



Stakeholder Engagement Plan for
Managing Watersheds for Enhanced Resilience of Communities to Climate
Change in Nepal (MaWRiN)

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GEF Agency: WWF US
Lead Executing Agency: Ministry of Forest and Environment, Nepal



1. Introduction

This project, located in Marin watershed in the central-east of the Churia region, was conceptually approved in November 2020 by the GEF for funding from the GEF-managed Least Developed Countries Fund (LDCF). The Marin watershed was selected for project focus due to the high level of vulnerability to landslides, floods and drought and its alignment with the national priority to support most vulnerable communities. The Marin watershed has a largely indigenous population (68.5% of the population) which depends on subsistence agriculture and was thus identified as having communities that are highly vulnerable to climate change risks and impacts.

The project will be implemented over a period of five years by WWF-US GEF agency in close association with the Ministry of Forests and Environment of Bagmati Province as the national executing partner.

The objective of the project is ***“to enhance climate resilience of Indigenous people and local communities in the Marin watershed through nature-based solutions and livelihood diversification.”***

The fundamental approach will be to address climate change impacts using an integrated approach at the watershed level. This approach is to consider: (a) strengthening coordination between local stakeholders and their capacity to assess climate risks and vulnerabilities, and mainstream appropriate climate adaptation strategies and actions in local development; (b) empowering communities through training and site based interventions to enhance the climate resilience of local livelihoods and the resources that the local communities depend upon including through transfer of climate-adaptive technology and practices, sustainable forest management, and employment of nature-based solutions (NbS) to reduce vulnerability to climate hazards and disasters; and (c) generating lessons and good practices, and developing knowledge for replication, adaptation and sustainability of the project results.

At the present, there is no institutional mechanism to bring different municipalities and other stakeholders together to discuss, share information and knowledge, and coordinate on climate change issues at the watershed level. The private sector and vulnerable sections of the community, such as women and poor sections of the community groups who are disproportionately more vulnerable to climate change, are often left out from the discussion and decision-making process on climate change adaptation and watershed management issues. While there are community groups that include women, poor and Dalit, they generally remain passive participants due to relatively low literacy levels¹, limited access to knowledge and information, and patriarchal norms which are still prevalent especially among the rural communities. The project will enable the government and local stakeholders to invest in protecting the Marin watershed while bolstering the longer-term resilience of local and indigenous communities against climate emergencies.

The following benefits will be achieved through the project and aim to positively impact stakeholders.

- Improved coordination between stakeholders will enable more effective and efficient use of adaptation resources, and synergy between various adaptation interventions. It will also help mobilize knowledge and views from multiple stakeholders, including women, poor and

¹ Literacy rate of female population in the project area was 52.1% compared to 69.5% of male population as per 2012 data maintained by the Central Bureau of Statistics.

vulnerable groups, leading to better understanding and decision-making for Climate Change Adaptation (CCA).

- The project seeks to address climate change impacts through a holistic and integrated approach at the level of watershed as an ecological unit. It will work with municipalities and multiple stakeholders within the Marin watershed and enhance their capacity to collaborate, coordinate and mainstream climate change adaptation and resilience measures for a larger impact at the watershed level. It will develop the capacity of municipal and other key local agencies to conduct participatory assessments of climate risks and vulnerabilities and use the resultant information and knowledge for mainstreaming climate adaptation in local plans, coherent with the national framework for the Local Adaptation Plan of Action (LAPA).
- A multi-stakeholder platform will be established, providing the mechanism for dialogue and coordination between multiple stakeholders to facilitate a holistic and coordinated approach to climate change adaptation based on watershed as an ecological unit. This platform will ensure that women, poor and vulnerable groups are represented and have the equal opportunity to participate and contribute to decision-making for CCA.

2. Regulations and Requirements

Government of Nepal Policies and Regulations

Forest Policy 2019 has mentioned that forest should be managed based on sustainable, participatory and accountable manner. Likewise, Chure watershed should be conserved and managed based on upstream-downstream linkage of stakeholders and integrated conservation of land and water for maintaining healthy watershed to increase land productivity.

Forestry sector strategy 2016-2025 has mentioned that give the greater opportunity for the establishment of formal partnership between different organizations in the forestry sector by re-defining the roles, responsibilities and functions of Ministry of Forests and Soil Conservation (MFSC) (from center to district level) and by creating opportunities for NGOs, CBOs and the private sector to deliver forestry services of all kinds.

Climate change policy 2019 has included that capacity of stakeholders including local community to espouse adaptation and mitigation measures will be enhanced by creating awareness on impacts and risk of climate change.

WWF Standard on Stakeholder Engagement

The WWF GEF Agency requires all GEF projects comply with GEF and WWF Standards on Stakeholder Engagement, specifically the WWF [Standard on Stakeholder Engagement](#) and the associated [Procedures for Implementation of the Standard on Stakeholder Engagement](#). Stakeholder engagement is an overarching term that encompasses a range of activities and interactions with stakeholders throughout the project cycle and is an essential aspect of good project management.

The WWF Standard on Stakeholder Engagement requires the Executing Agency to engage stakeholders throughout the life of the project; communicate significant changes to project stakeholders and consult on potential risks and impacts; establish a grievance redress mechanism and register and respond to grievances throughout project execution, and; disseminate information in a way that is relevant,

transparent, objective, meaningful, easily accessible. The Standard on Stakeholder Engagement promotes an inclusive process to support the development of strong, constructive and responsive relationships that help to identify and manage risks, and which encourage positive outcomes for stakeholders and project activities.

