation session and continuing with a question-and-answer session.

Key subjects discussed during the meeting are summarized below. Further details are provided in the SEP.

- All attendees agreed to the recording of the meeting to ensure a full understanding of the content and transparency.
- Introduction of Masdar, the E&S Consultant Team, and attendees from relevant stakeholder groups.
- Key project information provided, including the construction start in Q4 2024, project area size, and land ownership.
- Project rationale and potential contributions to the country's energy sources.
- Presentation by the local E&S consultant covering:
 - Introduction of the ESIA team and key project milestones.
 - Location of the project, conducted baseline surveys, and socioeconomic information gathered from ExCom and Municipalities.
 - Positive (local employment) and negative (temporary dust generation) potential impacts, and planned mitigation measures.
 - Established grievance mechanism and contact person for grievances or queries.
- Distribution of project brochures to community members.
- Employment opportunities and requirements strategy explained:
 - Approximately 70% local employment anticipated.
 - Job positions will be announced at the Executive Power and Municipalities.

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- Employment requirements subject to job skills and relevant certifications.
 - Emphasis on vulnerable groups and gender equality in job opportunities.
 - Explanation of the grievance process, including anonymous submissions.
 - In the Q/A session, below discussions are noted:
 - Question 1: Inquiry about the use of the village bridge constructed in 1982.
 - Answer 1: Masdar responded that the project will most likely not use the bridge due to safety concerns and the risk that it may not support heavy vehicles. Alternatives include routes that go around the river.
 - Question 2: Inquiries about baseline studies, presence of ecologists, sharing baseline study results, and the project's operation duration.
 - Answer 2: Baseline studies have been conducted, including water, soil, air, biodiversity (flora & fauna), and ornithological studies. These outcomes will be appended to the ESIA Report. The ESIA team includes specialists in flora, fauna, and local ornithologists. Accredited laboratories were used for analyses. The plant will be operated for >25 years. Masdar has a scholarship program and has participated in exhibitions to engage students.

5.5 ESIA Disclosure Meetings

In line with the consultation and disclosure requirements set by the lenders, project information was disclosed to stakeholders and affected communities during ESIA disclosure meetings held between September 18-20, 2024.

The engagement process ensured equitable participation from all relevant parties. Separate meetings were organized for men, women, and vulnerable groups to ensure focused discussions. Vulnerable groups were engaged through door-to-door meetings to address the needs of elderly household heads, households with disabled or chronically ill members, and women-headed households. All meetings were conducted in the local language to ensure full understanding.

Stakeholders involved in the on-site ESIA disclosure meetings included:

- Nefchala Executive Power, with the participation of relevant Deputy Executive Power, Banka Territorial Executive Power Representative, Yenikend (Girmizi Shefeg Birinci Mayak) Municipality Chair, Yenikend (Girmizi Shefeg Birinci Mayak) Territorial Excom Representative, Neftchala Municipality Chair, Kurkend (İkinci Mayak) Territorial Excom Representative.
- Azerbaijan Fish Farm (AFF) representatives,
- Banka, Yenikend, Birinci Mayak and Subh Village LGAs and community members.
- Project-Affected Persons (PAPs) across various sessions.
- Meetings with herder located near the project area.
- Vulnerable households were engaged separately through home visits.

Non-technical summary documents were placed in six key locations: Nefchala Executive Power, Yenikend Municipality Office, and additional locations in nearby villages, including Banka, Girmizi Shafaq, Birinci Mayak, İkinci Mayak villages. Hard copies were distributed to ensure accessibility to all community members.

A total of 195 project leaflets were distributed across all sessions, covering men, women, and vulnerable group meetings.

Table 5-3 Summary of ESIA Disclosure Meetings

#	STAKEHOLDERS	LOCATION	DATE	ATTENDANCE
1	Neftchala Executive Power	Neftchala Executive Power Office Building	18 September 2024	Women: 1 Man: 8 Total: 9
	Key Discussions	<p><u>Introduction and Feedback from Local Authorities and Masdar</u> The meeting began with a local government representative expressing gratitude for the support during environmental and social consultations, noting the project's potential to benefit the local community. Masdar introduced the Project, mentioning that construction activities are planned to start in early 2025, with details to be announced at COP29.</p> <p><u>Summary of 5 Capitals Presentation</u> The presentation provided an overview of the project, detailing its activities during the construction and operation phases and the timeline. Key topics covered included access roads, stakeholder consultations, potential positive and negative impacts, mitigation measures, the role of a social manager, and the Project grievance mechanism.</p> <p><u>Q&A Session</u> The main topics discussed in the Q&A session included concerns about the management of the transmission line and how it will be addressed through coordination with local authorities. Other issues raised involved potential impacts on community lease agreements.</p>		
2	Azerbaijan Fish Farm	Azerbaijan Fish Farm Office	20 September 2024	Women: 1 Man: 4 Total: 5

#	STAKEHOLDERS	LOCATION	DATE	ATTENDANCE
	Key Discussions	The meeting began with Masdar introducing the objectives of the ESIA Disclosure, emphasizing the importance of transparency and stakeholder engagement. 5 Capitals provided an update of the ESIA reports and the conducted surveys, and highlighted the importance of continued engagement. A summary of potential impacts and mitigation measures was provided, and AFF were encouraged to provide feedback. During the Q&A session, several concerns were addressed. Regarding electromagnetic fields (EMF) and temperature increases, it was clarified that any impact would be minimal and would dissipate quickly beyond the project boundaries. Concerns about water quality and dust were discussed and outlined how these impacts can be mitigated through measures outlined in the ESIA, and noise concerns were addressed with details of the mitigation measures and the planned noise monitoring during construction. Power outages related to the 6kV transmission line relocation were also discussed, with plans to prevent disruptions. Additionally, Masdar explained that road impacts would be minimal, with heavy vehicles using specific routes, and that any road damage would be repaired after construction.		
3	Herder located outside the Project boundary	Neftchala Town	20 September 2024	Women: 1 Men: 3 Total: 4
	Key Discussions	In the meeting, 5 Capitals provided the herder with essential information regarding the Project and the ESIA Report. This included a project overview, details on environmental and social impacts, construction and operation timelines, employment opportunities, locations where project documents are available, and the grievance mechanism. The herder expressed full support for the project and had no further questions. A project leaflet was also provided to the herder.		
4	Banka Village	Banka High School #2 (Session 1&2) Vulnerable groups have been visited at their houses (Session 3).	18 September 2024	Women: 34 Men: 15 Total: 49
	Key Discussions	<u>Session 1 & 2:</u> The presentation by 5 Capitals covered key project details, including an overview of project activities during the construction and operation phases, timelines, updates on the transmission line connection and access road.		

#	STAKEHOLDERS	LOCATION	DATE	ATTENDANCE
		<p>Positive and negative impacts were discussed, highlighting worker influx and potential dust and noise during construction, as well as the creation of job opportunities for the local community. Mitigation measures were outlined to manage these impacts, and it was mentioned that majority of the workforce will be hired locally. Details of the grievance mechanism were also shared.</p> <p>In the Q&A session, questions focused on the benefits to local settlements, job opportunities, and potential changes to electricity rates. The project was explained as a significant contributor to renewable energy development in the country, with job opportunities for local residents.</p> <p><u>Session 3:</u></p> <p>During the session, six vulnerable households were visited at the Banka settlement, where ESIA disclosure information was provided through door-to-door meetings. Six leaflets were distributed during the session. The individuals visited during the door-to-door consultations included women-headed households, elderly household heads, and individuals with physical health issues. All household members spoken to were aware of the project either through the municipality or their personal contacts. Details of the grievance mechanism were shared.</p>		
5	Yenikend, Birinci Mayak, Subh Villages	Yenikend Municipality Building Office (Session 1&2). Vulnerable groups have been visited at their houses (Session 3).	19 September 2024	Women: 23 Men: 28 Total: 51
	Key Discussions	<p><u>Session 1 & 2:</u></p> <p>During the presentations, 5 Capitals provided an overview of the project, construction and operation phase timeliness, transmission line connection and next steps. Both positive and negative impacts were discussed, such as worker influx, dust, noise, and job creation. Mitigation measures and the importance of hiring locally were emphasized. Details of the grievance mechanism were shared.</p> <p>In the Q&A session, attendees raised questions regarding energy choices (solar vs. wind), the job application process, age limits for employment, water management during construction, and local employment priorities. Responses focused on the feasibility of solar energy, recruitment timelines, and adherence to local labour regulations.</p> <p><u>Session 3:</u></p>		

#	STAKEHOLDERS	LOCATION	DATE	ATTENDANCE
		Eleven vulnerable households were visited during door-to-door consultations. The residents included elderly individuals, those with disabilities, and women-led households. All households were informed about the project, and most were already aware through municipal contacts or personal networks. The grievance mechanism was shared.		
6	Project Affected People – herder and two workers	At the herder's house	25 September 2024	All PAPs
	Key Discussions	ESIA disclosure was conducted on the same day as LRP disclosure. Information with regards to an overview of the project, construction and operation timelines, next steps, potential project impacts (both positive and negative), access road plans, transmission line connection, and the grievance mechanism were shared. Project leaflets were also distributed to PAPs.		

