

## **STAKEHOLDER CONSULTATION AND PARTICIPATION PLAN**

### **A. INTRODUCTION**

1. The Asian Development Bank 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.<sup>1</sup>

2. The stakeholder consultation process will begin in the project preparation stage and will be carried out on an ongoing basis throughout the project cycle. The process will provide timely disclosure of relevant and adequate information that is understandable and readily accessible to affected people. Consultations will be undertaken in an atmosphere which is free from intimidation or coercion; is gender inclusive and responsive; is tailored to the needs of disadvantaged and vulnerable groups; and will enable the incorporation of all relevant views of affected people and other stakeholders into decision making, concerning project design, mitigation measures, the sharing of development benefits and opportunities, and implementation issues.

3. Consistent with these efforts, the objectives of the consultation and participation plan and related stakeholder communication strategy are to:

- (i) fully disclose information on the proposed project and subprojects, its components, and its activities with the beneficiary communities and stakeholders;
- (ii) obtain information about the opinions, needs and priorities of beneficiary communities and stakeholders;
- (iii) solicit input and feedback on beneficial and mitigating measures;
- (iv) encourage the participation of beneficiary communities and stakeholders in activities that affect them, such as civil works construction, enterprise support actions, awareness raising activities, and monitoring;
- (v) obtain the consent and cooperation of beneficiary communities and stakeholders for activities required to be undertaken for project planning and implementation;
- (vi) establish a clear, easily accessible and effective grievance redress mechanism; and
- (vii) ensure transparency in all project activities.

### **B. CONSULTATION DURING PROJECT DESIGN**

4. As a first step in preparing the consultation and participation plan a stakeholder analysis was completed to identify the key actors, their interests, and strategies to maximize their participation in the project. Information was gathered from the national institutions that will be involved in project implementation, public and private actors in the agribusiness sector, and community members living in the target areas.

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<sup>1</sup> ADB. 2009. *Safeguard Policy Statement*. Manila.

5. **During project design**, members of the project preparatory technical assistance team comprising international and national social development specialists conducted broad and meaningful consultations to solicit stakeholder input on the design of the project using the following methods:

- (i) regular meetings were held during project design with staff of Ministry of Agriculture and Forestry (MAF) and preparatory project technical assistance (PPTA) team (at least once a week); workshops (such as the inception workshop and interim workshop) and joint site visits with staff of MAF together with each technical PPTA consultant. Information from meetings and site visits were captured by local and international consultants and fed into the project design;
- (ii) key informant interviews by PPTA team with provincial, district and village officials to determine project priorities, objectives, and confirm priorities and needs;
- (iii) discussions with local authorities to ensure that the project benefits women equitably; and
- (iv) key informant interviews by PPTA team with private crop collectors, mill operators, and other agribusiness actors; and separate focus group discussions with men and women living in the subproject target areas.

6. The information and recommendations gathered from the various stakeholder consultations has been incorporated into the design of the project to ensure that the investments align with local priorities and national development plans, and that they will deliver equitable socioeconomic benefits to the intended beneficiaries.

7. The results of the pre-implementation consultations are also reflected in the summary poverty reduction and social strategy, gender action plan, and environmental assessments. There is broad community support for the project's approach to combine agribusiness-related infrastructure development with capacity building and agricultural enterprise support to create local employment and income generating opportunities.

### **C. CONSULTATION DURING PROJECT IMPLEMENTATION**

8. Broad and meaningful consultation will continue throughout the project implementation cycle, building on the initial consultations held with various stakeholder groups during project preparation. The various stakeholders, mechanisms for participation, entities responsible, indicative schedules and resources are set out in the consultation and participation plan presented in the table below.

Table 1: Stakeholder Consultation and Participation Plan

Stakeholder Group	Objective of Their Involvement	Level of Participation and Depth	Participation Methods	Who is Responsible	Timing	Cost Estimate
All members of beneficiary communities including farmer production groups, women and men farmers, rice millers, vegetable collectors, Village Chiefs, Village Councils, Lao Women's Union representative, agricultural cooperative members, FWUCs local microcredit institutions	Direct beneficiaries of project; local authorities participating in planning, implementation and follow up of subprojects; beneficiaries of improved infrastructure such as vegetable hubs, rice mills, biofertilizer plants, participants in agribusiness enterprise development; participants in technical training, in workshops, study tours and skills and employment training	Partnership (High)	<ul style="list-style-type: none"> <li>• <b>Information:</b> Community meetings for dissemination of information on project scope, design elements, participation mechanisms</li> <li>• <b>Consultation:</b> Regular village meetings and discussions (both mixed gender and women's meetings) to monitor progress and discuss measures to enhance project benefits and mitigate risks.</li> <li>• <b>Decisions:</b> Community members contribute with suggestions for effective participation and guidelines for capacity building needs with support from village leaders to ensure they are inclusive, with equal representatives of women.</li> </ul>	IA (PPIU), Sub-CAW Gender Focal Points, and project implementation consultants	During detailed design of subprojects and throughout implementation of Climate Friendly Agribusiness Value Chain Sector Project.	Refer to GAP, and Output 1 and 2 costs for capacity building and training.