*The project will comply with WWF and government restrictions to prevent the spread of the COVID-19 virus. During field visits and in-country travel, all attempts to practice social distancing will be made, as well as the use of personal protective equipment (PPE).

3. Project Stakeholders

WWF defines stakeholders as “persons or groups who are directly or indirectly affected by a project, as well as those who may have an interest in a project and/or the ability to influence its outcomes, either positively or negatively.” Project stakeholders include the following:

National Government Entities

The national Government entities will include the Ministry of Forests and Environment, Ministry of Agriculture and Livestock Development, Ministry of Federal Affairs and General Administration, Ministry of Home Affairs, President Chure-Terai Madhesh Conservation Development Board, Department of Forest and Soil Conservation, National Planning Commission, Ministry of Finance, UNDP and FAO Projects working in Chure Conservation in Nepal.

Provincial level stakeholders: Provincial National Planning Commission, Ministry of Industry, Tourism, Forests and Environment, Ministry of Land Management, Agriculture and Co-operatives, Regional Directorate of Forest, Regional Directorate of Agriculture and Livestock, GESI focal persons in the concerned organizations

District Level stakeholders: Marin Divisional Forest Office, Sindhuli Divisional Forest Office, Soil and Watershed Management Office, Sindhupalchok (responsible for watershed management at Sindhuli), District Veterinary Hospital and Livestock Expert Center, District Agriculture Knowledge Center, District Disaster Risk Reduction and Management Committee, District Coordination Committee, District Administration Office, District Water and Sanitation Office, District Irrigation Office, District Chapter of Indigenous People's Organization (NEFIN), NEWAH (Nepal Water for Health) organization, Marin-Sunkoshi Diversion Project, District Federation of Community Forest User Groups of Nepal (FECOFUN) Chapter

Local Level Stakeholders: Following, but not limited to, are the local level stakeholders:

Government Agencies: 4 Municipalities/14 Wards, Field Level Forest Offices, Livestock Service Center, Agriculture Service Centers, Field Office of President Chure-Terai Madhesh Conservation and Development Board

NGOs

Nepal Federation of Indigenous Nationalities (NEFIN), NGO Federation of Nepal, FECOFUN, Himalayan Grassroots Women's Natural Resource Management Association (HIMAWANTI), Disaster Preparedness Network (DP Net), Nepal Red Cross Society. They will participate at central level PCC meeting.

Community Based Organizations (cooperatives, etc.)

Community Forest User Groups, Leasehold Forest User Groups, Registered Private Forest Owners, other local CBOs (Drinking Water User Groups, Irrigation User Group, Local Disaster Risk Reduction and Management Committee, Groups for Early Warning System Management, local active clubs), Local NGOs, Farmers' Field School Groups, Saving and Credit Groups

Indigenous Peoples and Local Communities

Indigenous Peoples and their Organizations (Municipal/Ward level Chapters), mothers Group, Dalit and their Organization at Municipal/Ward Level will participate in planning and monitoring of the activities.

Private Sector

Agriculture, livestock and forest related private sector partners which are officially registered in the government agencies will support in delivery of goods and services to the project. Further consultation with private sector partners is expected during implementation.

4. Summary of any previous stakeholder engagement activities

The project development team consulted a number of stakeholders throughout the project development process, including government ministries, Indigenous Peoples, local communities, municipalities, and NGO's/CSO's. Full Consultation Reports are available in **Appendix 1**, below.

PIF Stage Consultations with Stakeholders on Project Design

Preliminary stakeholder consultations were taken up at the time of project identification. These included municipal officials in the project area, federal, provincial and district government officials, and local community members. Altogether 28 individuals were consulted during the project identification phase; 21% of them were women. These consultations provided a basic understanding of key climate change and environmental issues in the project area, root causes of these problems, existing barriers and opportunities, priorities of the government, issues concerning implementation and the role of different organizations in project implementation, ongoing climate-related initiatives and activities, and potential project activities, which helped formulate the project concept.

Project Document stage Consultations with Stakeholder on Project Design

At first, Municipal Level Consultations were conducted in Marin Rural Municipality and Hariharpur Rural Municipality. After consultations with municipal level stakeholders, the national consultant team conducted vulnerability assessments with ward and community level stakeholders for the identification of vulnerable sites within each ward. The national team conducted a consultation workshop at the Ward Level focusing on identifying vulnerable settlements/toles/village within wards. Participatory resource and climate impact maps were prepared in working groups for mapping vulnerable settlements/toles/villages and compiling information, followed by a presentation and validation of the group work. These community consultations helped identify local experiences and impacts in relation to climate change and determine the most vulnerable areas within these catchments. Vulnerable areas were determined based on climate impacts such as flooding, sedimentation, drying up of water resources, and impacts on local livelihood assets. Consultations led to a list of potential interventions

and solutions that stakeholders have recommended for project implementation. This list can be found in **Appendix 2**.