5.6 Scoping and ESIA Stage - Grievance Mechanism

The following approach was planned to be used in the establishment of the Project specific grievance mechanism.

- Applications/complaints from local individuals or groups are accepted both in written and verbal forms after conducting the meeting with affected community.
- ESIA Consultant 5 Capitals as well as local consultants planned to review and, within their authority be responsible for resolving submitted grievances (in coordination with the Project developer, Masdar, who are ultimately responsible for managing grievances).

The following details were provided to the stakeholders in order for the stakeholders to be able to submit their grievances or comments regarding the proposed Project.

Table 5-4 Scoping Phase & ESIA Stage Grievance Mechanism Contact Details

Contact person/s	Company	Contact details
Sardar Huseynov	5 Capitals	Email: sardarhuseyn@gmail.com Mob: +994 55 566 04 20
Yashar Gojayev	Masdar	Email: ygojayev@masdar.ae Mob: +994 50 273 04 21

As of the date of submission of this report, no grievances have been received regarding the Project.

5.7 Media Coverage of the Project

The development of the Banka Solar PV Project has received both national and international coverage in various media outlets. The most notable press coverage is as provided below:

LOCAL MEDIA COVERAGE

- The Ministry of Energy Republic of the Republic of Azerbaijan: This official government publication presented the project in a positive light, emphasizing its alignment with Azerbaijan's renewable energy goals.
 - <https://minenergy.gov.az/en/xeberler-arxivi/00082>
- Haqqin News: The project was portrayed positively, highlighting its potential impact on Azerbaijan's green energy transition.
 - <https://haqqin.az/news/318423>
- Banker News: The article covered the project's launch event, presenting it as a critical step toward expanding the country's renewable energy capacity.
 - <https://banker.az/prezident-v%99-bee-naziri-neftcala-bil%99suvar-gun%99s-elektrik-stansiyalarinin-v%99-abseron->

[garadag-kul%9%99k-elektrik-stansiyasinin-t%9%99m%9%99lini-qoyublar/](#)

- APA News: This article covered the foundation-laying ceremony, presenting the project as a key collaboration between Azerbaijan and the UAE, promoting sustainable energy development.
 - <https://en.apa.az/official-news/azerbajani-president-and-uae-minister-laid-foundations-of-neftchala-bilasubar-solar-power-plants-and-absheron-garadagh-wind-power-plant-439093>

INTERNATIONAL MEDIA COVERAGE

- Masdar's Website: Masdar's own publication emphasized the significance of this project as part of their broader renewable energy portfolio, showcasing the positive impact on regional sustainability efforts.
 - <https://masdar.ae/en/news/newsroom/president-of-azerbajian-breaks-ground-on-masdar-1-gw-solar-and-wind-projects>
- Financial Times: The Financial Times presented the project positively, focusing on Azerbaijan's strategic move toward achieving ambitious green energy targets with international collaboration.
 - <https://www.ft.com/content/36a2f00d-eb7a-4057-bc31-6be6c4f01d16>
- Arabian Golf Business Insight (AGBI): The article highlighted Masdar's leadership in the project, portraying it as a forward-looking initiative in support of Azerbaijan's green energy aspirations.
 - https://www.agbi.com/energy/2022/08/masdar-takes-lead-as-azerbajian-sets-ambitious-green-targets/?gad_source=1&qclid=CjwKCAjw65-zBhBkEiwAjqRMIEjBtKG-evmcVf67ldXl2lpnldGRmM2FyYIPLxxo14Y-R17qabQ3BoCXNYQAvD_BwE

6 FUTURE STAKEHOLDER ENGAGEMENT PROGRAMME

Stakeholder engagement is an on-going process that will be undertaken during the construction, commissioning and operational phases of the Project. The processes used will be transparent, free of intimidation, interference and coercion. The aim of this section is to describe what information will be disclosed, in what formats, the types of methods that will be used to communicate information and the consultation methods to be used with each of the stakeholder groups identified in the previous sections.

6.1 Engagement Methods

The following methods and tools will be used for stakeholder engagement and consultations. The contents and messages will be reviewed and approved by Masdar prior to dissemination.

- **Project Brochures/Leaflets** – These will be distributed to vulnerable groups and will be available to those who cannot attend ESIA disclosure sessions. They will include a summary of the negative and positive impacts of the project and information regarding the grievance mechanism.

Note: Prior to the stakeholder engagement conducted in February 2024 with government bodies, community members, and other stakeholders, a draft brochure in Azerbaijani language was developed and shared during the consultations. The brochures used during the consultation are provided in Appendix C.

- **Letters, Phone calls and email** – Suitable to engage interest-based stakeholders and to notify them of the engagement and disclosure mechanisms;
- **Bilateral meetings** – Suitable to engage impacted and interest-based stakeholders as identified, to allow these stakeholders provide their views and opinions and to notify them of the engagement and disclosure mechanisms.
- **Community Dialogues/Door-to-Door Consultations** – Open community dialogues introducing key concepts and offering explanations regarding the Project.
- **Social Media** – This may include use of messaging platforms such as WhatsApp, Telegram, Google Meetings, Zoom etc. to communicate general information about the Project. Data privacy must be ensured and protected if a stakeholder database is established.
- **Meetings with community leaders** – These can be informal meetings held with community leaders so as to maintain good relations with the community and address any concerns the community might have.
- **Online** – Useful for Interest-based Stakeholders. The engagement and disclosure mechanisms for the ESIA package during the construction and operational

phases of the project will be advertised on Masdar’s website with a contact point provided for comment. The same will be available on the lending institution respective websites.

- **Trainings** – Dedicated trainings related to occupational health and safety and Project grievance mechanism, gender-based violence etc.

6.2 Disclosure of E&S Documents

The Project’s ESIA and related E&S documents will be disclosed on the Masdar’s website where they will be accessible to the Project stakeholders. The ESIA Non-Technical Summary, LRP and SEP (including Grievance Mechanism) will be disclosed to the different stakeholders (impacted and interest-based stakeholders as applicable) (refer to Section 5.5).

The table below provides the ESIA public disclosure timetable.

Table 6-1 ESIA Public Disclosure Timetable

ACTIVITY	STAKEHOLDERS	ENGAGEMENT METHOD	TIMING AND FREQUENCY	RESPONSIBLE PARTIES FOR IMPLEMENTATION
Disclosure of E&S documents	All identified stakeholder (impacted and interest-based including vulnerable groups).	Once agreed with the lenders, the ESIA study, Non-Technical Summary (NTS), SEP and LRP will be fully disclosed online. The documents will be available on the website of Masdar prior to financial close. Where appropriate, stakeholders have the opportunity to comment or request additional information during this disclosure period. These documents will also be disclosed on lenders’ websites and will include the NTS, this SEP and the LRP in Azerbaijani and English.	Dependent upon lender requirements	Masdar Project Lenders

At the end of the lender’s disclosure period, a public consultation and disclosure report will be developed based on additional consultation and feedback undertaken during the disclosure period. This feedback report will then be disclosed on Masdar’s website together with the final ESIA package explaining the disclosure activities that have been undertaken, feedback received and whether/how these are addressed in the final ESIA and management plans.

