LAO PEOPLE'S DEMOCRATIC REPUBLIC

Peace Independence Democracy Unity Prosperity

MINISTRY OF AGRICULTURE AND ENVIRONMENT

LAO - WATER INFRASTRUCTURE FOR SUSTAINABILITY, EFFICIENCY AND RESILIENCE (WISER)

STAKEHOLDER ENGAGEMENT PLAN

October 2026

Table of Contents

LIST OF TABLES V

LIST OF FIGURES V

ABBREVIATIONS VI

EXECUTIVE SUMMARY VII

1. INTRODUCTION 8

1.1 PROJECT RATIONALE 8
1.2 PROJECT DEVELOPMENT OBJECTIVE AND PROJECT COMPONENTS 8
1.3 PURPOSE OF THE SEP 9

2. BRIEF SUMMARY OF PREVIOUS STAKEHOLDER ENGAGEMENT ACTIVITIES 9

3. STAKEHOLDER IDENTIFICATION AND ANALYSIS 10

3.1 AFFECTED PARTIES 10
3.2 INTERESTED PARTIES 11
3.3 DISADVANTAGED GROUPS 12
3.4 ANALYSIS OF STAKEHOLDERS 13
3.5 SUMMARY OF PROJECT STAKEHOLDER NEEDS 19

4. STAKEHOLDER ENGAGEMENT PROGRAM 21

4.1 PURPOSE AND TIMING OF STAKEHOLDER ENGAGEMENT PROGRAM 21
4.2 PROPOSED STRATEGY FOR INFORMATION DISCLOSURE 21
4.3 PROPOSED CONSULTATION STRATEGY 23
4.4 PROPOSED STRATEGY TO INCORPORATE THE VIEW OF DISADVANTAGED GROUPS 26
4.5 TIMELINES 28
4.6 REVIEW OF COMMENTS 30

5. RESOURCES AND RESPONSIBILITIES FOR STAKEHOLDER ENGAGEMENT 32

5.1 RESOURCES 32
5.2 MANAGEMENT FUNCTIONS AND RESPONSIBILITIES 33

6. GRIEVANCE REDRESS MECHANISM 35

6.1 OBJECTIVES OF THE PROJECT GRM 35
6.2 NATIONAL LEGISLATION AND DESCRIPTION OF THE PROJECT GRMS. 39
6.3 PRINCIPLES OF THE PROJECT GRM 36
6.4 PROJECT'S REDRESS PROCEDURES 37
6.4.1 Redress Procedure for General Complaints *37*
6.4.2 Redress Procedure for Complaints Related to Labor and Working Conditions. *41*
6.4.3 Redress Procedure for Complaints Related to SEA/SH.. *42*

7. MONITORING AND REPORTING 39

7.1 INVOLVEMENT OF STAKEHOLDERS IN MONITORING ACTIVITIES 39
7.2 REPORTING BACK TO STAKEHOLDERS 39

8. COSTS AND BUDGET 40

8.1 COSTS 40

8.2 BUDGET 40

ANNEXES 43

ANNEX 1 – CONSOLIDATED SUMMARY OF THREE KEY ROUNDS OF E&S CONSULTATION 43

1ST CONSULTATION (MARCH 2025) – UNDERSTANDING FARMING SYSTEM AND KEY CONSTRAINTS IN FARM PRODUCTION 43

NAM HOUM AND NAM SUANG DAMS (MARCH 2025) 43

OVERALL KEY MESSAGES FROM CONSULTED STAKEHOLDERS (MOSTLY FARMERS, INCLUDING THE MONG ETHNIC GROUP) 43
1. CROPPING PATTERNS & LIVELIHOODS 43
2. IRRIGATION ACCESS & CONSTRAINTS 44
3. WATER CONFLICTS & GOVERNANCE 44
4. INFRASTRUCTURE & SYSTEM PERFORMANCE 44
5. UPSTREAM & ENVIRONMENTAL ISSUES 45
6. SOCIAL & GENDER DYNAMICS 45
7. ECONOMIC PRESSURES ON FARMERS 45
8. AGRICULTURAL PRACTICES 45
9. GOVERNMENT & INSTITUTIONAL INSIGHTS 46

NAM HIN DAM (MARCH 2025) 47

THE SYSTEM IS TRANSITIONING FROM A **TRADITIONAL IRRIGATION SCHEME TO A MULTI-USE, HIGH-DEMAND SYSTEM**, BUT **INSTITUTIONAL CAPACITY, INFRASTRUCTURE ADAPTATION, AND ENVIRONMENTAL MANAGEMENT HAVE NOT KEPT PACE**, LEADING TO INCREASING COMPETITION, RESOURCE DEGRADATION, AND LIVELIHOOD RISKS. 47
OVERALL KEY MESSAGES FROM CONSULTED STAKEHOLDERS (MOSTLY FARMERS, INCLUDING THE MONG ETHNIC GROUP) 47
1. IRRIGATION SYSTEM STATUS & CONSTRAINTS (GOVERNMENT PERSPECTIVE) 47
2. IRRIGATION ACCESS & WATER USE CONFLICTS 48
3. LIVELIHOODS & CROPPING SYSTEMS 48
4. FISHING LIVELIHOODS & RESERVOIR USE 48
5. ENVIRONMENTAL & UPSTREAM ISSUES 49
6. SOCIAL & LAND ISSUES 49
7. WATER USER GROUPS (WUGS) & GOVERNANCE 49
8. AGRICULTURE INTENSIFICATION & RISKS 49

2ND CONSULTATION (MAY 2025) – UNDERSTANDING STATUS OF DAM SAFETY AND FARMERS' PERCEPTION ABOUT DAM SAFETY RISKS 54

NAM HOUM DAM - FARMER FGDS (MIDSTREAM) 54

1. MAIN HAZARDS AND IMPACTS 54
2. DAM SAFETY MANAGEMENT (LOCAL LEVEL) 54
3. EMERGENCY PREPAREDNESS 55
4. GENDER FINDINGS 55
5. FARMER PERCEPTION OF RISK 55

NAM SUANG DAM - FARMER FGDS (MIDSTREAM AND UPSTREAM) 55

1. MAIN HAZARD HISTORY 56
2. DAM-RELATED INCIDENT: 2014 SPILLWAY EROSION 57
3. ENVIRONMENTAL AND HEALTH IMPACTS 57
4. CURRENT DAM SAFETY MANAGEMENT 57
5. EMERGENCY PREPAREDNESS IS VERY WEAK 58
6. FARMER PERCEPTION OF DAM SAFETY 59
7. CATCHMENT DEGRADATION AND LAND USE CONCERNS 59

8. GENDER FINDINGS 59
OVERALL CONCLUSION 60

NAM HIN DAM - FARMER FGDS **61**

1. KEY HAZARDS & HISTORICAL EVENTS 61
2. LIVELIHOODS & WATER USE 61
3. KEY SYSTEM CHALLENGES 62
4. WATER GOVERNANCE & SOCIAL DYNAMICS 63
5. RESETTLEMENT IMPACTS (THASALEUNG) 63
6. COMMUNITY PERCEPTION OF RISK 63
7. KEY RISKS IDENTIFIED 64
8. PRIORITY RECOMMENDATIONS 64

3RD CONSULTATION (DECEMBER 2025) – POTENTIAL ENVIRONMENTAL AND SOCIAL RISKS AND IMPACTS. 68

NAM HOUM DAM (YAO ETHNIC GROUP, NA NARD VILLAGE) **65**

1. LIVELIHOODS & WATER DEPENDENCE 65
2. KEY PROJECT IMPACT CONCERNS 65
   1. *Water Supply Disruption (Critical Risk)* *65*
   2. *Income & Livelihood Loss* *65*
   3. *Food Security & Household Welfare* *66*
   4. *Gender Dimensions* *66*
   5. *Coping Capacity* *66*
   6. *Environmental & Water Observations* *66*
   7. *Dam Safety & Communication* *66*
   8. *Construction Concerns* *67*
3. COMMUNITY RECOMMENDATIONS 67
   1. *Water Management (Top Priority)* *67*
   2. *Livelihood Support* *67*
   3. *Infrastructure* *67*
   4. *Cultural Aspects* *67*
   5. *Social Risks* *67*
   6. *Community Engagement* *68*

NAM SUANG (HMONG COMMUNITIES, PHONXAY / PHOXAI VILLAGES) **68**

1. *Livelihoods & Economic Structure* *68*
2. *Key Project Impact Concerns* *69*
1. *Irrigation Water Disruption (Primary Risk)* *69*
2. *Income & Livelihood Impacts* *69*
3. *Food Security Risks* *69*
3. *Gender Dimensions* *69*
4. *Coping Capacity* *69*
5. *Household Welfare Impacts* *69*
6. *Debt & Financial Risk* *70*
7. *Environmental Observations* *70*
8. *Dam Safety & Communication* *70*
9. *Construction Impacts* *70*
10. *Community Recommendations* *70*