During the project design preparation, extensive stakeholder consultations were held to derive detailed understanding of the project situation and formulate the project execution strategy in detail. Major stakeholder consultation activities included:

- A Project Planning Committee (PPC) was formed to provide strategic guidance and support to the project preparation team, and to coordinate and facilitate the participation of the project stakeholders, in particular the provincial and local governments, in the project design process. The PPC met three times over the course of the project preparation. The PPC was chaired by the Joint Secretary, Planning, Monitoring and Coordination Division, MoFE. Other members included the GEF Operational Focal Person from the International Economic Cooperation Coordination Division, Ministry of Finance, Under Secretary of the Planning, Monitoring and Coordination Division, MoFE, Department of Forests and Soil Conservation, MoFE, Climate Change Management Division, MoFE, Gender and Climate Change Focal Person of MoFE, Provincial Forest Director of Bagmati Province, and WWF Nepal.
- A series of stakeholder consultation workshops as shown below:
 - **Project development inception workshop** on 1st October 2021, to familiarize the policy-level project stakeholders with the project, its key components and funding; introduce the plan and process for the project development and elicit initial feedback and suggestions for the project development from the participants. The workshop was chaired by the Joint Secretary, MoFE, and attended by 19 officials from relevant agencies including the provincial forest department, Non-Government Organization (NGOs) and international development agencies.
 - **Field-level project design workshops** were held with municipality officials and local communities from January 3rd to January 8th, 2022, to disseminate baseline assessment information and elicit feedback and clarifications. The objective of these consultations was to also closely consult community members to identify project sites, specific project activities in these identified sites, and assess capacity of municipalities in accordance with GEF capacity assessment indicators. At these workshops, the project activities were discussed with the government officials and local communities in the project area, to participatively appraise the feasibility of the activities and their suitability to local communities' needs for adaptation to climate change. Activities were modified, where necessary, in accordance with the suggestions from the local government officials and communities. Altogether, these workshops had 178 participants (104 from Kamalamai Municipality and 74 from Marin Rural Municipality). Of these 125 (70.2%) were men and 53 (29.8%) were women. In terms of ethnicity of the participants, 137 (77%) belonged to Indigenous group, 28 (15.7%) to Dalit caste, and 13 (7.3%) to Brahmin/ Chhetri castes.
 - **Project Implementation arrangement meetings** were held between 19-24 February 2022 with the Mayor/Chair of the three municipalities, Kamalamai, Marin and Hariharpur Gadhi and MoFE of Bagamati Province, Ministry of Economic Affairs and Planning of Bagamati and

Ministry of Land Management, Agriculture and Cooperatives of Bagmati Province with participation of the Honourable Minister and Secretary of Forests and Environment.

- Key informant interviews and focus group discussions were conducted from September 3rd to September 9th, 2021, for the GESI analysis. A total of 62 people were consulted during the GESI assessment in the project area. This included 52 women (83.8% of the total respondents), 47 Indigenous People (75.8%), and eight Dalits (12.9%).
- Individual consultations and focus group discussions were conducted between September and December 2021, with a total of 385 participants. These consultations had several objectives including; to assess climate risks and vulnerabilities in the project area, assess capacity of municipalities and other local agencies for CCA mainstreaming (project component 1), assess community livelihoods, natural resources management, and vulnerable community livelihood assets and infrastructure in the project area (component 2). The consultations included 274 men (71.2%) and 111 women (28.8%). In terms of ethnicity, 137 (77%) belonged to Indigenous groups, 28 (15.7%) to Dalit caste, and 13 (7.3%) to Brahmin/ Chhetri castes.
- Household surveys were carried out in the project area to secure first-hand socio-economic baseline information of the local population in relation to agriculture, livestock management, water use, energy use, climate change knowledge, and income. A total of 419 households in the project area were included in the survey: 66 each in Kamalamai Municipality and Ghyanglekh Rural Municipality; 155 in Marin Rural Municipality; and 132 in Hariharpur Gadhi Rural Municipality. Women comprised 42% of the total respondents and men comprised 58%. The majority (80.2%) of the respondents were between 30 to 59 years old. Other respondents were between 18 to 29 years old and older than 60 years of age. In terms of ethnicity, 72.6% of the households belonged to Indigenous groups, 19.3% to the Dalit caste, and the remaining 8.1% to Brahmin/ Chhetri and other castes.

5. Stakeholder Engagement Plan

The purpose of this Stakeholder Engagement Plan is to ensure appropriate and consistent involvement of project stakeholders in every stage of the project implementation, supporting effective communication and working relationships. The Project Management Unit (PMU) will ensure that the views and inputs of stakeholders are taken into consideration throughout project implementation. For detailed information on how the project will accommodate women's barriers to participation in stakeholder engagement, please refer to the Gender Action Plan in Appendix 11 of the project document. For detailed information about how the project will engage Indigenous Peoples and ensure their rights are respected during the project design and implementation, please refer to the ESMF, which contains an Indigenous Peoples Planning Framework.

To facilitate dialogue and coordination between the local stakeholders to address CCA in an integrated and cost-effective manner at the watershed level, the project will support the establishment of a multi-stakeholder platform and facilitate its operationalization. This will entail the development of the operational modality, structure and functions of the multi-stakeholder platform so that it operates in a transparent, coherent and inclusive manner. An event will be organized to launch and activate the platform and create awareness about it. Subsequently, the project will support the multi-stakeholder platform to organize workshops, meetings and media events to enhance stakeholder awareness and coordination. A key function of the multi-stakeholder platform would be to provide an inclusive forum that ensures the knowledge, views and aspirations of all key stakeholders, particularly Indigenous Peoples, marginalized communities and women, are recognized and inform the development of a coordinated and concerted approach to climate change adaptation in the Marin watershed. The role of the private sector will also be examined for inclusion in the platform.