6.3 Measures to Avoid Reprisal

Stakeholders must be able to provide their feedback, opinions and raise concerns without fear of retaliation (e.g., threats, intimidation, harassment or violence) to ensure meaningful engagement during the lifecycle of the project. The following will be implemented by Project Company, EPC and O&M company and all subcontractors and subconsultants involved in the project:

- Adopt a zero-tolerance policy to reprisals which will be reflected in the Code of Conduct and company policies. This will be communicated to stakeholders during all engagements;
- If risks of retaliation become an issue (e.g., when stakeholder raise or signal concerns to their safety for expressing their opinions,) the stakeholder engagement process may need to be adapted to ensure safety of the participants (e.g. not disclosing venue or date of consultation etc.).
- Participants will be informed on the purpose of engagement/consultation and obtain consent to signing attendance sheet. Participants will be informed about how this information will be used and to be given the option not to have their names disclosed
- Raise awareness among staff to ensure implementation company's code of conduct and train employees on expectation of their behaviours when communicating with local community and project PAPs;
- Allegations of reprisals will be addressed and responded to. Responses will be taken in consultation with those at risk and measures on responding to reprisal and implementation will be agreed with victims. Personal information will not be disclosed.

6.4 Stakeholder Engagement During Construction and Commissioning

Stakeholders most likely to be affected by construction and commissioning activities will be engaged leading up to and during the physical construction and commissioning of the Project. Stakeholder engagement during construction and commissioning will allow stakeholders to assess whether measures are working as intended, if grievances are being responded to and identifying alternatives where there are failings. Effective management of stakeholder engagement during the construction and commissioning phase is important as it can set the tone for the remainder of the project (ref. IFC, Handbook for Stakeholder Engagement and Multilateral Financing Institution's Working Group, Meaningful Stakeholder Engagement Good Practice document).

Construction and commissioning related engagement processes are set out below and will be the responsibility of the EPC Contractor, although support from the Project Company is expected (to provide a local cultural context).

Table 6-2 Construction Phase SEP Timetable

Activity	Stakeholders	Engagement Method	Timing and Frequency	Responsible Parties for Implementation
Compensation and livelihood restoration activities in line with LRP	PAPs identified in LRP.	In accordance with LRP.	Prior to construction and start of early works	Masdar and SOCAR Green LLC
Notify stakeholders of construction and commissioning activities including the timelines.	Directly and Indirectly Impacted Stakeholders (See Stakeholder Engagement Matrix)	<p>Official notices will be posted at the site entrance points and at strategic locations in the project site to advise of construction and commissioning commencement.</p> <p>Bilateral meetings will also be undertaken with directly impacted stakeholders to inform them of the construction commencement and any changes in project construction schedule</p>	<p>Prior to the start of construction and commissioning phases. This will be updated as necessary within the construction and commissioning phases if there are changes to the planned activities or processes.</p> <p>Meetings to be undertaken throughout construction phase of the</p>	Project Company with the coordination of the EPC Contractor

Activity	Stakeholders	Engagement Method	Timing and Frequency	Responsible Parties for Implementation
	Government Bodies/organisations and Local Government/agencies, NGOs	Official emails or letters in coordination with applicable local authorities will be sent to provide information on construction and commissioning activities and timelines.	project and/or if there are any significant changes to construction activities or processes.	
Communication of emergency preparedness and action plan	Project workers, residents in communities near the Project site and commercial entities	Bilateral meetings will be held with local authorities and community leaders to inform them of the emergency plan and to optimise with any concerns from their side. Based on the outcome of these meetings, it will be decided in coordination with local government whether bilateral meetings with the communities are necessary.	Prior to the start of construction and commissioning and updated if key changes to the plan occur.	Project Company with the coordination of the EPC Contractor
	Government Bodies, State Committees/Agencies Local Government, NGOs, Industrial and Business Organisations Project Lenders	Official emails or letters informing the applicable agencies about the emergency response procedures in place and any required co-ordination for specific events.		

Activity	Stakeholders	Engagement Method	Timing and Frequency	Responsible Parties for Implementation
		Bilateral meetings will be held where necessary.		
Communication of GBV and SEA/SH Prevention and Response	Women, youth, young girls and boys within the communities near the Project site.	<p>Focus group discussions will be held with women and the youth to educate them on gender-based violence and to encourage them to report any cases of GBVH, SEA and SH.</p> <p>Meetings with young girls and boys will be held under the permission of their guardians and parents. In addition, a female and male representative will be present during the meetings.</p> <p>This will be conducted in a culturally appropriate manner.</p>	On a quarterly basis throughout construction phase of the project	Project Company with the coordination of the EPC Contractor
Independent Environmental & Social Monitoring & Reporting (to include GBV – SEA/SH prevention and response activities, number of grievances handled, SEA/SH awareness creation trainings provided for	Project Lenders	Environmental and Social auditing to evaluate Projects compliance with Azerbaijan standards, lender requirements and loan covenants.	On a quarterly basis throughout construction and commissioning phase of the Project.	<p>Independent Environmental & Social to be appointed by the lenders.</p> <p>Project Company to issue the report to lenders.</p>

Activity	Stakeholders	Engagement Method	Timing and Frequency	Responsible Parties for Implementation
project staff, etc.)				
Implementation of grievance mechanism	All identified stakeholders	As described in the grievance mechanism section of this SEP (see Section 7).	Established at the start of construction and commissioning phases and updated throughout to facilitate rapid and effective response.	Project Company

6.5 Stakeholder Engagement During Operation

Stakeholder engagement during the operational phase of the Project will be the responsibility of the O&M Company, although it is expected that the Project Company will provide key support in order to ensure local cultural context during engagement activities.

It will be important for the Project Company and O&M Company to ensure a smooth transition between stakeholder engagements from construction and commissioning phase to operational phase of the Project by understating the techniques that have been most effective during construction and commissioning phases. It will be important to continue these techniques to avoid decrease in the frequency of stakeholder engagements, as the stakeholders are already familiar with the typical processes for engagement.

Table 6-3 Operational Phase SEP Timetable

Activity	Stakeholders	Engagement Method	Timing and Frequency	Responsible Parties for Implementation
LRP Activities	PAPs identified in LRP	In accordance with LRP	During operational phase	Masdar and SOCAR Green LLC
Notify stakeholders of the transition from construction/commissioning to operations	Directly and Indirectly Impacted Stakeholders (See Stakeholder Engagement Matrix)	Official notices will be posted at the site entrance to advise of commencement of the operational phase of the Project.	At least 2 months prior to commencement of operations.	Project Company

Activity	Stakeholders	Engagement Method	Timing and Frequency	Responsible Parties for Implementation
	Government Bodies/organisations, Local Government/agencies and NGOs	Official emails or letters in coordination with applicable government agencies will be sent to provide information on operational phase activities and timelines.		
Upon development of and any updates related to the emergency preparedness and action plan, or other HSE related matters that may affect local external parties.	Residents in communities near the Project site including owners of nearby farms and commercial entities.	Bilateral meetings will be held with local authorities and community leaders to inform them of the emergency plan and to optimise with any concerns from their side. Based on the outcome of these meetings, it will be decided in coordination with local government whether bilateral meetings with the communities are necessary.	2 months prior to the commencement of operations and updated if there are key changes to the plan occur.	Project Company
	Government Bodies, State Committees/Agencies Local Government, NGOs, Industrial and Business Organisations Project Lenders	Official emails or letters informing the applicable government agencies/authorities about the emergency response procedures in place and any required co-ordination for specific events. Bilateral meetings will be held where necessary.		
Communication of GBV and SEA/SH Prevention and Response	Women, youth, young girls and boys within the communities near the Project site.	Focus group discussions will be held with women and the youth to educate them on gender-based violence and to encourage them to	On an annual basis throughout operational phase of the project.	Project Company