NAM HIN DAM **71**

- *Livelihoods & Economic Dependence* *72*

- *Key Project Impact Concerns* 72

1. ***Livelihood & Income Loss*** 72
2. ***Food Security*** 72
3. ***Seasonal Sensitivity*** 72

- *Gender Dimensions* 72
- *Coping Capacity & Risks* 73
- *Food & Cultural Impacts* 73
- *Environmental Observations* 73
- *Dam Safety & Communication* 73
- *Construction-Related Concerns* 73
- *Community Recommendations* 74

CONSULTATION WITH GOVERNMENT 75

GOVERNMENT CONSULTATION – PDAE (NAM HIN DAM, OUDOMXAY) 75
SUMMARY 75

1. *Institutional Context & Capacity* 75
2. *Key Environmental Risks* 75
3. *Sensitive Areas & Ecosystems* 76
4. *Regulatory & Compliance Gaps* 76
5. *Disaster Risk & Early Warning* 76
6. *Climate & Hydrology Data Gaps* 77
7. *Critical Technical Risks* 77
8. *Analytical Gaps* 77
9. *Opportunities for the Project* 77

ANNEX 2 – GUIDANCE FOR ESTABLISHING PROJECT GRIEVANCE LOGBOOK 79
ANNEX 3 – FACILITATOR'S GUIDE FOR CONDUCTING MEANINGFUL CONSULTATION WITH ETHNIC GROUPS 80
ANNEX 4 – SAMPLE OUTLINE FOR CONSULTATION USING FOCUS GROUP DISCUSSION 83

List of Tables

Table 1 – Stakeholder Analysis Matrix 13
Table 2 – Summary of Needs and Methods for Stakeholder Engagement 19
Table 3 – Documents to Be Disclosed and Timeline for Disclosure. 22
Table 4 – Summary of Consultation Techniques for Key Groups of Project Stakeholders. 23
Table 5 – Indicative Timelines 28

List of Figures

Figure 1 – Organizational Structure of the Project 32

Abbreviations

CMU	Component Management Unit
DAEO	District Agriculture and Environment Office
DOF	Department of Forestry (MAE)
DOL	Department of Land (MAE)
DOI	Department of Irrigation
DWR	Department of Water Resources
EGEP	Ethnic Group Engagement Plan
ESCP	Environmental and Social Commitment Plan
ESF	Environmental and Social Framework
ESMP	Environmental and Social Management Plan
ESMPs	Environmental and Social Management Plans
ESSs	Environmental and Social Standards
GBV	Gender-Based Violence
GOL	Government of Lao PDR
IDA	International Development Association
IP	Indigenous Peoples
LFND	Lao Front for National Development
LSB	Lao Statistics Bureau
LWU	Lao Women's Union
MAE	Ministry of Agriculture and Environment
MICT	Ministry of Information, Culture and Tourism
MOF	Ministry of Finance
NGO	Nongovernmental Organization
PAEO	Provincial Agriculture and Environment Office
PIU	Project Implementation Unit
PMU	Project Management Unit
SA	Social Assessment
SEA/SH	Sexual Exploitation and Abuse/Sexual Harassment
SEO	Social and Environmental Officer
SEP	Stakeholder Engagement Plan
WB	World Bank

Executive Summary

The Lao PDR Water Infrastructure for Sustainability, Efficiency and Resilience Project aims to increase water security and strengthen the resilience of selected water infrastructure to climate-related risks. It will rehabilitate the Nam Houm, Nam Suang, and Nam Hin irrigation dams and associated conveyance systems; strengthen dam-safety regulation, operation, maintenance, monitoring, and emergency preparedness; improve basin-level planning and institutional coordination; support Project management; and enable an emergency response if required.

This Stakeholder Engagement Plan sets out how the Project will provide timely information, conduct meaningful and inclusive consultations, incorporate stakeholder feedback, and address grievances throughout implementation, in accordance with national requirements and the World Bank's Environmental and Social Standard 10. Stakeholders include farmers, water users, nearby and downstream communities, ethnic groups, vulnerable or disadvantaged households, government institutions, civil-society organizations, service providers, contractors, and other interested parties.

Three rounds of consultations in 2025 involved approximately 190 participants across the three Project areas, including Lao Loum and members of Hmong, Khmou, and Yao ethnic groups, as well as government representatives. Stakeholders emphasized unreliable irrigation services, aging infrastructure, dam-safety and emergency-preparedness gaps, water-allocation conflicts, livelihood and food-security risks during construction, environmental pressures, limited institutional capacity, and the need for clear, accessible, and culturally appropriate communication.

Engagement will combine public meetings, village-level consultations, focus-group discussions, key-informant interviews, household surveys, written and digital disclosure, and targeted outreach to women, ethnic groups, poor households, persons with disabilities, elderly people, informal settlers, and other groups at risk of exclusion. Information will be disclosed in accessible formats and languages, feedback will be documented and incorporated into Project decisions, and stakeholders will receive responses on how their views were addressed.

The Department of Irrigation will lead implementation through the Project Management Unit, with the Department of Water Resources responsible for Subcomponent 2.2 and provincial Project Implementation Units supporting local delivery. A confidential and accessible grievance redress mechanism will cover general complaints, labor and working conditions, and sexual exploitation and abuse or sexual harassment, with monitoring and reporting used to adapt engagement activities throughout implementation.

1. INTRODUCTION

1.1 Project Rationale

Lao PDR's economic development, livelihoods, and food security depend heavily on water resources, yet water availability varies considerably across seasons and locations. Agriculture remains the main livelihood for most households and is still largely dependent on rainfall, while access to reliable irrigation services remains limited and uneven. The Department of Irrigation plans to expand irrigated area from approximately 318,000 hectares in 2023 to 475,000 hectares by 2030. Achieving this objective will require not only expansion of irrigation coverage, but also rehabilitation and modernization of existing infrastructure, improved water productivity and allocation, and stronger arrangements for operation and maintenance.

Much of Lao PDR's irrigation infrastructure is aging and underperforming. Many schemes rely on gravity-based systems with unlined canals, deteriorated headworks, poorly maintained reservoirs, pumps and gates, and limited capacity for flow control and measurement. These constraints result in unreliable and inefficient water delivery, high water losses, weak cost recovery, and inadequate information for planning and allocation. Operation and maintenance budgets generally prioritize irrigation canals, leaving limited resources for irrigation dams. Sustainable future investment therefore requires dedicated financing and institutional arrangements for the operation and maintenance of irrigation dams and associated infrastructure.

Climate change compounds these structural weaknesses. More variable rainfall, higher temperatures and evapotranspiration, droughts, flash floods, sedimentation, and more intense wet-season flows increase irrigation demand while damaging infrastructure and reducing storage and conveyance capacity. Hydrological assessments undertaken under the Lao PDR Dam Safety Assessment and Management Advisory Services and Analytics found that extreme flood and drought risks are significantly underestimated for many irrigation dams. Project-supported infrastructure will therefore need to be designed and operated against a plausible range of future hydrological conditions and supported by updated assessments, monitoring systems, sediment management, emergency preparedness, and risk-informed operating rules.

The Project builds on the Mekong Integrated Water Resources Management Project and the Lao PDR Dam Safety Assessment and Management Advisory Services and Analytics. It will support rehabilitation and safety improvements for high-risk irrigation dams and their water conveyance systems, strengthen the legislative and institutional framework for sustainable water infrastructure management, and promote integrated water resources management through national coordination and basin-level planning.

1.2 Project Development Objective and Project Components

The Project Development Objective (PDO) aims to increase water security and enhance the resilience of selected water infrastructure to water-related climate risks. More specifically, the project aims to increase water security and enhance the resilience of selected water infrastructure to water-related climate risks in Lao PDR.

The Water Infrastructure for Sustainability, Efficiency and Resilience Project (WISER, P517530) is a US$65 million IDA-financed operation and the third phase of the Multiphase Programmatic Approach (MPA, P512842). The project will be implemented by the Department of Irrigation (DOI) within the Ministry of Agriculture and Environment (MAE). It will rehabilitate priority irrigation dams and their delivery systems, strengthen dam safety and water resources management institutions, and support project management and contingent emergency response. The Project has four components:

1) **Modernization and Improvement of Water Storage and Delivery Systems** (US$55 million), including dam safety and climate resilience, water distribution and delivery systems, and the Irrigation Water Management Center;
2) **Strengthening Institutions for Water Resources Management** (US$5 million);
3) **Project Management** (US$5 million); and
4) **Contingent Emergency Response Component** (US$0).

Further details on the project design can be found in the Project Paper.