The project seeks to strengthen the engagement of all related stakeholders towards unified and coherent understanding and delivery of integrated approach to climate change adaptation at the watershed level, with enhanced capacity for CCA mainstreaming, climate-resilient livelihoods, and NbS for climate disaster risk reduction. Given the localized nature of the project, the engagement of local stakeholders, in particular the municipal and ward authorities, divisional and sub-divisional forest offices, CFUGs and LFGs, and the local farmers, will be the main actors in project implementation. The MoFE of Bagmati Province will function as the national project executing agency to coordinate, guide, backstop and enable project implementation in the field.

The engagement of the various stakeholders in project implementation is outlined in the table below:

Stakeholder Name	Relevant Project Components	Role in Project Implementation/ Mode of Engagement
Federal Ministry of Forests and Environment	Policy level guidance as necessary and function as the coordinating ministry between WWF and MoFE Bagamati Province	Policy level and programmatic guidance and backstopping as necessary.
Provincial Ministry of Forests and Environment	All project components, and project management.	As the national project executing partner, MoFE will be responsible for overall project coordination and management. The PMU will be located within the Soil and Watershed Management Office, Ramechhap of the MoFE, and a senior MoFE official will be deputed as the Project Director. Keep GEF Operational Focal Point informed of project progress and performance. Coordinate with WWF GEF Agency in accordance with the agreed project operation procedures.
Municipalities/ Rural Municipalities and constituent wards	Project components 1 and 2	Recipient of capacity development for climate risk and vulnerability assessment (CRVA) and CCA mainstreaming. Direct implementation role in implementation of activities related to Outputs 1.1.2, 1.1.3, 2.1.1 and 2.2.2.
Divisional and Sub-Divisional Forest Offices	Project component 2	Guidance and backstopping for implementation of activities related to Output 2.2.1
FECOFUN: CFUGs and LFGs	Project component 2	Direct implementation role in implementation of activities related to Output 2.2.1
Local communities	Project component 2 and 3	Will be target project beneficiaries and will have a direct implementation and decision-making role in all household and community-level project

Stakeholder Name	Relevant Project Components	Role in Project Implementation/ Mode of Engagement
		interventions with support and guidance from project executing office, and local government and forest agencies.
Ministry of Finance	No direct role in project implementation but will have major advisory role and influence in project decisions.	Participate in Project Steering Committee meetings, keeping track of project implementation and performance and providing executive guidance where necessary. Be informed by the MoFE of project progress and performance.
Other Federal Ministries: Energy, Water Resources, and Irrigation; Agriculture and Livestock Development; Land Management, Cooperatives and Poverty Alleviation; and Water Supply.		Participate in Project Steering Committee and Technical Coordination Committee meetings, providing policy and executive guidance relevant to the affairs of their respective ministries.
Non-governmental Organizations		Participate in Technical Coordination Committee meetings, providing guidance on gender and community empowerment issues and matters related to climate change and environment depending on their organization's experience and expertise.
Other relevant provincial ministries and agencies		Participate in Project Steering Committee and Technical Coordination Committee meetings, providing provincial-level guidance and backstopping relevant to the project.
District Administration Office (Sindhuli District)	No direct role in project implementation but will have an advisory role	Regional level guidance and backstopping to community and leasehold forest management activities.

Stakeholder Name	Relevant Project Components	Role in Project Implementation/ Mode of Engagement
Private sector enterprises	Collaborative role in project component 2	Collaboration with local communities and cooperatives in commercialization of agriculture and livestock products resulting from project interventions. Agricultural and veterinary service provider and influencer in technology transfer.

The project will consult and include stakeholders throughout implementation, keeping in mind the key areas of expertise for each stakeholder. Key areas for contribution and specialties identified per stakeholder group are listed in the table below.

Stakeholders	Potential areas of contribution from stakeholder
Federal Level	
Ministry of Forest and Environment	climate change, forestry, watershed policy issue
National Planning Commission	
Ministry of Finance	
Ministry of Agriculture and Livestock Development	Agriculture, livestock policy issues related to climate change
Department of Forest and Soil Conservation	Forest & watershed programs
Ministry of Home Affairs (DRRM)	DRRM policies, strategies
President Chure-Terai Madhesh Board	Watershed management programs
Ministry of Federal Affairs and General Administration	Municipal Guidelines on DRRM and climate changes
NEFIN	IPs participation policy, strategy
FECOFUN	CF policy, strategy
HIMAWANTI	Participant & leadership of women in natural resource management
DP Net	DRRM support programs
Nepal Red Cross Society	DRRM support relief
WWF Nepal	GEF guideline, WWF Guidelines
Ministry of Industry, Tourism, Forests and Environment	Provincial level forestry and watershed management, climate change policies, strategies