Activity	Stakeholders	Engagement Method	Timing and Frequency	Responsible Parties for Implementation
		<p>report any cases of GBVH, SEA and SH.</p> <p>Meetings with young girls and boys will be held under the permission of their guardians and parents. In addition, a female and male representative will be present during the meetings.</p> <p>This will be conducted in a culturally appropriate manner.</p>		
<p>Independent Environmental & Social Monitoring & Reporting (to include GBV – SEA/SH prevention and response activities, number of grievances handled, SEA/SH awareness creation trainings provided for project staff, etc).</p>	<p>Project Lenders and other interested stakeholders</p>	<p>Environmental and social auditing to evaluate projects compliance with Azerbaijan standards, lender requirements and loan covenants.</p>	<p>On an annual basis throughout operational phase of the project.</p>	<p>Independent Environmental & Social to be appointed by the Project lenders.</p> <p>Project Company to issue the report to lenders.</p>
<p>Implementation of grievance mechanism</p>	<p>All identified stakeholders– including project workforce</p>	<p>As described in the grievance mechanism section of this SEP (Section 7).</p>	<p>Established at the start of operations and managed throughout the entirety of the operational phase to facilitate rapid and effective response.</p>	<p>Project Company</p>

7 PROJECT SPECIFIC - GRIEVANCE MECHANISM

The Projects activities (during construction, commissioning and operation) may result in potential nuisances for stakeholders, or environmental and social impacts and as such it is required to establish a grievance mechanism to address potential complaints from affected parties. The aim of the grievance mechanism is establishing a system to receive and facilitate resolution of the stakeholder's concerns and grievances about the Project's environmental and social performance.

According to lenders requirements, the grievance mechanism will comply with the key principles:

- Inform the affected PAPs (and other stakeholders) of the grievance mechanism, purpose and how to access it during the engagement process;
- The process will be scaled to the risks and impacts of the Project;
- The grievance mechanism will be made clear, understandable and easily accessible by providing information in the local language and orally where PAPs (and communities) cannot read;
- Ensure transparency, discretion and accountability to all stakeholders by putting it into writing, publicising it and explaining it to relevant stakeholders;
- Providing responses to complaints, concerns and/or request for Project information in a timely manner;
- Provision of the mechanism at no costs, retribution or retribution associated with lodging a grievance;
- Precautionary measures such as clear non-retaliation policy, confidentiality measures and safeguarding of personal data collected in relation to a complaint, as well as an option to submit grievances anonymously will be in place;
- Consideration of when to engage third-parties as mediators (such as community leaders) to resolve grievances between the Project and PAPs;
- The grievance mechanism will not impede access to judicial or administrative remedies; and
- Monitoring and analysis of trends that the grievance mechanism has established are of concern to PAPs and other stakeholders

The grievance mechanism is an important part of stakeholder engagement and will be in place from the E&S disclosure process, throughout construction and operations through the end of the Project life. The grievance mechanism will use an understandable and transparent process that is culturally appropriate and readily accessible at no cost; so, all stakeholders/affected parties will have the opportunity to raise a complaint.

The overall responsibility and accountability for the grievance mechanism will be held by the Project Company. However, implementation may be delegated and fall under separate parties depending on whether the grievance is related to the construction, commissioning or the operational phases, i.e., EPC Contractor during construction and commissioning and O&M Company during operations.

7.1 Key Principles of Grievance Mechanism

The grievance mechanism for the Project will comply with the following principles:

- The purpose of the grievance mechanism procedure will be clarified at the outset;
- The process will be scaled to the risks and impacts of the Project;
- The process will be transparent and accountable to all stakeholders by putting it into writing, publicising it and explaining it to relevant stakeholders;
- The grievance mechanism will be made clear, understandable and easily accessible by providing information in the local language and orally where communities cannot read;
- Complaints or concerns will be rapidly resolved;
- The mechanism will not involve any costs nor retribution associated with lodging a grievance; and
- Precautionary measures such as clear non-retaliation policy, confidentiality measures and safeguarding of personal data collected in relation to a complaint, as well as an option to submit grievances anonymously will be in place.

7.2 Scope of Grievance Mechanism

The scope of the grievance mechanism is to evaluate and address stakeholders' problems and concerns regarding project activities, the implementation of mitigation and compensation measures as per the ESIA and environmental and social performance of the Project.

All relevant claims from affected stakeholders will be accepted and no judgment made prior to investigation, even if complaints are minor. This includes complaints in relation to gender-based violence, sexual exploitation and abuse, sexual harassment, conflict between project employees and community members etc.

However, according to good practice, the following claims will be directed outside of Project-level mechanisms:

- Complaints clearly not related to the project based on assessment of its legitimacy;

- Issues related to governmental policy and government institutions;
- Complaints constituting criminal activity and violence, which will be referred to the justice system; and
- Commercial disputes: Commercial matters will be stipulated for in contractual agreements and issues will be resolved through a variety of commercial resolution mechanisms or civil courts.

In the event that any of the grievances are rejected at the screening stage, the complainant will be informed of this decision including a justification why.

7.3 Steps in Managing Grievance Mechanism

7.3.1 Publicising Grievance Management Procedures

The grievance mechanism of this Project will be publicised using the means outlined and as linked to the disclosure processes. In addition, notices will also be provided at the Project entrance in regard of how to lodge a grievance and the process related to follow up. The information provided will be available in both English and Azerbaijani and will include the following:

- What Project-level mechanisms are capable of delivering and what benefits complainants can receive from using the company's grievance mechanism, as opposed to other resolution mechanisms;
- Who can raise complaints (i.e., all stakeholders);
- Where, when, and how community members can file complaints;
- Who is responsible for receiving and responding to complaints;
- What sort of response complainants can expect from the company, including timing of response; and
- What other rights and protection are guaranteed.

7.3.2 Submitting a Grievance

Upon raising awareness and publicising the mechanism, grievances may be submitted by:

- Direct delivery to a sealed grievance box at the project site entrance;
- Submission by post or email; and
- Directly received by project personnel, including security personnel such as CLOs and/or E&S Manager. Where security personnel at the Project's entry points and site office(s) have received any grievances, they will immediately inform the CLOs and/or E&S Manager. Security personnel will be aware and trained to deal with any grievances appropriately, in needed.

Information will be provided at the Project entrance, at the location of grievance boxes to inform people about the process and timeline to follow up their grievances.

For illiterate complainants or those that prefer to submit their grievances verbally, they will have the possibility to meet with the relevant site E&S/HSE/HSSE Manager who will take notes on the details of the complainant and read them out loud to the complainant to confirm that the key elements of the complaint have been captured. Where the respective manager is not available, security staff will take the grievances and ensure these are registered via the formal grievance process.

If an anonymous grievance (e.g. letter or email without details about the complainant) or the grievant requests to remain anonymous is submitted, the grievance will also be accepted and processed.

7.3.3 Keeping Track of Grievances

Upon receiving grievances submitted by any means mentioned above, the steps below will be followed to ensure all grievances are adequately investigated in order to avoid leaving any issues or concerns raised open.

- The grievance will be recorded in a form of register. The register will contain:
 - Details of the grievance;
 - The personnel/division(s) responsible for resolving the grievance;
 - Process tracking fields (receipt dates, status, result dates);
 - Response provided to the complainant;
 - Corrective and preventive actions taken to prevent reoccurrence of such complaint; and
 - The grievances will be acknowledged as soon as possible (no later than a week from reception) by sending a formal confirmation with a complaint number and a timeline for response to the complainant to assure the complainant that the organization is responding properly.
- In cases of sensitive grievances, such as those involving multiple interests and a large number of affected people or those relating to sexual abuse and harassment or gender-based violence, where a more complex investigation is required, the complainant will receive an update within two weeks of the grievance being received, explaining the actions required to resolve the complaint, and the likely timeframe; and
- The Project Company will explain in the first letter of acknowledgment, which claims are clearly outside the scope of the mechanism and what alternative mechanisms communities can use to address these potential issues.

7.3.4 Reviewing and Investigating Grievances

Depending on the circumstances of complaints made, various departments may need to be involved in resolving the complaints. The person(s) responsible for handling grievance will

organize the process to validate the complaints legitimacy and arrange for investigation of details.