Stakeholder Group	Objective of Their Involvement	Level of Participation and Depth	Participation Methods	Who is Responsible	Timing	Cost Estimate
Farmer production groups, cooperatives, rice miller groups and other associations.	Direct beneficiaries with specific responsibilities for O&M on improved infrastructure construction by the project. Strengthened and gender-responsive agriculture cooperatives and farmer production groups and FWUCs.	Partnership (High)	<ul style="list-style-type: none"> <li>• <b>Consultation:</b> Local meetings to assess training and capacity building needs for O&amp;M, and other priorities for improved climate friendly agribusiness developments</li> <li>• <b>Decisions:</b> Recommendations for O&amp;M of infrastructure, constructions and other development priorities. Contributions from both men and women farmers are encouraged.</li> </ul>	IA (PPIU) and project implementation consultants	During detailed design of subprojects and throughout project implementation and project review.	Refer to Output 1&2 costs for institutional strengthening.
MAF PAFO and DAFO	Support to farmers through extension and training	Partnership (High)	<ul style="list-style-type: none"> <li>• <b>Project management and Implementation:</b> extension activities, farmer training and support to agricultural producers groups</li> <li>• <b>Strategic Decision-Making:</b> Contribute to decisions on implementing subprojects; GAP and EMDP implementation (if necessary) through monthly meetings with project Social Development / Gender Specialists.</li> <li>• <b>Monitoring:</b> Representation on project steering committee</li> </ul>	IA (PPIU) and project implementation consultants	Throughout project implementation and project review	Refer to Output 1&2 costs for institutional strengthening

Stakeholder Group	Objective of Their Involvement	Level of Participation and Depth	Participation Methods	Who is Responsible	Timing	Cost Estimate
MAF DAW and LWU	Promoting gender equity in agriculture	Collaboration (Medium)	<ul style="list-style-type: none"> <li>• <b>Project management and Implementation:</b> Consultations on project implementation through collaboration with IA and representation on steering committee.</li> <li>• <b>Strategic Decision-Making:</b> Contribute to decisions on implementing GAP and EMDP implementation through monthly meetings at Province level with project Social Development / Gender Specialists.</li> <li>• <b>Monitoring:</b> Representation on project steering committee</li> </ul>	IA (PPIU) and project implementation consultants	Throughout project implementation and project review	Refer to GAP and subproject GAPs, and Outputs 1 and 2 for training.
Private businesses, enterprises and cooperatives	Private sector participation and partnership for effective agribusiness development	Partnership (High)	<ul style="list-style-type: none"> <li>• <b>Consultation:</b> Meetings and individual consultations with men and women on needs and issues affecting agribusiness and related value chain developments in subproject areas.</li> <li>• <b>Strategic Decision-Making:</b> Monthly meetings with local businesses at provincial level and periodic workshops at national level to gain public and private consensus on standards, and promotion directions. Separate meetings with women to find out their real issues and needs.</li> </ul>	IA (PPIU) and project implementation consultants.	Throughout project implementation.	Refer to Output 1 activities.

Stakeholder Group	Objective of Their Involvement	Level of Participation and Depth	Participation Methods	Who is Responsible	Timing	Cost Estimate
Government departments on Project Steering Committee.	Setting policy and guidelines, coordination meetings, and approvals.	Collaboration (Medium)	<b>Policy Guidance and Approvals:</b> Semi-annual meetings of the project steering committee to provide direction on project implementation matters. Reviews of periodic progress reports and any special reports.	IA (PPIU)	At least two meetings of committee per year.	Refer to Output 2 costs for institutional strengthening

DAW = Division for the Advancement of Women, GAP = gender action plan, IA = Implementing Agency, LWU = Lao Women's Union, O&M = operations and maintenance, PPIU = Provincial Project Implementation Unit, Sub-CAW = Subcommittee for the Advancement of Women.