Ministry of Land Management, Agriculture and Co-operatives,	Agriculture and livestock development related programs and CC issues
Provincial Planning Commission	Provincial Planning Project
Regional Directorate of Forest	Forest and watershed management monitoring
Regional Directorate of Agriculture and Livestock	Agriculture and livestock development monitoring
Marin Divisional Forest Office	Marin watershed level forestry program preparation & implementation
Sindhuli Divisional Forest Office	Marin watershed level forestry program preparation & implementation in Ward 1 & 2 of Kamalamai Municipality
Soil and Watershed Management Office	District level watershed management
District Veterinary Hospital and Livestock Expert Center	District level veterinary service
District Agriculture Knowledge Center	District level agriculture development
District Disaster Risk Reduction and Management Committee,	District level DRRM support
District Coordination Committee	District coordination between Palikas
District Water and Sanitation Office	District level drinking Water support
District Irrigation Office	District level irrigation support
District Chapter of Indigenous People's Organization (NEFIN)	Marin watershed level forestry program preparation & implementation
	Marin watershed level forestry program preparation & implementation in Ward 1 & 2 of Kamalamai Municipality
Government Agencies	
Municipality/Wards	Key issues related to climate change, prioritized program on CCA, DRR, agriculture, forest etc., level of CCA DRR mainstreaming, capacity gap for CCA etc.
Forest Field Offices	Forest program at local level
Livestock Service Centers	Livestock program at municipal level
Agriculture Service Centers	Agriculture program at municipal level
Local Disaster Risk Reduction Committee	Disaster risk reduction at municipal level
CBOs/NGOs	
Community Forest User Groups	Community forestry programs
Leasehold Forest Groups	Poverty programs in forestry
Registered Private Forest Owners	Private forest development
IPs Organizations at Municipal level	IPs programs in nature conservation
Mother's groups	Women rights & participation in dev programs
Dalit organizations or networks	Dalit empowerment programs

Drinking water user groups	Water source conservation
Irrigation user groups	Water use in agriculture production
DRRM Groups/Committee	DRRM program at local level
Private Sector	
Agriculture Related Private Sectors	Agriculture related goods and service delivery
Livestock related Private Sectors	Livestock related goods and service delivery
Forest related Private Sectors	Forestry related goods and service delivery
Stone quarry and crusher industries	Stone, sand supply and damage to local environment

6. Resources and Responsibilities

The Ministry of Forest and Environment is the executing agency of the project. Thus, MOFE will be responsible for carrying out the stakeholder engagement activities. The Ministry of Forest and Environment will set up a Project Management Unit (PMU) of officials of SWMR and staff. Chief of the Soil and Watershed Management Office, Ramechhap will serve as the Project Manager (PM). The PMU will be responsible for conducting stakeholder consultations and supervising Stakeholder Engagement. A Gender, Social Inclusion and Safeguards (GESI) specialist will also be a part of the PMU and will ensure all marginalized groups are included in consultations, decision-making that impacts their lives and livelihoods and workshops, that activities implemented are GESI friendly, and that materials are designed in an inclusive manner. The GESI and Safeguards Coordinator will monitor and report on the implementation of the Gender Action Plan, the Indigenous Peoples Plan, and the environmental and social safeguards in coordination with other field office staff.

To ensure coordination and cooperation among relevant agencies, carrying out activity monitoring, reviewing the project progress on a periodic basis, a Project coordination Committee (PCC), made up of chairpersons from the local governments and heads of the key sectoral agencies, will be formed. The PCC will also facilitate the implementation of project activities, provide technical backup and facilitate wider stakeholder engagement for the successful project execution.

The WWF GEF Project Agency is responsible for oversight. The lead Executing Agency is responsible for executing the Stakeholder Engagement Plan and overall compliance with the WWF Standard on Stakeholder Engagement.

7. Grievances Mechanism

The following is a brief overview- for full information about the Grievance Mechanism, please see the ESMF. The grievance redress mechanism is designed to enable the receipt of complaints of affected women and men and public concerns regarding the environmental and social performance of the project. In short, the aim of the mechanism is to provide people fearing, or suffering, adverse impacts with the opportunity to be heard and assisted with resolving their grievance. It is designed to address the concerns of the community(ies) with a particular project, identify the root causes of the conflicts, and find options for the resolution of grievances. Therefore, it is an essential tool to foster good cooperation with project stakeholders and ensure adequate delivery of previously agreed-upon results.

This mechanism is designed to:

- Address potential breaches of WWF's policies and procedures;
- Be independent, transparent, and effective;
- Be accessible to project-affected people;
- Keep complainants abreast of progress of cases brought forward; and
- Maintain records on all cases and issues brought forward for review.

The PMU will be responsible for informing project-affected parties about the grievance mechanisms. Contact information of the staff member responsible for the grievance mechanism in the PMU will be made publicly available.

Project-Level Grievance Mechanism At the field level, the PMU will provide technical and management support to the field level activities. This team will be responsible for establishing a grievance mechanism at field level. However, the PCC will be responsible for addressing grievances that may arise in relation to policy.

WWF GEF Agency Grievance Mechanism

Project-affected communities and other interested stakeholders may raise a grievance at any time to the WWF GEF Agency. Contact information of the WWF GEF Agency will be made publicly available. A grievance can be filed with the Project Complaints Officer (PCO), a WWF staff member fully independent from the WWF GEF Agency, who is responsible for the WWF Accountability and Grievance Mechanism and who can be reached at: Email: SafeguardsComplaint@wwfus.org.

Mailing address:

Project Complaints Officer Safeguards Complaints,
World Wildlife Fund
1250 24th Street NW
Washington, DC 20037

Complaints may be submitted in the Affected Party's native language and should include the following information:

- Complainant's name and contact information;
- If not filed directly by the complainant, proof that those representing the affected people have authority to do so;
- The specific project or program of concern;
- The harm that is or may be resulting from the project;
- The relevant Environmental and Social Safeguards policy or provision (if known);
- Any other relevant information or documents;
- Any actions taken so far to resolve the problem, including contacting WWF;
- Proposed solutions; and
- Whether confidentiality is requested (stating reasons).

The PCO will respond within 10 business days of receipt, and claims will be filed and included in project monitoring.