When grievances are complex and cannot be resolved quickly, an extensive investigation may be required to prevent escalation of the issue. The responsible and accountable party remains the Project Company, although the investigation and review may be delegated to the EPC Contractor or O&M Company respectively. The grievance mechanism must conform to the principle of 'no cost'. If the investigation team is formed internally, issues that will be taken into consideration include potential conflicts of interest, qualifications, gender composition, and budget. Meetings with complainants and site visits will be undertaken, as appropriate.

All grievances will be investigated by the responsible Project party within 2 weeks of submittal. Where grievances require a longer duration for investigation, the grievant will be informed of this delay and advised of the expected timeline for a response.

In cases of sensitive grievances - such as those involving multiple interests or those relating to sexual abuse and harassment or gender-based violence or community related conflict- it may help to engage outside organizations in a joint investigation, or allow for participation of local or national authorities only if the complainants agree to this approach.

7.3.5 Grievance Resolution Options and Response

The approach used in resolving various types of grievances will be different depending on the nature of the issue, frequency of occurrence and the number of grievances. Rather than prescribing a specific procedure for each particular type of complaint, the flexibility of the grievance mechanism allows for resolution options appropriate for different types of grievances to be provided. For example, these options may include altering or halting harmful activities or restricting their timing and scope (e.g. for construction dust, or access road noise), providing an apology and revising the stakeholder engagement strategy.

Resolution to the grievance will be communicated to the grievant either in written format or verbally depending on what format the grievant has selected as preferred, but in all cases a written record will be kept by the Company. In cases where the grievance/claim is rejected or where the company does not require action, the company representative will be diplomatic when informing the grievant about the outcome of the eligibility review process so as to prevent conflict from escalating.

Where the claim is accepted, a proposed solution will be provided and communicated to the grievant within a stipulated period. If the grievant does not accept the proposed resolution, the company would re-assess the situation, discuss and clarify the finding with the grievant and make sure that all alternatives within the grievance mechanism are explored. If the

grievant is still not satisfied with the proposed resolution, the grievant can take the dispute resolution mechanism outside of the company grievance mechanism (external mechanism).

Where a proposed solution is accepted or agreed upon by all parties involved, the case will be closed out and evidence that necessary actions have taken place will be collected. Such evidence includes:

- Conducting a meeting with the complainant to reach a collective agreement or get a confirmation and file it along with the case documentation to close out the claim; and
- Take photos or collect other documentary evidence to create a comprehensive record of the grievance and how they were resolved.

Where the grievant is not satisfied with the outcome of the proposed resolution, actions concerning further discussion and re-assessment shall be completed and advised within 2-weeks of notification of dissatisfaction by the grievant.

7.4 Grievance Mechanism in Construction and Commissioning Phase

The construction and commissioning phase will require two separate grievance mechanisms to be implemented for the following parties:

- **Internal parties;** Construction and commissioning personnel, workers, project staff, (including sub-contractors' staff and visitors); and
- **External parties.**

Although the Project Company will remain responsible and accountable, the EPC Contractor will manage internal and external grievance mechanisms. A member of staff will be assigned the responsibility to receive and follow up on all grievances. They will also be required to train related staff (as outlined below). Grievances will be investigated by the EPC Contractor and may require co-ordination with the project company or other sub-contractors. All received grievances will be acknowledged within a week of receipt, or quicker depending on the urgency of the grievance.

Adequate resources will be allocated to the assigned staff member responsible for managing stakeholder engagement. This designated staff member will also be responsible for following up and managing grievances. An additional team or part of an existing team may support the member of staff; however, the staff will be experienced in engagement processes and will be familiar with the lender requirement for stakeholder engagement.

7.4.1 Internal Grievance Mechanism

The internal grievance mechanism will be made available for all construction and commissioning personnel associated with construction and commissioning activities to enable

them make work related concerns. This includes all those employed by the Project Company, EPC contractor, sub-contractors, any other related contractors and project site visitors. All construction and commissioning personnel will be made aware of the grievance mechanism during their employment inductions at the project site and in employment documents. There will also be information on how to access the grievance mechanism posted at key locations on-site (e.g. noticeboards) and at dedicated worker accommodation.

Grievances of construction and commissioning personnel will be made in writing to the EPC Contractor via a specific grievance form (see example grievance form in Appendix A). The grievance form will be made available at key locations on-site (e.g., administration block, canteen area, and office locations) as well as at any staff accommodation area. The grievance form will be available in Azerbaijani, English and any other languages of Project staff. The complaint can also be made verbally by all complainant in confidence to a manager, so that the manager will complete the grievance form on behalf of the grievant.

Grievance forms will include contact details of the complainant; however, a grievance can be raised anomalously if desired. Grievance forms will be posted in a sealed and locked 'post box', located at all key locations where grievance forms are available. The grievance box will be checked on a regular schedule several times a week. If a verbal grievance is preferred this can be specified by the complainant at the time of raising the grievance and the responsible staff will also record the grievance received and register it via the formal process.

Responses to grievances will be transparent and free of retribution. Follow-up to grievances will be completed on a grievance follow up form and signed off by the EPC Contractors grievance control representative. The follow up form will state all actions taken to resolve the grievance and any further dialogue that had ensued, as well as any future monitoring of the situation or other planned actions. The completed and signed off forms will be kept in a dedicated grievance mechanism folder on site, which will be made available for review to the external independent environmental and social auditors during the periodic environmental and social audits required during the construction and commissioning phase.

Note: Personal data and records will be protected and only used for the purpose of grievance resolution or analysis. No personal data will be disclosed or reported publicly.

7.4.2 Third-Party Grievance Mechanism

External grievance forms will be made available in Azerbaijani and English at the site entrance gate. Sealed and locked 'grievance boxes' will be made available at the Project site entrance for grievance form submission. The contact details of the E&S Manager will be advertised at the notice board at the site's main entrance gate, once the individual has been appointed. The process for recording, reviewing, following up and responding to will be the same as detailed in sub-section 7.3.

Where external complaints are received by telephone, letters or email these will also be formally recorded and followed up appropriately by the designated representative. The solution to the grievance will be communicated to the grievant depending on the format the grievant has selected as preferred. In cases where the grievance/complaint is rejected, the company representative will be diplomatic when informing the grievant about the outcome of the resolution process so as to prevent conflict from escalating.

The company would re-assess the situation, organise a meeting with the complainant and local community members responsible for arbitration during conflicts or mediating of conflicting groups to discuss and clarify the findings and make sure that all alternatives within the grievance mechanism are explored.

Formal records of the grievance submission, investigation, determination of root cause (if any), corrective and preventative actions and any follow up (including monitoring) will be recorded in a grievance follow up form and maintained as documented information, with all other associated evidence of follow-up or corrective/close-out actions.

The follow up form will state all actions taken to resolve the grievance and any further dialogue that had ensued, as well as any future monitoring of the situation or other planned actions. The completed and signed off forms will be kept in a dedicated grievance mechanism folder, which will be made available for review to applicable external parties such as independent environmental and social auditors.

Note: Personal data and records will be protected and only used for the purpose of grievance resolution or analysis. No personal data will be disclosed or reported publicly.

7.4.3 Monitoring

The process of monitoring grievance and complaints by the EPC will be under the scrutiny of Project Company who will discuss this in weekly and monthly EHS Meetings and through the site audit programme. In addition, there will be quarterly third-party independent audits by an E&S Consultant that will verify the suitability of the process and the method for documenting complaints and responding to them. The findings will be reported to the lenders and to the Board of the Project Company.

7.5 Grievance Mechanism during the Operational Phase

The grievance mechanism in the operational phase of the Project will be similar to that of the construction and commissioning phase. The grievance mechanism will be available for both workers and third-parties.

A member of staff will be assigned and responsible for managing worker and third-party grievances received (recording, reviewing, investigating and responding) appropriately. Grievance forms will be made available in Azeri & English through CLO assigned for operation stage. The process for recording, reviewing, following up and responding to will be the same as detailed above. All grievances received during operations (including all follow up documentation) will be maintained for a minimum of 5 years, with records being available on site.