The project's primary beneficiaries would be farmers and rural households who are served by the rehabilitated irrigation dams and associated conveyance systems. Target beneficiaries would benefit from more reliable, efficient, and climate-resilient water service delivery for agricultural production and, where relevant, domestic water supply. The project is expected to reduce disruptions in water service, lower exposure to dam safety risks, and support more stable agricultural livelihoods and food security in the targeted areas. Secondary beneficiaries would include downstream communities benefiting from reduced safety risks, Water User Groups and local authorities with improved infrastructure management capacity, and national and subnational institutions that would gain stronger systems for dam safety, water resources planning, and inter-agency coordination.

1.3 Purpose of the SEP

The SEP sets out implementation arrangements to ensure that Project stakeholders, particularly those who are vulnerable or disadvantaged, are engaged iteratively throughout Project implementation. Because Project activities may cause environmental and social risks and impacts, effective engagement will enable the Project to obtain timely and meaningful feedback, including from people who may be disproportionately affected.

During Project implementation, stakeholders, particularly adversely affected people, will be consulted on the Project's purpose, environmental and social risks and impacts, proposed mitigation measures, and grievance redress mechanism. Their feedback will inform the avoidance, minimization, and mitigation of environmental and social risks and impacts during activity design and implementation. The SEP has been prepared to meet the requirements of the World Bank's Environmental and Social Standard 10 on Stakeholder Engagement and Information Disclosure, as well as relevant national laws, regulations, and guidance on consultation.

2. BRIEF SUMMARY OF PREVIOUS STAKEHOLDER ENGAGEMENT ACTIVITIES

Consultation meetings were conducted with Project stakeholders at the three subproject sites—Nam Houm, Nam Suang, and Nam Hin—in March, May, and December 2025. Approximately 190

people representing potential beneficiary households participated. Participants included Lao Loum and members of Hmong, Khmou, and Yao ethnic groups who farm within the three Project areas.

Consultations were also held with government agencies, including representatives of Provincial and District Agriculture and Environment Offices, irrigation water-management units, village authorities, and local communities. The consultations followed an incremental approach: the March 2025 consultations explored farming systems and production constraints; the May 2025 consultations examined dam-safety conditions and perceptions of dam-safety risks; and the December 2025 consultations discussed potential environmental and social risks and impacts. The consultations also explored the specific needs and expectations of ethnic groups. Annex 1 provides consolidated summaries for each proposed Project site.

3. STAKEHOLDER IDENTIFICATION AND ANALYSIS

The Project is expected to involve diverse groups of stakeholders at national, provincial, district, and village levels. These include farmers, households, businesses, and water users within the command areas of Nam Houm, Nam Suang, and Nam Hin; downstream communities exposed to dam-safety risks; communities affected by emergency-preparedness, warning, water-allocation, and reservoir-operation arrangements; and people located near construction sites. Interested stakeholders include the Department of Irrigation as lead implementing agency; the Department of Water Resources as the implementing unit for Subcomponent 2.2; the National Water Management Committee; the Project Management Unit, Component Management Unit, and Project Implementation Units; provincial and district authorities; water user groups; dam owners and operators; mass organizations; ethnic-group representatives; civil-society organizations; academic institutions; service providers; contractors; private-sector entities; and the media. In line with the World Bank's ESS10, the Project distinguishes between affected parties and parties interested in or able to influence Project planning and implementation.

3.1 Affected Parties

For this Project, affected parties comprise: (i) positively affected parties, including intended beneficiaries; and (ii) adversely affected parties, including individuals, households, and businesses affected by land acquisition or temporary environmental and social impacts associated with construction, such as dust, noise, restricted access, traffic disruption, road-safety risks, and livelihood disturbance.

- **Positively affected parties:**

Parties affected positively by the Project include intended direct and indirect beneficiaries. Direct beneficiaries include farmers, households, businesses, and water users within the command areas of Nam Houm, Nam Suang, and Nam Hin; communities located near dams and downstream

areas who benefit from reduced dam-safety risks; and water user groups and local authorities benefiting from strengthened infrastructure-management capacity.

Direct beneficiaries:

- **Village level:** Direct beneficiaries include: (a) households, individuals, and businesses with farmland within the target command areas that will benefit from improved access to reliable irrigation services; and (b) communities located near dams or downstream that will benefit from reduced dam-safety risks.
- **Central, provincial, and district levels:** Direct institutional beneficiaries include the Ministry of Agriculture and Environment and its relevant departments and offices, the Department of Irrigation, the Department of Water Resources, Provincial Agriculture and Environment Offices, district offices, the Project Management Unit, the Component Management Unit, and Project Implementation Units.
  - These institutions will benefit from activities under Components 1, 2, 3, and, if activated, Component 4.

Indirect beneficiaries:

- Indirect beneficiaries include: (a) individuals, households, and enterprises with business relationships with farmers in the target command areas; and (b) visitors, tourists, and private-sector entities that use or provide services at the Project sites.

- **Adversely affected parties:**

People or parties adversely affected by the Project may include:

- Households, individuals, and businesses whose land, structures, crops, other assets, or income-generating activities may be permanently or temporarily affected by construction activities.
- Households, individuals, and businesses whose livelihoods, production, access, or operations may be temporarily affected by construction-related environmental and social impacts, including dust, noise, traffic disturbance, restricted access, road-safety risks, or interactions between workers and local communities.

3.2 Interested Parties

Interested parties are individuals, groups, and organizations that have an interest in Project activities or may influence Project design and implementation, but are not directly affected by Project activities. They may include government agencies, community and opinion leaders, civil-society organizations, academic institutions, private-sector entities, service providers, and media organizations operating at village, district, provincial, or central levels.

Village level

- Local residents who are not intended Project beneficiaries but are interested in Project activities or related services, including retail and other local service provision.
- Local village leaders
- Local opinion leaders
- Local ethnic spiritual leaders

District level

- Government officials from District Agriculture and Environment Offices, the Lao Women's Union, the Lao Youth Union, and other relevant district agencies.
- Nongovernmental organizations with teams operating at district or provincial level.
- Private-sector entities interested in providing goods or services to the Project, including construction materials and logistics support.

Provincial level

- Government officials from Provincial Agriculture and Environment Offices, the Lao Women's Union, the Lao Youth Union, and relevant provincial departments responsible for health, public works and transport, and education.
- Local commercial banks

Central level

- Ministry of Agriculture and Environment (MAE)
- Ministry of Health
- Lao Front for National Development (LFND) (ethnicity issues)
- Lao Women's Union (LWU)
- The National Commission for the Advancement of Women (NCAW)
- National University of Laos (NUOL)
- Tha Ngon Irrigation College.

3.3 Disadvantaged Groups

Project-affected parties may include individuals or groups who are disadvantaged or vulnerable. These include:

- Poor households;
- Female-headed households, particularly poor households and households from ethnic groups;
- Women from poor ethnic groups;
- Households headed by persons with disabilities;
- Elderly persons and persons with disabilities;
- Informal settlers who may lack formal land titles

Because the nature and degree of disadvantage vary, individuals and households from disadvantaged or vulnerable groups may be disproportionately affected by Project activities. The extent of these risks and impacts will also depend on whether effective measures are in place to

help them avoid, minimize, or cope with adverse effects and to enable them to share equitably in the Project's socioeconomic benefits.

Because of these inherent disadvantages, members of these groups may be excluded from consultation processes that primarily reach the mainstream population. Even when invited, they may be unable to provide meaningful feedback unless appropriate consultation methods and support are provided to enable their full and meaningful participation during Project design and implementation.

3.4 Analysis of Stakeholders

The stakeholder mapping table below summarizes affected and interested parties, their key functions or characteristics, their anticipated level of interest in Project activities, their potential influence on Project design and implementation, and the potential impact of the Project on them.