Stakeholders may also submit a complaint online or over the phone through an independent third-party platform at <https://secure.ethicspoint.com/domain/media/en/gui/59041/index.html>

8. Monitoring and Reporting

Progress against the Stakeholder Engagement Plan will be monitored and reported on throughout implementation.

The following comprises the monitoring and reporting activities to be undertaken with respect to stakeholder engagement **by the PMU**:

- The SEP will be periodically reviewed and updated as necessary at an annual Reflection Workshop. The review will ensure that the list of project stakeholders and methods of engagement remain appropriate.
- Activities related to stakeholder engagement will be documented and reported by the PMU every 6 months in a Project Progress Report (as part of regular reporting). The project Results Framework and Annual Work Plan and Budget will track beneficiaries of the project and activities related to the Stakeholder Engagement Plan.
- Stakeholder Engagement activities and progress will be monitored through the following indicators:
 - GEF Core Indicator 11: Number of direct beneficiaries disaggregated by gender as co-benefit of GEF investment
 - Indicator SEP 1: Number of government agencies, civil society organizations, private sector, indigenous peoples and other stakeholder groups that have been involved in the project implementation phase on an annual basis
 - Indicator SEP 2: Number persons (sex disaggregated) that have been involved in project implementation phase (on an annual basis)
 - Indicator SEP 3: Number of engagements (e.g. meeting, workshops, consultations) with stakeholders during the project implementation phase (on an annual basis)

Stakeholder Engagement will be evaluated by **independent consultants** recruited for the project midterm and terminal evaluation.

The **WWF GEF Agency** will undertake annual supervision missions to ensure compliance, and report on progress against the Stakeholder Engagement Plan annually to the GEF through Project

Appendix 1: Systematic Documentation of Stakeholder Consultations

Stakeholder Name	Mandate	Role in the Project	Engagement during Project Preparation
Ministry of Forest and Environment	Federal ministry with overall mandate and responsibility for matters related to forest administration and management, biodiversity conservation and wildlife protection, watershed management, climate change, and environment.	Focal agency for the project development and implementation as the main national executing partner.	Led Project Planning Committee and provided strategic guidance for project design through the PPC; coordinated with stakeholders at the central level to ensure their views are incorporated in the project design; steered national-level stakeholder consultation workshops for project design and validation; provided guidance on engagement with stakeholders at the sub-national and local levels.
Ministry of Finance	The Joint Secretary of the International Economic Cooperation Coordination Division under MoF is the GEF Operational Focal Point for Nepal.	Keep track of project development and implementation and ensure these are taking place as planned and approved.	Participated in the Project Planning Committee, keeping track of project development and providing executive guidance as and when necessary.
Other Federal Ministries: Energy, Water Resources, and Irrigation; Agriculture and Livestock Development; Land Management, Cooperatives and	These federal ministries charged with the overall mandate and responsibility for agriculture and livestock development, land management, water resources management, irrigation and water supply.	As members of the Project Steering Committee, senior representatives from these ministries will provide policy-level and executive guidance on project implementation.	Participated in the Project Planning Committee, providing guidance and views during various stages of the project design.

Stakeholder Name	Mandate	Role in the Project	Engagement during Project Preparation
Poverty Alleviation; and Water Supply.			
Provincial Government (Bagamati Province)	Within the Bagamati Provincial Government: (a) Provincial Ministry of Forests and Environment has the mandate for forest, environment, soil and watershed management climate change and disaster risk management; and (b) Provincial Ministry of Land Management, Agriculture and Cooperatives has the mandate for sustainable land use and management, agriculture and livestock development, and community organization.	Provincial-level guidance and support on issues related to forest, climate change, disaster risk management, environment, agriculture and land use.	Participated in the project development inception workshop, technical design workshop, and validation workshop. Consulted for information and suggestions on project development.
District Administration Office (Sindhuli District)	Mandated to provide development support and assistance to local development plans and programs within the district jurisdiction.	District-level support and backstopping for project implementation.	Consulted for information and suggestions on project development.
Local Governments: Municipalities/ Rural Municipalities and constituent wards (Ghyanghlekh, Hariharpur, Kamalamai and Marin)	Municipalities have responsibilities for local level development plans and projects, including environmental protection, climate change management, agriculture and animal husbandry, disaster management, protection of watersheds and water supply.	Target agencies for capacity development and implementation of project activities in the field, including delivery of extension services and guidance for climate-adaptive practices in agriculture, livestock management, water management, and climate disaster risk reduction.	Involved in stakeholder consultations for project baseline assessments, appraisal of potential project sites, and identification of potential project interventions. Also consulted for appraisal of project implementation arrangement in the field.

Stakeholder Name	Mandate	Role in the Project	Engagement during Project Preparation
Divisional and Sub-divisional Forest Offices	Division Forest Office and their Sub-divisional Forest Offices are the designated authorities to manage the forest and conservation of biodiversity at the local level (outside the protected areas).	Target agencies for capacity development, and delivery of extension services and guidance for activities related to community forest and leasehold forest management including development of operational plans.	Involved in stakeholder consultations for project baseline assessments, appraisal of CFUGs, and identification of potential project interventions.
Federation of Community Forest User Groups of Nepal (FECOFUN)	FECOFUN is a network of community forest users' groups in Nepal. The network is organized into federal, provincial, district and local levels. CFUGs and LFGs have the responsibility for management of forests designated/ leased to them to meet their livelihood needs and forest conservation objectives as per approved operational plans.	Target agencies for capacity development, and implementation of community forest and leasehold forest management activities under the project.	Involved in stakeholder consultations for project baseline assessments and GESI analysis related to the functioning of CFUGs and LFGs.
Other community-based groups	There are other relevant community-based groups, including women groups, livestock groups, agriculture groups, water users' groups, and local disaster risk reduction committees.	No direct role in the project but will influence project activities, including GESI mainstreaming.	Involved in stakeholder consultations for project baseline assessments and GESI analysis.
Local communities	Responsible for self-initiative and participation in decision-making and development opportunities provided by projects and programs.	Target project beneficiaries of climate-adaptive practices in agriculture, livestock management, and water management supported by the project.	Involved in stakeholder consultations for project baseline assessments and GESI analysis, and decision-making in potential project interventions that may affect their lives or livelihoods.