Where third-party grievances are received by letters or email, these will also be formally recorded and followed up appropriately by the designated representative. The contact details of the applicable manager will be advertised at the project information disclosure locations and notice boards at the site's main entrance/office locations.

There will be worker representatives selected by workers at sites who will be involved in grievance management and in coordination with representatives from trade unions.

7.6 Grievance Procedures for Women and Vulnerable and Disadvantaged Groups

The following procedures will be implemented to ensure GBVH cases are reported:

- A Project specific GBVH Policy detailing the list of unacceptable behaviour among workers, provisions for reporting, sanctions for perpetrators and available resources & support systems for the victims will be prepared and implemented in accordance with lenders and Azerbaijan requirements including Masdar's Environmental & Social Management System;
- Workers will be provided with information regarding worker code of conduct in local languages as part of their employment contract which will include provisions for reporting, investigations, termination and disciplinary action against those who perpetrate gender violence and harassment;
- The EPC Contractor and O&M Company will conduct mandatory regular training and awareness raising for the workforce on gender-based violence and harassment towards local community members and their colleagues especially women and the availability of a grievance mechanism to report any GBVH cases;
- The workers will be made aware of the laws and regulations that make sexual harassment and gender-based violence a punishable offence which is prosecuted;
- Ensure inclusion of a balanced representation of women on the HSE team and CLO who will be easily relatable and approachable to female workers;
- Develop tools for anonymous sexual harassment complaints by workers and host community members and protect the confidentiality of the complainants;
- EPC will train female GBVH focal point to address any GBVH cases between workers & community members;

- The EPC Contractor and O&M Company will work in close coordination with the local authorities in investigating any complaints relating to gender violence and harassment in the host communities where it relates to Project workers;
- The EPC Contractor will provide targeted training (including in life skills such as leadership and decision-making) and awareness raising to vulnerable workers such as women; and
- Develop a monitoring system to monitor GBV activities to assess the effectiveness of the controls.

7.6.1 Reporting of Gender Based Violence and Harassment (GBVH)

Channels and tools for anonymous reporting of GBVH will be developed. The reporting channels will ensure safety and confidentiality to encourage reporting of such incidents. The reporting channels will include any of the following:

- **Community members:** Channels may include complaint/feedback boxes, a toll-free telephone number, a designated community organisation (e.g. NGOs, etc.), service-user group or local women's organisation. Reporting channels will include anonymous and child-friendly options to encourage children and young people to come forward.
- **Workers:** Channels may include complaint/feedback boxes at site/office, online reporting on company website or email.

Sensitive grievances, particularly those relating to GBVH (Gender-Based Violence and Harassment), will be recorded and stored in a separate, confidential grievance logbook. Access to this logbook will be restricted to designated individuals who are specifically trained to manage such sensitive cases. These individuals will ensure the grievances are handled with the utmost confidentiality and discretion.

In severe cases, such as those involving criminal activities or where the safety and well-being of individuals are at risk, the grievance will be referred to the relevant authorities or service providers, including local law enforcement, health services, or specialized support organizations. The referral process will follow legal and regulatory requirements to ensure that the complainant receives appropriate support and protection.

All sensitive grievances will be managed in compliance with local legal frameworks and the project's non-retaliation and confidentiality policies to safeguard the rights and dignity of those affected.

Process for handling and logging of sensitive grievances will be provided in workers grievance mechanism procedure to be developed by EPC Contractor.

7.7 Grievance Mechanism Contact Details

The following details will be provided to the stakeholders in order to be able to submit their grievances or comments regarding the proposed Project.

Table 7-1 Construction, Commissioning and Operation Phase - Grievance Mechanism Contact Details

Company	Contact person/s	Phases	Contact details
Representative from Masdar	Yashar Gojayev	Construction, Commissioning and Operation Phases	Email: ygojayev@masdar.ae Mob: +994 50 273 04 21
EPC Contractor	<i>To be determined</i>	Construction and Commissioning Phases	<i>To be determined</i>
O&M Company	<i>To be determined</i>	Operation Phase	<i>To be determined</i>

The Project Company, EPC Contractor and O&M Company's contact details will be confirmed before the commencement of the construction and operational phases as applicable.

7.8 Process Flow and Timeline

Table 7-2 Grievance Process and Timeline

STAGE	TIMELINE
Grievance Received/Submitted	-
Grievance logged and acknowledged	Within 1 week of grievance being submitted
Grievance investigated	Within 2 to 3 weeks of grievance being submitted*
Proposed resolution conveyed to grievant	Within 30 days of grievance being submitted
If applicable following dissatisfaction of resolution by Grievant	
Actions to re-assess grievance/propose new solution/inform Grievant of final decision	Within 2 weeks of notification of dissatisfaction by Grievant
In the event that a grievance cannot be resolved between the two parties a mediator will be involved i.e. local leaders who understand the culture and practices within the Project site.	Within 2 weeks of notification of dissatisfaction by the Grievant.
Grievances that are not resolved at the project level - a grievance committee involving senior management from Masdar, municipality and any other relevant authorities (if required).	Within 30 days of notification of dissatisfaction by the Grievant.

Note: Where complex grievances, or other factors are extending the investigation time, the Grievant will be informed of this delay and advised of an updated expected timeline for response.

7.9 Project Information Disclosure Locations

The table below provides the proposed locations where project documents can be disclosed in the project area so that local community members can physically access project documents.

Table 7-3 Project Information Disclosure Locations

Municipality/Village	Location
Neftchala Executive Power Committee	Committee Office
Yenikend Village	Yenikend Municipality Office
Banka Village	Yenikend Municipality Office
Girmizi Shafag Village	Territorial Executive Representative Office
Birinci Manak Village	Territorial Executive Representative Office
İkinci Manak Village	Territorial Executive Representative Office
Banka Solar PV Project Construction Area	Construction Admin Office and/or Security Gate

The EPC Contractor and O&M Company will be required to undertake further consultation with community leaders and elders to determine the suitability of the proposed locations. If necessary, the locations proposed in the table above will be updated.

In addition to the availability of project information and documents at the proposed locations, grievances will also be received at these offices/centres. All grievances received will be processed in a timely manner as outlined in Section 7.8 herein.

7.10 Training

- It will be the responsible of Project management to endorse the grievance mechanism and ensure that they are aware of the availability of this process. It is also necessary for Project management to ensure that personnel are allocated to manage the grievance mechanism;
- These personnel shall be made fully aware of the outlined grievance mechanism and have access to this document to ensure that they can undertake the necessary duties for effective implementation; and
- As grievances can be submitted/taken at the Project entrance, it will be necessary to ensure that security staff are trained in regard to this process and have access to this document and any applicable forms, contact details of responsible project parties etc.
- All staff will be advised of the availability of the grievance mechanism in the Project induction, including its key features such as how to submit gender-based violence & harassment incidences, processes and where to access it.

8 CORPORATE LEVEL - GRIEVANCE MECHANISM

Given the complexity and scale of the Project, which includes three subprojects with an aggregate capacity of 1000 MW_{ac}, a two-tier Grievance Redress Mechanism (GRM) is proposed. While each subproject will operate its own project-specific grievance mechanism (as detailed in the Section 7: Project-Specific Grievance Mechanism), the corporate-level GRM will serve as an overarching platform to handle grievances that transcend individual subprojects or are related to broader corporate-level concerns.

This mechanism will ensure that complaints which cannot be resolved at the subproject level, or those that involve multiple subprojects, are addressed efficiently and transparently. It also provides a higher-level option for stakeholders to voice their concerns regarding the overall implementation of the Mega Project.

8.1 Scope and Purpose

The corporate-level GRM will:

- Manage grievances that affect more than one subproject or are corporate in nature.
- Address unresolved complaints from the subproject-level GRMs.
- Ensure transparency and accountability for the management of grievances that arise at the corporate or cross-subproject level.
- Provide a pathway for higher-level complaints that require the involvement of senior management or broader stakeholder groups.