Table 1 – Stakeholder Analysis Matrix

Parties	Key stakeholders	Key functions related to project/ characteristics	Interest	Impact	Influence
			High/ Medium / Low		
Affected parties (Community level)	**COMMUNITY LEVELS**				
	Positively affected (Beneficiaries)				
	Component 1: Improve and Sustain Water Infrastructure				
	▪ Individuals and households benefiting from rehabilitated dams, improved dam safety and water access, and rehabilitated irrigation canals that improve the efficiency and reliability of water distribution.	▪ Participate in project's consultation/ meetings during subproject design and implementation ▪ Provide questions/comments/suggestions as stakeholder feedback ▪ Participate in household survey/ beneficiary satisfaction survey			
	Component 2: Build Institutional Capacity for Integrated Water Resources Management				
	▪ Communities and water users benefiting from stronger dam-safety regulation, emergency preparedness, water-allocation planning, and coordinated flood and drought risk management.				
	▪ National, provincial, and district institutions benefiting from strengthened capacity for irrigation-dam safety, integrated water-resources management, basin planning, data sharing, and inter-agency coordination.				
	Positively affected (Disadvantaged Beneficiaries)				
	▪ Individuals/ households who are marginalized because of one or a combination of various socioeconomic characteristics	▪ Participate in project's consultation/meeting during implementation ▪			
	Adversely affected households/ businesses				

Parties	Key stakeholders	Key functions related to project/ characteristics	Interest	Impact	Influence
			High/ Medium / Low		
	▪ Individuals/ households permanently affected (e.g., loss of permanent land/assets on land) due to rehabilitation/ dam rehabilitation, spillways, canals, monitoring systems	▪ Attend consultation, provide feedback on mitigation measures, compensation package, financial assistance, and support. ▪ Attend consultation, provide feedback re compensation			
	▪ Individuals/ households temporarily affected during construction (due to environmental impacts: air pollution, noise, restricted access)	▪ Participate in focus group discussions, key informant interviews. ▪ Participate in project's consultation and implementation			
	▪ Vulnerable/ disadvantaged individuals and households as a subgroup of adversely affected households: ethnic people, female-headed households, single-headed households, landless households, and so on) who are prone to risk of exclusion from project's target group	▪			
Interested Parties	**PUBLIC SECTOR**				
	Central-level authorities				
	▪ **Ministry of Finance** (MOF)	▪ Provide advice on financial mechanism for project implementation ▪ Preside the project negotiation and signing agreements with the WB			
	▪ **Ministry of Agriculture and Environment** (MAE)	▪ Principal agency responsible for enforcing regulations and actions related to land management, water resources, and environment; it has the duty to safeguard and enhance the environment			
	▪ **Project Management Unit** under **the Department of Irrigation**	▪ Coordinate and oversee Project implementation, including fiduciary management, environmental and social risk management, procurement, monitoring and evaluation, reporting, and coordination with the World Bank and relevant government agencies.			

Parties	Key stakeholders	Key functions related to project/ characteristics	Interest	Impact	Influence
			High/ Medium / Low		
		▪ Lead and oversee the project implementation process, including monitoring and evaluation of project outcome and project impacts ▪ Prepare regular progress reports and maintain regular correspondence with the government and donors at the central level ▪ Develop and coordinate capacity-building activities for staff involved in Project implementation at central, provincial, district, and village levels.			
	▪ Lao Women's Union	▪ Provide strategic advice to the project in terms of how to engage the participation of female beneficiary			
	▪ Lao Youth's Union	▪ Provide strategic advice to the project in terms of how to engage the participation of youth beneficiary in project implementation, particularly under the first three project components.			
	▪ Bank of Lao PDR	▪ Support the project implementation through transfer of project fund and assist in financial settlement/transactions			
	Provincial and District authorities				
	▪ Provincial Agriculture and Environment Offices and relevant irrigation units ▪ Project Implementation Unit (PIU)	▪ Communicate with and facilitate district teams in project implementation at provincial and district levels ▪ Report to provincial vice-governor and keep MAE and relevant agencies informed of status of project implementation ▪ Attend some district meetings to discuss and provide strategic advice to resolve operational issues that arise			
	▪ District Agriculture and Environment Offices, also as beneficiary stakeholders under Components 1, 2, and 3	▪ Communicate with and facilitate district teams in project implementation at district level ▪ Report to provincial vice-governor and keep Provincial Agriculture and Environment Office and relevant agencies informed of and updated on the status of project implementation			

Parties	Key stakeholders	Key functions related to project/ characteristics	Interest	Impact	Influence
			High/ Medium / Low		
		▪ Attend some district meetings to discuss and provide strategic advice to resolve operational issues that arise			
	▪ Lao Women's Union	▪ Provide implementation support and oversee the involvement and participation of District Lao Youth's Union in promoting the participation of female project beneficiary members			
	▪ Lao Youth's Union	▪ Provide direct support in engagement and promote participation of female project beneficiary members in project implementation – in a manner that promote the voice and decision making of female members in subproject design and implementation, including participatory monitoring and evaluation			
	Village level				
	▪ Village Development Committee	▪ Responsible for supporting survey, design, implementation/ supervision, and operations and maintenance of the sub-project			
	▪ Village Mediation Committee	▪ Serve as an independent committee at village level to ensure downward accountability towards infrastructure sub-project preparation, implementation, operation, and maintenance. ▪ Oversee process of project implementation to ensure that agreed project implementation principles are followed, and that those who hold positions representing others are accountable for their decisions and actions, and benefits go to targeted people.			
	NON—GOVERNMENTAL ORGANIZATIONS/ PRIVATE SECTOR				
	▪ Non-governmental organizations	▪ Provide comments/advice to the PMU on community engagement/ participation/development support for vulnerable groups			
	▪ Private sector (companies, corporations)	▪ Provide project-related information to the public			

Parties	Key stakeholders	Key functions related to project/ characteristics	Interest	Impact	Influence
			High/ Medium / Low		
	▪ Academia (university, institutes, etc.)	▪ Do research, advise on technical issues related to environment, social, technical designs, surveys, monitoring's			
	▪ Media	▪ Disseminate project related information to the general public			
	▪ GBV service providers	▪ Advise the project on specific GBV situation, GBV related services (counselling, shelters, first-aid…) available at provincial level on GBV issues ▪ Provide GBV support in emergencies for GBV survivors			

3.5 Summary of Project Stakeholder Needs

A summary of stakeholder needs and appropriate engagement methods is provided in Table 2.

Table 2 – Summary of Needs and Methods for Stakeholder Engagement

Key Groups of Stakeholders	Key characteristics	Language needs	Preferred means of notification	Specific Needs (accessibility, audio-visual aid, meeting time, venue)
AFFECTED GROUPS				
▪ ***BENEFICIARY GROUPS WHO ARE VULNERABLE/ DISADVANTATED***				
People living or running businesses near dam sites and in the project construction site Other beneficiary households who benefit from site-specific infrastructure (e.g. irrigation infrastructure under the project)	▪ Limited asset (land, animals, house type) ▪ Limited home labor (e.g. seasonal migrant workers…) ▪ Limited job opportunity ▪ Have members with disability/ chronic disease ▪ Female-headed households, and ▪ Single mothers with dependent who may be busy with home chore (e.g. childcare, cooking, income generation activities for daily subsistence ▪ Young parents with children	▪ Lao for Lao group ▪ Local indigenous language for peoples of ethnic groups	▪ Home visit ▪ Informed through local network (e.g. through village chief) ▪ Loud speakers ▪ Leaflets	▪ Public meetings organized at places conveniently accessible (e.g. village-level meeting hall..). ▪ Meeting time convenient for consulted participants, particularly mothers. Avoid peak season (e.g. crop establishment, harvest time).
▪ ***INDIVIDUALS ARE ADVERSELY AFFECTED BY PROJECT***				
People whose assets (e.g. land, crops, houses, structures…) that are affected by project construction.	▪ This group is diversified in terms of means of livelihoods (e.g. farming, non-farm business, hired labor; wage workers, etc.	▪ Lao for Lao group ▪ Local indigenous language for	▪ Home visit ▪ Informed through local network (e.g.	▪ Meeting at their home; village meeting hall, or other local places conveniently accessible

Key Groups of Stakeholders	Key characteristics	Language needs	Preferred means of notification	Specific Needs (accessibility, audio-visual aid, meeting time, venue)
Peoples and groups who are affected by environmentally (e.g. air, noise pollution), restricted access during construction stage		peoples of ethnic groups	through village chief) ▪ Loud speakers ▪ Leaflets	▪ Consultation to be conducted at convenient time (e.g. evening) for those who are busy during daytime, or work far away from home
▪ ***COMMUNITY AT LARGE***				
Communities located near civil works	▪ Living near the construction site ▪ There is need for occasional job such as unskilled workers under project's civil works ▪ Possibly affected by environmental pollution during construction ▪ Prone to risks related to labor influx (e.g., public health, SEA/SH…)	▪ Lao for Lao group ▪ Local indigenous language for peoples of ethnic groups	▪ Home visit ▪ Informed through local network (e.g. through village chief) ▪ Loud speakers ▪ Leaflets	▪ Public meetings organized at places conveniently accessible (e.g. village-level meeting hall..). ▪ Consultation to be conducted at convenient time (e.g. evening) for those who are busy during daytime, or work far away from home
INTERESTED GROUPS				
• **Government at central levels**	▪ Have well established communication and correspondence system in place	▪ Lao language	▪ Postal mail, emails, telephone	▪ Provision of relevant technical information, documents on proposed project investments/ plans/ proposals
• **Government at provincial level** • **Services providers** • **SEA/SH service providers** • **NGOs**	▪ Have well established communication and correspondence system in place	▪ Lao language	▪ Postal mail, emails, telephone	▪ Project leaflet ▪ Consultation meetings during project implementation ▪ Consultation meeting/project progress update during project implementation

4. STAKEHOLDER ENGAGEMENT PROGRAM

4.1 Purpose and Timing of Stakeholder Engagement Program

The Stakeholder Engagement Program aims to ensure that project stakeholders are engaged and participate fully in meaningful consultations during project design and implementation. With regards to affected parties, consultation will focus on those who are a) potentially affected adversely - as a result of the project, and b) vulnerable/ disadvantaged groups. Consultations with vulnerable/disadvanted groups aims to solicit their feedback on project's environmental and social risks and impacts (that affect them), proposed mitigation measures, as well as potential development opportunities that the project could bring about for them. In terms of timing, the project will consult both affected and interested stakeholders at different stages of project cycle (design and implementation). Particularl focus would be during stage when feasibility studies, surveys, planning activities are carried out to ensure stakeholder affected by project can raise their voices, concerns, and make suggestion for project design, and project implementation methods that could avoid, or at least, minimize anticipated adverse environmental and social impacts and risks to them.