Stakeholder Name	Mandate	Role in the Project	Engagement during Project Preparation
Private sector entities	Private sector contributes to local livelihood and income enhancement by creating markets, and	Important role in supply chain of inputs and materials for climate-adaptive livelihood practices and NbS, and important partner in strengthening value chain for products emanating from climate-resilient livelihoods. Will also have a crucial role in the multi-stakeholder dialogue and action platform.	Involved in stakeholder consultations for project baseline assessments.
Non-governmental Organizations	NGOs play a vital part in Nepal in grassroots level environment and community development, and empowerment of women and marginalized communities.	No direct role in project implementation but will influence project decisions, including in addressing the needs of women, poor and vulnerable communities.	Himalayan Grassroots Women's Natural Resource Management Association (<i>HIMAWANTI</i>), Disaster Preparedness Network (DP Net), and Nepal Red Cross Society were involved in the Project Planning Committee, providing views and suggestions for the project design.
WWF	WWF is an international conservation organization involved in the conserving biological diversity, ensuring sustainable use of renewable natural resources; and promoting the reduction of pollution and wasteful consumption.	As the GEF Agency for the project, WWF has the responsibility for managing and quality assurance of project development and implementation.	Managed the project development process in close coordination with the PPC. Managed project development consultants and ensured their deliverables were in keeping with WWF/GEF project designs and requirements.

Stakeholder Name	Mandate	Role in the Project	Engagement during Project Preparation
			Participated in PPC meetings and national-level stakeholder consultation events.

Listed Stakeholder consultations during Project Development

Date	Type of Event	Venue	Objective of the consultation	Summary of Meeting outcomes	Total participants
5/17/2021	Consultation workshop with Palika official	Marin RM	To discuss on key issues for the project and potential prioritized area	Identified Ghagar and Phulbari as the most problematic micro-watershed carrying huge amount of siltation in Marin Khola and loss of properties	9
5/18/2021	Consultation workshop with Palika and Ward representative	Marin RM	Same as above	Same as above	12
5/18/2021	Consultation workshop with Palika and Ward Representatives	Haariharpur Gadhi RM	Same as above	Kyan khola as most problematic micro-watershed	14
5/19/2021	FGD with Majhi Community	Marin-04 Jutpani	Same as above	Shortage of drinking water, children cannot go to school during rainy season and Widening of Phulbari khola and loss of agricultural land	8
5/19/2021	Ward Level (1,2,6,7,) Discussion	Marin RM	Same as above	Identified and prioritized vulnerable sites and communities in Ward No. 1, 2, 6 & 7	26
5/20/2021	FGD with CFUG of Dalit Community	Marin-06 Dalit Basti	Same as above	Low participation of Dalits in CFUG	9
5/20/2021	FGD with Women Group of Dalit Community	Marin-06 Dalit Basti	Same as above	Drinking water problem in dry season as well as in rainy season due to wash away pipes	8

5/20/2021	FGD with Farmers and livestock rearing of Dalit Community	Marin-06 Dalit Basti	Same as above	Loan, technical support not readily available	11
5/20/2021	Ward Level (2,4,5) Consultation Workshop	Hariharpurgadi-04	Same as above	Identified and prioritized vulnerable sites and communities in Ward No. 2, 4 & 5	35
5/21/2021	FGD With Farmer and Livestock Groups	Hariharpur Gadhi-04	Same as above	Agriculture land is washed away by the Marin River	10
5/21/2021	FGD with Women Groups	Hariharpur Gadhi-04	Same as above	Shortage of drinking water during dry season and work burden to women to fetch water from river	8
5/21/2021	Group Discussion with Ward Level	Marin-04	Same as above	Identified and prioritized vulnerable sites and communities in Ward No. 4	16
5/22/2021	Group Discussion with Ward Level	Kamalamai-01	Same as above	Identified and prioritized vulnerable sites and communities in Ward No. 1	14
5/22/2021	FGD with FG, CFUG and women Group	Kamalamai-01 Kunda	Same as above	Identified issues in CF and low women participation in it	15
5/22/2021	Group Discussion with Ward Level	Marin-05	Same as above	Identified and prioritized vulnerable sites and communities in Ward No. 5	13
5/23/2021	FGD with FG and CFUG and Mother Group	Marin-06 Damidada	Same as above	Active participation of women in all women FUC	14
5/23/2021	FGD with Dalit and Janjati Community	Hariharpur Gadhi-02 Tudikhel	Same as above	Acute shortage of drinking water and work burden for women	15
5/23/2021	FGD with CFUGs	Hariharpur Gadhi-04	Same as above	Identified the issues in community forest	14
5/23/2021	FGD with Farmer Groups and Mother Groups	Hariharpur Gadhi-04	Same as above	Low productivity from the farmland due to erratic rainfall	12
5/24/2021	Consultation workshop with Ward Representatives	Kamalamai-02	Same as above	Identified and prioritized vulnerable sites and communities in Ward No. 2	6
6/15/2021	Project Inception Workshop at Lalitpur	Himalaya Hotel, Lalitpur	Familiarize the project with central level stakeholders	Shared the project status and get the feedback from the central level stakeholders to design project for the visible results in the field	19