8.2 Operating Principles

The corporate-level GRM will adhere to the same fundamental principles outlined in the Project-Specific Grievance Mechanism section, including:

- Accessibility for all stakeholders, ensuring that grievances can be submitted via multiple channels.
- Transparent processes for logging, investigating, and responding to grievances.
- Clear communication of grievance procedures in local languages, ensuring accessibility for all PAPs and communities.
- Safeguarding measures such as non-retaliation policies and confidentiality protections.

Additionally, the corporate-level GRM will be structured to:

- Handle complex grievances that involve multiple subprojects or require resolution at a corporate level.
- Facilitate the coordination between subproject grievance mechanisms when necessary.
- Allow for the engagement of third-party mediators or experts, particularly in cases where disputes involve corporate policies or impact multiple subproject areas.

8.3 Submission and Processing of Grievances

Grievances can be submitted to the corporate-level GRM through the following channels:

- Direct submission via email, phone, or a dedicated online platform.
- Referrals from the project-specific grievance mechanisms, particularly for unresolved or cross-cutting issues.
- Anonymous submissions through a dedicated grievance box at corporate offices, if stakeholders prefer not to disclose their identity.

Once received, grievances will follow a structured process:

- **Acknowledgment:** The corporate team will acknowledge receipt of the grievance within 5 working days.
- **Investigation:** The grievance will be logged and assigned to the relevant corporate or subproject team for investigation. In complex cases, a dedicated cross-subproject investigation team may be assembled.
- **Resolution:** The team will work with relevant stakeholders to find an appropriate resolution, ensuring compliance with both project-specific and corporate-level policies. Resolutions will be communicated to the complainant in a timely manner.
- **Monitoring:** Outcomes of grievances, including corrective actions, will be tracked to ensure follow-through and to prevent recurrence.

8.4 Monitoring and Reporting

The corporate GRM will produce quarterly reports summarizing the types of grievances received, their status, and resolutions achieved. These reports will be shared with key stakeholders, including lenders, government authorities if needed, and the Project's senior management.

8.5 Contact Information

The corporate GRM will have its own dedicated contact points, distinct from the project-level mechanisms.

The following details will be provided to the stakeholders in order to be able to submit their grievances or comments regarding the proposed Project.

Table 8-1 Construction, Commissioning and Operation Phase - Grievance Mechanism Contact Details

Company	Contact person/s	Phases	Contact details
Representative from MASDAR (Corporate level)	To be confirmed	Construction, Commissioning and Operation Phases	Email: To be confirmed Mob: To be confirmed
Representative from SOCAR (Corporate level)	To be confirmed	Construction, Commissioning and Operation Phases	Email: To be confirmed Mob: To be confirmed

The Project Company, EPC Contractor and O&M Company's contact details will be confirmed before the commencement of the construction and operational phases as applicable.

9 IMPLEMENTATION PLAN

In order for this Stakeholder Engagement Plan to function effectively, it is important to determine a management structure and assign suitable personnel(s) to implement and manage this Stakeholder Engagement Plan.

9.1 Roles and Responsibilities (Project Company)

Note: The roles below will need to be revised upon finalisation of Project staff and responsibilities on-site. The responsibilities of the HSE/HSSE Manager, Environmental and Social Manager and Community Liaison Officer are to be outlined below once confirmed by the Project parties.

9.1.1 HSE/HSSE Manager

NAME	To be confirmed
CONTACT DETAILS	To be confirmed

The HSE/HSSE Manager is responsible for:

- Ensuring stakeholders are recognised as partners in the development and delivery of strategic goals;
- Assisting the stakeholder management unit to effectively consult and engage stakeholders;
- Advising Senior Management of issues and/or risks to stakeholder relationship as soon as they arise so risk can be managed effectively;
- Supporting the implementation and management of the SEP;
- Getting involved in stakeholder engagement activities that relate directly to HSE concerns or emergency planning; and
- Engaging with any external stakeholders with respect to emergency planning, drills, and instances of emergency as appropriate.

9.1.2 Environmental and Social Manager

NAME	To be confirmed
CONTACT DETAILS	To be confirmed

The EPC Contractor will employ/nominate the Environmental and Social Manager during the construction and commissioning phase and the O&M Company during the operation phase. The Project Company HSE/HSSE Manager will oversee the Environmental and Social Manager. The Environmental and Social Manager is responsible for:

- Implementation of all aspects of the SEP ensuring that the Project is compliant with lenders requirements;
- Identifying stakeholder issues and acting appropriately to address those issues.
- Ensuring that the SEP and the available engagement methods are publicised by the Community Liaison Officer;
- Ensuring that Project personnel are well briefed in regard to the SEP and grievance mechanism (including security personnel), and that the required resources (e.g. vehicles, company phones, office materials) are provided;
- Ensuring stakeholder meeting and disclosure of information are managed properly.
- Supervising the processing and resolution of all grievances; and
- Supervising the independent periodic monitoring and disclosure of the non-technical summary of the audit reports and of the full reports if required.

9.1.3 Community Liaison Officer (Grievance Manager)

NAME	Yashar Gojayev (Representative of Project Company (MASDAR & SOCAR))
CONTACT DETAILS	ygojayev@masdar.ae

In order to maintain regular communication with affected stakeholders, a Community Liaison Officer (CLO) will be employed/nominated (this role may be shared by the nominated E&S Manager). The CLO will be knowledgeable about the project region and will be able to speak local language. The responsibilities of the CLO include:

- Identifying, informing and recording public views, opinions & grievances and or relaying them to the necessary personnel for follow up;
- Setting up a grievance complaint tracker system to keep track of the type of complaints filed, the complainant and status of each complaint;
- Publicising & Distributing information to applicable stakeholders and translation of the material into applicable languages;
- Handling minor, straightforward issues such as those related to a complainants request for information;
- Obtaining clarification from other members of management in regard to dealing with specific grievances, such as a need to notify the Project Company (or other Project parties) in regard to the content or response to specific grievances;
- Ensuring all received external grievances are properly recorded, addressed and managed within the specified timelines as detailed in this procedure; and
- Keeping up to date with any changes in compliance obligations with respect to stakeholder engagement and grievances.

9.2 Monitoring and Reporting

The following Key Performance Indicators (KPIs) should be considered to evaluate the progress or successful implementation of the SEP. KPIs should be accounted on a monthly basis.

- Number (per type) of grievances related to local community health, safety and security (injuries, damage, diseases, etc.);
- Number of incidents causing injuries/damage to community member(s);
- Number of incidents off-site that could have caused injuries or loss of life/property to community member(s);
- Number of project training/inductions provided to workers on a monthly basis, number of attendees and number of new employees;
- Number of women employed;
- Number of education and awareness training on reproductive health, and HIV/AIDS provided to women & adolescent girls residing in the project's area of influence;
- Number of awareness training provided to all project workers in regards to SEA/SH risks;
- Number of mandatory regular training and awareness provided to workforce about gender-based violence and harassment towards local community members (including women) and their colleagues especially women; and
- Number of grievances received and resolved in regards to SEA, SH and GBV etc.

All engagement activities will be tracked and reported by Project Company.

10 REVIEW

As stated herein, the SEP is a living document that will be utilised in the ESMS throughout the project's lifecycle as a reference document. As such, there is a need to update the SEP as necessary to include any relevant changes such as changes in projects circumstances, new requirements, new affected stakeholders, reviews of techniques, changes to engagement methods, changes of relevant personnel, changes to grievance mechanism, etc. There may also be a need to update the SEP and Grievance Mechanism as part of corrective actions linked to audit, or other findings.

As a minimum, the SEP will be reviewed on an annual basis, with the aim of achieving continual improvement.