4.2 Proposed Strategy for Information Disclosure

Disclosure of information refers to making information accessible and in a manner that is appropriate and understandable to interested and affected stakeholders.

Project information will be disclosed in both Lao and English language. In case where affected stakeholder are from ethnic groups and they need translation, information discloused to them will take the form of meetings where local intepreter will translate from Lao into local language of the affected ethnic groups.

The guiding principles when disclosing information are for it to be:

- Transparent
- Accessible
- Presented in a straightforward manner
- Disclosed as early as feasible
- Used to support consultation activities, and
- Provided with meaningful and useful information.

Table 3 – Document to be disclosed and timeline for disclosure

Project Stage	List of Documents	Method of Disclosure	Timetable/ Location	Target Stakeholders	Responsibilities
Prior to World Bank Appraisal	▪ Full text of ESMPs, EGEPs, SEP, LMP, ESCP (English) ▪ Executive Summaries of ESMPs, EGEPs, SEP, LMP, ESCP (in Lao) ▪ Full text of site-specific ESMPs, EGEPs for Nam Houm-Nam Suang, and Nam Hin subprojects (English) ▪ Executive summary of site-specific ESMPs, EGEPs for for Nam Houm-Nam Suang, and Nam Hin Nam Houm-Nam Suang, and Nam Hin subproject (Lao)	▪ Disclosed on MAE's Website. ▪ Hard copy and electronic of the draft documents distributed ▪ For EGs, in addition to Executive Summary in Lao language, information sessions will be hold to explain key content of these E&S documents in the spoken mother language of the EGs	▪ End of June 2026	▪ Government Staff responsible and interested stakeholders ▪ Potentially affected and interested stakeholders at subproject sites	MAE Consultants
Project Implementation	▪ Full text of site-specific ESMPs, EGEPs for new subproject (to be confirmed during project implementation (English) ▪ Executive summary of site-specific ESMP, EGEP for new subproject	▪ Disclosed on website of MAE and at village halls ▪ Hard copy and electronic of the draft documents distributed ▪ For EGs, in addition to Executive Summary in Lao language, information sessions will be hold to explain key content of these E&S documents in the spoken language of the EGs	▪ Website of MAE ▪ In villages affected people (both beneficiaries and adversely affected people live	▪ Project affected people live. For people from Ethnic Groups, documents will briefly explained verbally in spoken language of the EG peoples	MAE

4.3 Proposed Consultation Strategy

To foster a two-way consultation process where consulted people participate fully and provide meaningful feedback, consultation process (for any proposed project activities) needs to start early during activity planning. This is to gather initial views from affected and interested stakeholders, encourages reiterative, constructive feedback, and overall support of project stakeholder for proposed project activities.

It is important that the consultation conducted in a manner that is free of external manipulation, interference, coercion, discrimination, and intimidation. Table below proposes key consultant techquies and tips that are widely used and suitable for project affected people, particulary stakeholders from vulnerable/ disadvantaged groups.

Table 4 – Summary of consultation techniques for key groups of project stakeholders

#	Groups	Characteristics	Impacts	Key consultation techniques	Supporting methods	Information collection tools
FOR AFFECTED STAKEHOLDERS						
1	**Ethnic Groups**	▪ Do not speak/ understand, or not convenient to speak in Lao language ▪ Not familiar with recent development concepts, implementation ▪ Low motivation to uptake/adopt new knowledge	Adverse impacts	Techniques below could be used solely, or combined - as necessary, to validate findings: ▪ **Public meetings** (initial consultation on project's potential impact) ▪ **Focus Group Discussion** (as a supplementary technique for those having the same type of impact). ▪ **Household survey** (when impacts are known, for those affected negatively such as loss of land, crops, income generation…) ▪ **Key informant interview** (for a) individual households with special consideration, b) representatives of relevant local authorities, c) leader(s) of affected ethnic groups	▪ **Provide information** (relevant to consultation purpose) to people to be consulted **ahead of the planned consultation** meetings. **Check if intepretor** is necessary to attend the meeting to ensure full understanding of consulted people ▪ At meetings, **use audio-visual aids** (whenever available) to facilitate effective comprehension. ▪ Ensure local intepreter is available for smooth communication and understanding on the part of affected people ▪ **Discuss topic by topics** and **allow sufficient time** for each topics for discussion before feedback is encouraged ▪ If affected people are expected to make decision on certain issues, **ensure they fully undestand** the issues in questions **before decision making**. ▪ **Emphasize that project will conduct follow-up consultation meetings** if consulted people need more time to think through the issues **before they make decision.** ▪ **A leaftlet should be prepared** and distributed to participants to present briefly topics being consulted	For household survey, FGD, key informant interview, **questionnaire need to tailored to topics** of consulation
			Positive impacts	Techniques below can be used solely, or combined - as necessary, to validate findings:		

#	Groups	Characteristics	Impacts	Key consultation techniques	Supporting methods	Information collection tools
				▪ **Public meetings** (initial consultation on project's overall positive impact) ▪ **Focus Group Discussion** (as a supplementary technique for those receiving the same type of project impact).		
2	**Women**	▪ Shy to speak in public meetings ▪ Limited mobility ▪ Limited knowledge of development concepts ▪ Not encouraged to interact with public meetings ▪ Opinion may not be overlooked in community meetings	Both positive and adverse impacts	Techniques below could be used solely, or combined - as necessary, to validate findings: ▪ **Focus Group Discussion** (to discuss topics that are gender sensitiveas) ▪ **Key informant interview** (for a) individual households	▪ Having **small and short meetings** where women will be comfortable raising questions or making suggestion. ▪ **Meeting place** should be **close to their home**. ▪ **Meeting times** should **not affect domestic responsibilities** of participants ▪ Meetings must be **facilitated by female facilitators**. ▪ Pay attention to **rapport building** prior to starting topic discussion ▪ **A leaftlet should be prepared** and distributed to participants to present briefly topics being consulted ▪ Household visit/interview and consultation at schools (if necessary)	For FGD and key informant interview, **questionnaire need to tailored to topics** of consulation
3	**Elderly**	▪ Limited mobility ▪ Hard of hearing/ seeing ▪ Could be less open to new development concept, and/or to women participaiton in public meetings/ events ▪ Conservative	Both positive and adverse impacts	Techniques below could be used solely, or combined - as necessary, to validate findings: ▪ **Focus Group Discussion** (to discuss topics that are gender sensitiveas) ▪ **Key informant interview** (for a) individual households	▪ Having **small and short meetings** where women will be comfortable raising questions or making suggestion. ▪ **Meeting place** should be **close to their home**. ▪ Pay attention to **rapport building** prior to starting topic discussion (e.g. explain carefully and show respect). ▪ Give **sufficient time for discussions.** ▪ **Repeat** speaking as necessary	For FGD and key informant interview, **questionnaire need to be tailored to topics** of consulation
FOR INTERESTED STAKEHOLDERS						
1	**Government agencies**	▪ Better understanding of project develoment approach ▪ More responsive ▪ Fluent in Lao language	Positive impact (e.g. through capacity building activities	Techniques below could be used solely, or combined - as necessary, to validate findings: ▪ **Public meetings** (initial consultation on project's potential impact)	The following techniques could be used: ▪ **Face-to-face** meetings ▪ **Online meetings** for group meeting ▪ **Online meetings** for in-depth individual interview ▪ **Telephone meeting** for in-depth individual interview	**Questionnaire needs to be tailored to topics** of consulation
2	**NGOs**					
3	**Private sector**					
4	**Academia**					

#	Groups	Characteristics	Impacts	Key consultation techniques	Supporting methods	Information collection tools
			under the project	▪ **Focus Group Discussion** (as a supplementary technique for those having the same type of impact). ▪ **Key informant interview** (for in-depth information collection – for particular topics)	Official letters need to be sent at least two weeks in advance to allow participants to arrange and are well prepared before attending the meeting	

4.4 Proposed Strategy to Incorporate the View of Disadvantaged Groups

Feedback of vulnerable/disadvantaged individuals and groups are key to designing mitigation measures that minimize project negative impacts on them when these impacts are not avoidable. This section describes how the views and concerns of vulnerable or disadvantaged groups will be sought during the project design and implementation, and measures to be taken to address potential barriers to the full participation of vulnerable individuals/households in project consultation. It also describes separate mechanisms for consultation, grievances redress, and measures that allow vulnerable group to minimize potential adverse impact and receive project benefits. As mentioned in Section 3.3, the vulnerable group identified under the project may include Lao, ethnic individual/households, female-headed households, family with people with disabilities, and households in especially difficult circumstances, such as those who experience difficult life due to economic shocks or due to natural disasters.