7/11/2021	FGD with Forest Groups and Livestock Group	Ghanglekh-02	Same as above	Low productivity of local livestock breeds	12
7/12/2021	FGD with CFUGs	Ghanglekh-02	Same as above	Forest not source of income for poor people	9
7/13/2021	FGD with WUGs	Ghanglekh-01	Same as above	Acute shortage of drinking water in dry season	10
8/1/2021	FGD with CFUGs	Hariharpur-08 Kyan	Same as above	Forest management issues identified	9
8/2/2021	Group Discussion with Ward Level	Hariharpur-07 Kyan	Same as above	Identified and prioritized vulnerable sites and communities in Ward No.	9
8/17/2021	Group Discussion with Community	Marin-07 Maheshwata	Same as above	Badly affected by huge landslides but no intervention by the municipality or any government agencies	
8/19/2021	Group Discussion with Community	Kamalamai-01 Nepane	Same as above	Identify the key issues of Nepane area	22
8/20/2021	Group Discussion with Community	Marin-05 Piuri	Same as above	Identify the key issues of Piuri area as big landslides	14
8/21/2021	Group Discussion with Community	Kamalamai-01 Machhine	Same as above	Identify the key issues of Machhine area	7
8/22/2021	FGD with CFUG	Marin-04 Magani	Same as above	Identify the key issues of Magani khola area - river going down	8
8/23/2021	FGD with Janjati Women Group	Marin-05 Lamidamar	Same as above	Identify the key issues of Lamidamar area flooding from upstream area	9
9/19/2021	Group Discussion with Community	Kamalamai-01 Beltar	Identify the activities for the project	Identified the project activities by the local people of their own vicinity in Ghagar khola and its tributaries	63
9/20/2021	Group Discussion with Community	Marin-04 Phulbari	Same as above	Identified the project activities by the local people of their own vicinity in Phulbari khola and its tributaries	65
9/21/2021	Sharing Workshop	Marin RM	Sharing of the baseline information and GEF capacity development assessment of Marin RM	Assessed the GEF capacity development indicators of Marin RM with their participation	9

9/22/2021	Group Discussion with Community	Kalamalai-01 Beltar	Identify the location of proposed activity sites	Locate the activity site in the map	25
9/23/2021	Group Discussion with Community	Kalamalai-01 Subini	Same as above	Same as above for Subini sites	9
9/24/2021	Group Discussion with Community	Kalamalai-01 Lukwa	Same as above	Same as above for Lukwa sites	7

Appendix 2: Stakeholder Recommendations Received to Address Climate Risks

Climate Risks and Potential Risk Reduction Measures stakeholders would recommend, identified through participatory assessment with local stakeholders

	Risks	Possible Mitigation Measures
1	Flooding affecting mid and downstream	<ul style="list-style-type: none"> - Adopt integrated watershed management approach - Conserve the forest, agriculture and river ecosystems from upstream to downstream - Construct series of check-dams and bamboo plantations from upstream area of creeks (Jhora) - Construct series of conservation ponds to hold rainwater in stream area and along the reclaimed and recovered riverbeds - Involve and capacitate community forest user groups in the integrated watershed management and conservation ponds - Construct embankments and bamboo plantation along riverbanks to protect settlements and agriculture lands
2	Siltation and deposition of silts in agriculture lands	<ul style="list-style-type: none"> - Construction of check dams and bamboo plantation from upstream to downstream of creeks and tributaries - Construct embankments, spurs and bamboo plantation along riverbank to protect settlements and agriculture lands - Application of Sloping Agriculture Land Technology (SALT) in slope land and barren land to reduce siltation from upstream to downstream
3	Riverbank cutting and loss of agriculture lands	<ul style="list-style-type: none"> - Construction of embankments, spurs and bamboo plantations along the riverbank
4	Reduction in agriculture production	<ul style="list-style-type: none"> - Maintenance support for irrigation canals - Harvesting and use of sub-surface level water for irrigation - Technical support to control disease in agriculture crops - Protection of agriculture land from siltation and riverbank cutting i.e., embankments - Resistant variety of seeds for agriculture - promote the Slopping Agriculture Land Technology - SALT in farmer's field and barren forest area to conserve soil in agriculture land and barren forest lands
5	Forest degradation	<ul style="list-style-type: none"> - Update the forest management plans of expired FOP - Protect the forest from grazing and forest fire

		<ul style="list-style-type: none"> - Manage the forest maintaining the ground cover in the forest area (only tall trees cannot conserve the soil)
6	Low productivity of meat and milk production	<ul style="list-style-type: none"> - Cross-breeding or high-breed program of livestock - Support in fodder and forage development in forest and private lands - Focus on goat, fattening of young buffalo in rainy season, the project area is inaccessible due to lack of road access.
7	Water shortage in dry season	<ul style="list-style-type: none"> - Water source conservation such as fencing - Plantations in water source area - Construction of conservation ponds in water source area - Sub-surface level water harvesting
	Water-related Disasters	<ul style="list-style-type: none"> - DRRM plans, strategy and resource allocation - Implementation of DRRM plans and its close monitoring