APPENDIX A – EXAMPLE TEMPLATE RELATED TO GRIEVANCE MANAGEMENT

PUBLIC GRIEVANCE FORM	
Reference No.	
Full Name:	
Contact Information Please mark how you wish to be contacted and add contact details	<input type="checkbox"/> By Post: <input type="checkbox"/> By Telephone: <input type="checkbox"/> By E-mail: <input type="checkbox"/> Other (please specify)
Description of Concern, Incident or Grievance	What is your concern/grievance/what happened? Where did it happen? Who did it happen to? What is the result of the problem? <div style="border: 1px solid black; height: 100px; width: 100%;"></div>
Date of concern, incident, or grievance	
	<input type="checkbox"/> One-time incident/grievance (date) <input type="checkbox"/> Happened more than once (how many times?) <input type="checkbox"/> On-going (currently experiencing problem)
What would you like to see happen to resolve the problem?	
	<div style="border: 1px solid black; height: 100px; width: 100%;"></div>
Signature:	
Date:	
Please insert this form in one of the grievance boxes	

GRIEVANCE RESOLUTION FORM	
How was grievance received	<input type="checkbox"/> Grievance Box (specify which box) <input type="checkbox"/> Directly contact with CLO
Reference No:	
Description of Concern, Incident or Grievance: <i>What is the grievance/ What happened? Where did it happen? Who did it happen to? What is the result of the problem?</i>	
Date of Grievance	
Has the Grievance been Resolved?	<input type="checkbox"/> Yes <input type="checkbox"/> No; <i>if not provide a justification below</i>
<u>Fill Out Either Section 1 OR Section 2 below</u>	
Section 1	
Summary of Actions Undertaken to Resolve Grievance	
Date of Implementation	
Section 2	
Summary of Proposed Actions to be Implemented to Resolve Grievance	
Timeline for Implementation	
CLO Signature: Date:	E&S Manager Signature: Date:

GRIEVANCE CLOSE-OUT FORM	
Reference No:	
Full Name	
Description of Concern, Incident or Grievance:	
Description of Actions Taken to Resolve the Grievance	
Date of Submission of Grievance	
Date of Communication of Solution to Grievance	
Has the grievance been resolved (Yes/No)	
<p>CLO</p> <p>Name:</p> <p>Date:</p> <p>Signature:</p>	<p>Complainant</p> <p>Name:</p> <p>Date:</p> <p>Signature</p>

APPENDIX B – GRIEVANCE REGISTER & STAKEHOLDER ENGAGEMENT REGISTER TEMPLATE

GRIEVANCE REGISTER FORM									
Ref No.	How Was grievance received (i.e. grievance channel)	Date of Submission of Grievance	Name and Contact Information	Description of Grievance	Department/Person Responsible for Resolution	Actions Taken to Resolve the Grievance	Date of Communication of Solution	Has grievance been resolved (Y/N) if not explain why	Has grievance been repeated (Y/N)

STAKEHOLDER ENGAGEMENT REGISTER							
Date	Staff member	Stakeholder name	Contact details	Organization	Engagement activity summary and issues raised	Follow-up actions	Action status
<Insert>	<Insert>	<Insert>	<Insert>	<Insert>	<Insert>	<Insert>	<Insert>

APPENDIX C – PROJECT BROCHURE

BANKA 315 MWAC GÜNƏŞ FOTOELEKTRİK (PV) STANSİYASI

Layihə barədə məlumat

Azərbaycan Respublikasının Energetika Nazirliyi və Masdar şirkəti arasında birinci fazası 2 GWac-dan başlamaqla Azərbaycan Respublikasında günəş və külək enerjisi layihələrinin 4 GWac gücündə xəttinin qiymətləndirilməsi, hazırlanması və həyata keçirilməsi ilə bağlı İcra Sazişi imzalanıb. Masdar hazırda ümumi gücü 1052 MWac olan iki günəş və bir külək elektrik stansiyasından ibarət üç yaşıl sahə layihələrini hazırlayır etdirir.

Banka Günəş PV stansiyası birinci fazaya daxil olan üç layihədən biridir.

5 Capitals Ətraf Mühit və İdarəetmə üzrə Məsləhətçi (5 Capitals) şirkəti layihənin Ətraf mühit və sosial təsirin qiymətləndirilməsi (ƏMSTQ) paketinin hazırlanması prosesi zamanı ətraf mühit və sosial araşdırmaları aparmaq üçün Masdar tərəfindən layihəyə cəlb olunmuşdur.

Layihənin məqsədi nədir?

Layihənin məqsədi bərpa olunan enerji mənbələri yaratmaqla Azərbaycanın elektrik enerjisi təchizatını artırmaq, bununla da istixana qazlarının (İQ) azaldılması və təbii resurslara qənaət edilməsidir.

Günəş paneli nədir?

Günəş paneli bir sıra fotoelektrik hissəciklərdən yaranan fotoelektrik sistemdən ibarətdir. Bu hissəciklər günəş işığı udməqlə onu elektrik enerjisinə çevirmək üçün nəzərdə tutulub. Təklif olunan layihə PV panelləri istifadə edəcək və istehsal olunan elektrik enerjisi milli şəbəkəyə ötürüləcək.

Tikinti fəaliyyətləri

Tikinti fəaliyyətlərinə aşağıdakılar daxil olacaq:

- Sahənin təmizlənməsi, hamarlanması, konstruksiyalar üçün sahələrdə kipləşdirmə elementləri və s.;

- Lazım gələrsə, az miqdarda betonla yerində quraşdırılan PV dayaq/izləyicilər üçün bünövrələrin qazılması (dəriniyi 2,5 m-ə qədər olması gözlənilir);
- PV izləyiciləri, modulları və avadanlıqları üçün mexaniki və elektrik avadanlıqlarının quraşdırılması;
- Sahədə daxili yolların və digər infrastrukturların, o cümlədən piyada yollarının və dayanacaq yerlərinin tikintisi və ya sıxlaşdırılması;
- Avadanlıq və materialların saxlanması üçün anbarların və saxlanma meydançalarının tikintisi;
- İnzibati bina, sanitariya otaqlar, emalatxanalar, elektrik binaları, yardımçı binalar və tikililər və s. kimi ümumi binaların tikintisi;
- Pf kabel xəndəklərinin qazılması;
- SCADA (proseslərə nəzarət və monitorinq sistemi) üçün də daxil olmaqla mexaniki və elektrik binalarının tikilməsi

Əməliyyat fazası fəaliyyətləri

Layihə milli şəbəkəyə qoşulacaq 315 MW_{ac} gücündə enerji istehsal edəcək. İlk əsas vaxt qrafiki və tarixlər aşağıdakı cədvəldə verilmişdir.

Layihənin əsas mərhələləri və tarixləri (ilkin)

MƏRHƏLƏ	TARİX
Enerji alqı-satqısı müqaviləsinin imzalanması	İyun 2024
Mobilizasiya	2025-ci ilin 1-ci rübü
Əsas Tikinti İşlərinin Başlanması	2025-ci ilin 2-ci rübü
Ticarət Əməliyyatlarının Tarixi	Yanvar 2027

11 ŞİKAYƏTLƏR VƏ RƏYLƏR

İcmalarla davamlı dialoq və şikayət mexanizminin qurulması təmin olunacaq. Bu, Maraqlı Tərəflərin İştirakı Planında öz əksini tapacaq.

- Şikayət mexanizmi tikintidən əvvəl (ƏMSTQ fazası), tikinti və istismar fazası boyunca mövcud olacaq və bu ödənişsiz, şəffaf və ondan istifadə edənlər üçün təhlükəsiz olacaq.

- Layihələrdə icmalarla və müxtəlif maraqlı tərəflərlə müxtəlif məsələlərlə bağlı, o cümlədən onların şikayətlərinin həlli ilə bağlı əlaqə saxlayan İcma Əlaqələri üzrə Mütəxəssis var.

Layihə ilə bağlı hər hansı şərhiniz, şikayətiniz, və ya əlavə məlumata ehtiyacınız varsa, zəhmət olmasa aşağıda göstərilən məlumatlar vasitəsilə layihə əməkdaşları ilə əlaqə saxlayın.

ŞİRKƏT	ƏLAQƏ
Masdar Yaşar Qocayev – İcma əlaqələri üzrə mütəxəssis	E-mail: ygojayev@masdar.ae Mob: +994 50 273 04 21
5 Capitals Sərdar Hüseynov – Sosial Mütəxəssis	E-mail : sardarhuseyn@gmail.com Mob: +994 55 566 04 20