Individuals and households from vulnerable/disadvantaged groups are generally poor to extremely poor. Some may lead precarious life (e.g. disadvantaged group), and may not connected to the local mainstream population. Given the generally loose connection with the local mainstream group, the vulnerable may have limited access to day-to-day support to earn a living – particularly from outside their family and kin. Contact them to notify of project's consultation events may face certain difficulties because they may not be at home most of the time, and have phone access. Poor individuals may work in far away their home – as hired labor, with unstable working times. Liaison with them for handing consultation invitation may require patience. There are cases where no family members are at home to receive the invitation, and to be clarified on the consultation purpose. This also reduces the likelihood of them attending the consultation. Some families may have dependents, such as the elderly, or young children. As caregivers, these members would not join consultations unless their daily routine can be arranged, or consultation time is adjusted to avoid conflict with their daily work. In most cases, financial assistance needs to be provided (to cover the opportunity cost) to encourage them to take a day off for consultation.

Special effort to reach out to the vulnerable group during consultation process is important to ensure their full participation in – either they are adversely affected, or are project beneficiaries. Tailoring engagement interventions – through methods, time schedule, format, including financial assistance, etc., to accommodate the characteristics of target vulnerable group, is essential to ensuring their full participation. In addition, due consideration needs to be given to issues related to gender, language, local culture, traits of their day-to-day living activities, etc. to promote their participation and actively engage to raise up their concerns, questions, or asking for clarification as well as support that they may need. Without this due attention, their full participation to project consultation cannot be ensured, which may affect the way they are affected by the project, and/or receive intended project benefits. To ensure view of vulnerable groups are incorporated into project design, it is important the entire process of consultation be well planned and carried out. This process includes a) notification, b) consultation organization, and c) incorporation of feedback into project design and implementation.

- ***NOTIFICATION***

Identified individuals and households (both negatively affected group and potential beneficiaries) should be visited at their home to deliver invitation to attend consultation sessions. Home visits help consultation organizing unit understand the living conditions of the affected vulnerable, assess the likelihood of their participation, and explore how the invitation letter can be arranged to reach planned target households. In cases household members are not at home at the time of home visit, effort should be made to visit them again at another time, or visit in the evening. Leaving a sealed invitation letter to their neighbor who is willing to pass onto them in case various attempts to contact them fail could be an option.

When inviting/notifying people of a scheduled consultation meeting, it is important to include consultation purpose, time duration, meeting venue, etc. A leaflet should be attached to the invitation summarizing information that people can read beforehand to come to the consultation prepared. Detailed information will be disclosed, clarified, and explained to invited participants for comments and feedback at the meeting (face-to-face or online). Where possible, link to these materials should be provided (e.g. PMU's webpage, project's dedicated Facebook, public billboard of village hall). For vulnerable groups, a small amount of financial assistance should be provided to them to compensate for the time they spend for the consultation for their potential loss of income on that day to participating in the consultation. Where possible, such assistance should be provided in the letter or public announcement to encourage people to attend the consultation.

- ***ORGANIZATION OF CONSULTATION***

For general feedback, public hearings or community meetings can be used. However, for specific issues that are specific to certain groups, particularly vulnerable groups, focus group discussion should be used. When focus group discussion is planned, depending on the topics, individuals with homogenous characteristics should be invited to one group. For example, ethnic people should be invited to one group. This should not be mixed with Lao participants because of language issue at least. For people who are affected by type of impact (loss of land for instance), these households should be invited to one group discussion. Similarly, women who are expected to share the gender-sensitive information, such as labor division within their family, issues such as GBV, etc., should be invited to group with women only. Female facilitators should be arranged in these cases.

When consultation is done face-to-face, vulnerable people will be guided by local collaborators to read/ comprehend the consultation contents that was delivered to them prior to consultation, or through village radio, public loudspeakers. A simple form (included in the letter of consultation invitation) can be used by households preferring writing back. These households can drop their written feedback, including their phone number (if any), at the one-stop shop at the office of village hall who will gather and send back to Project Implementation Team for review, process, and report back to consulted people at a later stage.

- ***INCORPORATION OF FEEDBACKS***

Incorporating vulnerable groups' feedback into project design and implementation is important in many ways. Approach, environmental and social mitigation measures, including

compensation package, including other financial and non-financial assistance for full livelihood restoration is of vital importance. Without incorporating vulnerable group's feedback into respective project design and implementation measures and process, the consultation with vulnerable groups does not make sense.

Grievance Redress Procedures will be disclosed to identified vulnerable groups that are consulted. This aims to make sure that vulnerable group know how to raise their concerns and/or feedback on any project activity that they think affect them. Since vulnerable groups have been identified during project preparation and have been consulted on a representative basis, they will be consulted again during project implementation at district level where vulnerable groups are identified.

All feedback of consulted vulnerable groups will be recorded, consolidated by project staff who do the consultation, and will be shared with Project Implementation Team at Central, Provincial and District level regularly (monthly as a minimum) for their information and for consideration into project design and implementation.

4.5 Timelines

A summary of timelines for key activities is provided in Table below .

Table 5 – Indicative Timelines

Activity	Project Phase	Timeline	Responsibility	Location
Field visits, initial consultations, local-level meetings to introduce project, information gathering for draft E&F documents	Project Design, Prior to World Bank Appraisal	March, May and December 2025	MAE, consultants.	Project provinces
Disclosure of the ESF Documents, including translated Lao version of the Executive Summary of ESMPS.	Prior to World Bank Appraisal	November 2026	MAE, consultants	Website of the MAE
Central and local consultations on Draft ESF Documents.	Prior to World Bank Appraisal	TBD	MAE, consultants	Locally and/or virtually
National consultations on Draft ESF documents	Prior to World Bank Appraisal	TBD	MAE, consultants	Vientiane
Specific extent of E&S impacts, based on location of sub-projects to be financed	Preliminary ESIA	TBD	MAE, Consultants	Project provinces
Preparation of ESMPs	Implementation Detailed Design	TBD	E&S Consultant, Contractor	Project provinces

Activity	Project Phase	Timeline	Responsibility	Location
			(for design), MAE Central and, Provincial	
Detailed measurement of land acquisition impacts. Preparation of Resettlement Plans and consultations with affected people, etc.	Implementation: Detailed Design	TBD	E&S Consultant, Contractor (for design), MAE, Provincial, District and Village Resettlement Committee (PRCs), PIUs	Project Provinces
If applicable, preparation of Ethnic Group Engagement Plan(s)	If EGs are found, in line with WB ESS7.	TBD	E&S Consultant, PIUs with support from PTI and PMU (additional Ethnic Group consultant may also be needed)	Project Provinces
Implementation of RP ahead of civil works (i.e., delivery of entitlements), hiring of local workers, trainings on gender, trainings for contractors and staff, road safety, etc.	Implementation: Civil Works	TBD	PRCs (for land acquisition), PTI, PMU,PIUs, Contractor, MAE.	Project Provinces
Disclosure of ESMPs, RP and any other relevant plans	Implementation: Detailed Design	TBD	MAE and consultants (and PRCs if land acquisition)	Project Provinces, MAE Websites, WB Websites
Works commence, implementation of Detailed RP ahead of civil works (i.e., delivery of entitlements),	Ahead of Civil Works	TBD	Contractor, PIU, Design and Supervision Consultants,	Project Provinces

Activity	Project Phase	Timeline	Responsibility	Location
			PRCs (if land acquisition)	
Hiring of local workers, trainings on gender, trainings for contractors and staff, etc.	Ahead of Civil Works	TBD	Contractor, PIU, Design and Supervision Consultants	Project Provinces

4.6 Review of Comments

The stakeholder engagement process involves three key steps 1) share project information, 2) gather feedback (concerns, grievances), and 3) act on feedback and report back. This section focuses on step 2 and 3, describing how comments are gathered, reviewed, taken into account, and reported back to stakeholders on the final decision.

- ***GATHERING FEEDBACK***

Multiple channels will be established to gather feedback from project stakeholders through channels that are convenient for them (Section 4.2 and 4.3 above). At village level where most affected people live, feedback of local people (both verbal and written) can be provided through the village authority. Village authority will serve as a one-stop shop at village level that collect all types of feedback that project stakeholders want to provide, including grievances/complaints submitted by adversely affected households. In addition to village-level channel, feedback/grievance can be lodged through PMU using dedicated PMU's telephone number, email address, website (with comment box function), and postal address. The channels at PMU will be managed by PMU GRM focal points who will register all feedback received, inform feedback providers how comments/grievances will be processed, including informing them that their feedback/grievance will be transferred by PMU to respective agencies who are responsible for direct handling of such comments and grievances.

- ***REVIEWING FEEDBACK***

Feedback/grievances submitted by stakeholders through project's multiple dedicated channels will be registered and processed by the agencies in charge, including village authority, and VITs (for matter related to construction, labor and working conditions), and other governmental agencies, particularly when affected parities move on to subsequent steps of the GRM procedures. Important feedback, such as grievances, will be acknowledged in writing by the respective grievance receiving units (village authority, VITs, etc.) within the timeframe set forth in project's respective GRM procedure (See Section 6.2.3 for a summary). It is noted that if a grievance is submitted through PMU dedicated channels (as mentioned above), PMU GRM focal points will acknowledge the receipt of grievance (as first thing first), meanwhile notifying the aggrieved persons that their grievance(s) will be transferred to the agency in charge who will then contact them within a period of time (Section 6.2.3) to acknowledge the receipt of

grievance, and inform how their grievance will be addressed, including next steps in the GRM process.

PMU will oversee the entire process, including receiving, registering, transferring, following up with agencies in charge with regards to resolution process and results. PMU will work closely with all village authority, and other governmental agencies responsible for grievance resolution, to maintain and update their grievance register, and follow up on grievance resolution process that are ongoing with the agencies in charge. With PMU, the GRM focal founts will be responsible these tasks and report regularly to PMU management

PMU acts as focal point that determines how comments and grievances provided by affected parties are considered, resolved, and incorporated into project. PMU needs to classify feedback into two main groups: 1) grievances, and 2) questions, comments, suggestions. For grievances, depending on the types, grievances will be resolved by responsible agencies within the specified timeframes (described in projects GRM). For questions, comments, suggestions submitted by affected and interested parties – through face-to-face and online consultation channels, simple questions can be responded face-to-face and online. For comments, suggestions related to project design, these will be registered and considered by PMU in consultation with relevant stakeholders (e.g. government agencies, technical consultants…) before response can be made.

- ***REPORTING BACK***

Communicating back to stakeholders to provide a tangible response to the feedback raised is essential to maintaining their continued participation throughout project cycle. As mentioned above, feedback and grievances raised by affected parties will be processed/resolved in due time and reported back to the affected people. The agencies directly responsible for grievance resolution will solve and report back. For example, a grievance related to compensation rate, submitted through a village leader, will be resolved, and reported back by responsible agencies who directly solve the raised issues. Similarly, a contracted worker's complaint related to working condition, submitted to his/her employer, will be resolved, and reported back by the responsible, or by provincial Chief Labor Inspector if the contracted work escalates his/her complaints to the provincial Chief Labor Inspector.

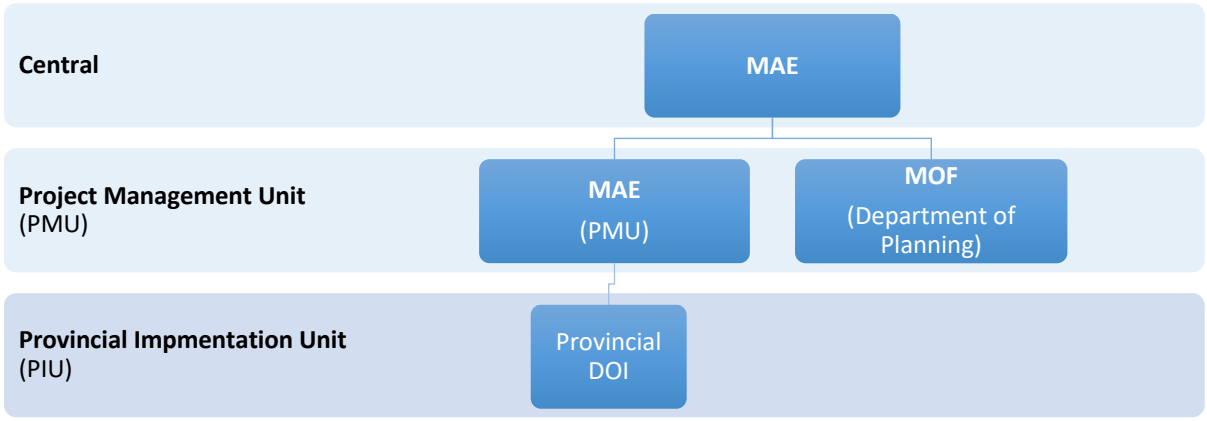
Responses to general questions/ comments/ suggestion will be made as soon as possible. For example, response will be made at consultation meetings if answer to questions could be given during the consultation. For questions/ comments/ suggestion that take time to consider, a summary of responses will be prepared and reported back to the affected and interested groups in the next consultation with the same group. At the same time, a summary of these responses will be shared to the general public through PMU's dedicated webpage on a quarterly basis, or sooner when available. Figure 1 (below) summarizes the entire consultation process loop, covering 1) share project information, 2) gather feedback, and 3) act on feedback and report back.

5. RESOURCES AND RESPONSIBILITIES FOR STAKEHOLDER ENGAGEMENT

5.1 Resources

The PMU will be in charge of overall implementation of stakeholder engagement activities. PMU will do overall stakeholder engagement coordination and will ensure adequate budget will be allocated by PMU for their stakeholder engagement activities. PMU will engage necessary staff and consultants – to carry stakeholder engagement with affected and interested stakeholders under their own component.

Figure 1 – Organizational Structure of the Project



Adequate budget for stakeholder engagement activities will be allocated from the project overhead. These include costs for organizing meetings, workshops, trainings, hiring of staff, field visits to subproject locations, translation and printing of relevant materials, and operating cost for project's GRM. The cost for implementation and monitoring of environmental and social mitigation measures at subproject sites will be integrated into the construction overhead and will be borne by the contractors who carry out activities related to construction of subprojects (See more details at Section 8 – Costs and Budget).

The table below provides contact information of key members on PMU who can be reached to ask questions about the project or logde a complaint. In case there is change to the following personnel, this SEP will be updated to reflect new staff arrangement and will be disclosed through the same channel to keep project stakeholders informed. Changes will also be updated accordingly in project information booklet that is distributed during consultation meetings.

Contact information	PMU Manager	PMU Social Officer	PMU Environmental Officer	GRM Focal Point
Name	Dr. Sathathep Thammachak	Mr. Khamphone Bounnavong	Mr. Khamphone Bounnavong	Dr. Vongsackda Vonxay
Postal address	Anou village, Chanthabouly District, Vientiane Capital. PO.box 0100	Anou village, Chanthabouly District, Vientiane Capital. PO.box 0100	Anou village, Chanthabouly District, Vientiane Capital. PO.box 0100	Anou village, Chanthabouly District, Vientiane Capital. PO.box 0100
Email	sathathep@hotmail.com	phon.uns@gmail.com	phon.uns@gmail.com	vongsakda.vx@gmail.com
Phone number	+85620 22228868	+85620 54631589	+85620 54631589	+85620 58455585

5.2 Management Functions and Responsibilities

Implementation of the Stakeholder Engagement Plan will be the overall main responsibility of the Project Management Unit (PMU) under the Department of Irrigation (DOI), Ministry of Agriculture and Environment, supported by the Component Management Unit (CMU) under the Department of Water Resources and the three Project Implementation Units (PIUs) within the PAEOs. The PMU will be responsible for:

- Leading, implement, and oversee the overall stakeholder engagement process for all project activities carried out under the project.
- Conducting disclosure of project information (Section 4.2)
- Carrying our consultation activities (activity specific) (Section 4).
- Leading and overseeing the receipt, acknowlegement, and resolution of project related grievances (Section 6)
- Supervising contractors' stakeholer engagement activities - as part of the contractors' site-specific ESMP
- Reporting SEP implementation process and outcomes to the Project Director and Project Manager.

Table 5 – Staff and Responsibilities for SEP Activities

POSITIONS	RESPONSIBILITIES
Project Manager (PMU/ MAE)	▪ Oversees the overall stakeholder engagement process and GRM functioning ▪ Incorporate all stakeholder engagement activities into the overall environmental and social management systems ▪ Coordinate with parties for proper implementation of processes to grievance mechanism and stakeholder engagement issues ▪ Keep the World Bank informed of implementation of the SEP

	▪ Review and approve monthly reports on grievance redress and stakeholder engagement; and ▪ Submits monthly reports to the Project Director.
DOI	▪ Supervise; monitor and report the SEP implementation under their respective Component, including other safeguard instruments ▪ Provide technical support on capacity building for staff of government agencies involved in the implementation of SEP to address environmental and social safeguards issues ▪ Assesses the progress, accessibility, and efficiency of the Grievance Redress Mechanism (GRM) and the overall project GRM database is maintained and reported on at this level. ▪ Conduct consultation on specific SEP activities ▪ Assists in the identification of Ethnic Groups ▪ Prepare ESIA/ESMP for their own component. ▪ Conduct biannual and annual Environmental and Social safeguard (ESS) compliance monitoring and reporting. The biannual and annual monitoring reports and key findings from the implementation of SEP activities.
Project Implementation Units (PAEOs)	▪ Implements stakeholder engagement activities as described in the SEP, including consultations, disclosure, trainings on gender-based violence, road safety, etc. ▪ Coordinates with village and commune authorities and contractor on the grievance redress mechanism, ensuring that grievances are recorded and promptly resolved. ▪ Oversees stakeholder engagement activities being conducted by the contractor and/or consultants. ▪ Coordinates with other agencies; and ▪ Leads the process of identification of Ethnics Groups.
DWR CMU	▪ Implements stakeholder engagement for Subcomponent 2.2 through its Environmental and Social Focal Point (ESFP)
Local community representatives and local government agencies	▪ Participate in project's consultation meetings and provide timely ▪ feedback during project design and project implementation
Chief Engineer (Contractor)	▪ Carries out consultations with stakeholders on project timeline, mitigation of civil work activities (such as dust, traffic), informs stakeholders about jobs. ▪ Ensures careful consideration of women and vulnerable groups, including them in consultations and that they do not miss out on job opportunities. ▪ Conducts training on Code of Conduct for workers, including on appropriate behavior and relations with community and gender-based violence (GBV) , Sexual Exploitation and Abuse/Sexual Harassment and Violence Against Children (VAC). ▪ Conducts trainings and awareness activities on road safety to be implemented together with the traffic police and target audience.
Others	▪ ISWS: monitors contractor stakeholder engagement and GRM performance and reports monthly to the PIU.

	▪ E&S Consultant: supports PMU, CMU and PIUs on consultations, disclosure and EGEP/RP consultations. ▪ Contractors: appoint a GRM focal point and an OHS officer.

6. GRIEVANCE REDRESS MECHANISM

6.1 Objectives of the Project GRM

The objective of this project-level GRM, as part of stakeholder engagement, is to receive and resolve timely and effectively the grievances that are submitted by affected stakeholders during project implementation. The Project will establish a project-level GRM at the village, PIU and PMU levels, building on existing village and provincial grievance channels, and will make it operational before civil works start. In addition, formal procedures and alternative channels for receiving grievance is developed under WISER to GRM accessible make the projects and user friendly for project affected people.

6.2 Summary of national legislation related to grievance and complaint Description of the Project GRMs

The Government of Laos PDR has various laws and sub-decrees that have been in place to guide the implementation of complaint resolution process. These documents specify the right of the complainants as well as the responsibilities of concerned governmental agencies as to complaint resolution. Relevant legal documents include:

- Law on Complaint (amended version), No. 05/NA dated: 9/11/2016
- Environmental Protection Law 2012 (No. 29/NA);
- Labor Law (2018);
- Women and Children Law 2014 (Law No. 56/NA of 2014);
- The Lao Front for National Development (2012);
- Decree on Ethnicity (No. 207/GOL,2020);
- Law on Grievance Redress (No. 012/NA of 2014);
- Law on Resettlement and Occupation (No. 45/NA date: 15/06/2018).

6.3 Principles of the Project GRM

The principles adopted to design GMR for the project:

- **Channels.** Different channels are established to enable affected persons to submit their grievances, including submission to village committee, as well as district and provincial levels. Grievance can also be submitted to:
    i. **PMU's email**, including telephone nuber (as helpline call centers) (response within 5 business days);
    ii. **PIU offices (within PAEOs)** and, where relevant, district offices (DAEOs);
    iii. **Project staff** (including Project District Staff, Village Facilitators) during meetings or during site visit;
    iv. **Village Mediation Committee** (independent from any other committees established for project purpose). Within 5 business days following the receipt of the grievance, the VMC will inform the complainant if her/his grievance could be addressed at the village level or will be escalated to the next level. Complaints are typically resolved within 10 business days at VMC level.
- **Forms.** Grievances can be submitted in writing and verbally, and either directly by the affected households, or by a person delegated by the complainant (e.g. the elderly, people with disabilities). Anonymous complaints are accepted and kept confidential.
- **Complainant can delegate a representative who act on their behalf.** Person lodging a grievance can ask assistance from their family or from individual that they trust to transcribe their complaint, and act as their representative to submit their complaint.
- **Disclosure.** GRM procedures are disclosed in public domain (e.g. websites of PMU, at public notice board located at village hall). GRM procedure will be explained to people attending consultation meetings. In addition, the contact detail of responsible persons including phone and WhatsApp numbers will be disseminated and displayed on poster in the project areas and affected villages.
- **Documentation.** A grievance logbook will be maintained at village hall (subproject level) and at PMU level (through PMU GRM focal point). A grievance logbook will be established and regularly updated/maintained at village hall and PMU level.
- **Transparency.** The grievance procedures include steps, expected time frame grievance resolution for each step, notification to affected person, how decision is made, decision makers, mediation options.
- **Time-limit for grievance resolution is specified for each step.** Complaint will be acknowledged within 5 days from the date of complaint receipt.
- **Acknowledgement of complaint receipt.** The unit in charge of complaint resolution will notify complainant upon complaint receipt and will initiate the complaint resolution process.
- **Appeal.** If the agency in charge does not resolve a grievance in a manner that is satisfactory to the affected person, a multistakeholder committee will be established (ad-hoc) to

resolve the dismissed grievance – as an alternative for affected person going to court. If the grievance could not be resolved satisfactorily by the multistakeholder committee, the affected person may resort to the Provincial Assembly for consideration and decision prior to submitting to the court of law (Law on Grievance Redress No. 106/NA, 2022).

- **Monitoring.** All grievances received are recorded by PMU and relevant Village Mediation Committees, and are processed/resolved in a given timeframe, and are monitored by PMU GRM focal point.
- **Complainants bear no costs associated with the entire complaint resolution process**. Costs incurred as a result of grievance resolution will be borne by the project. However, if the complaints bring their case to the court of law as they wish, they will bear the costs associated with their lawsuit.

6.4 Project's Redress Procedures

Based on the above GRM principles, the project will establish three complaint handling procedures for three types of potential grievances: grievances related to 1) general complaints from the public and communities in and around the subproject sites, 2) labor and working conditions (all groups of project workers), and 3) sexual exploitation and abuse and sexual harassment (SEA/SH). It is noted that the GRM for complaints related to labor and working condition will follow the procedure described in the project's Labor Management Procedures whereas the GRM related to SEA/SH established under this project will be in accordance with the pertinent national laws and the World Bank's guidance on SEA/SH and is described in project's LMP (see LMP for details) and grievance related to land acquisition will be resolved in accordance with the GRM described in the project't EGEPs. These three procedures are summarized below:

6.4.1 Redress Procedure for General Complaints

In case individuals, households, or communities are affected by any other aspects, for instance, environmental impacts (e.g. dust, noise, or lack of safety measures that increase risks of traffic accident to road users or to local ethnic group), their complaints could be submitted through various channels that will be established for their convenient use, including people from Ethnic Groups (EG). These include:

For general project benefits:

- PMU GRM focal point's telephone (as helpline call center);
- Local EG leaders (in case affected individual/households are EG)
- Village Authorities/Village Mediation Committee

For environmental and other relevant social issues at construction sites:

- Dedicated helpline call center with contact detail of GRM responsible persons assigned by the Contractors, PIU and ISWS Consultant teams with their contact detail including helpline call numbers (phone/WhatsApp) are disclosed for affected people to report cases that they think Contractor can resolve timely (contact detail of Contractor will be posted at construction sites, distributed to project's stakeholder through Subproject Information Booklet during consultation, and posted at public billboard of village offices, etc.).

6.4.2 Redress Procedure for Complaints related to labor and working conditions

Project workers can lodge their grievance/complaint as follows:

Step 1 **Employer Level.** Affected person (AP) can submit their grievance to their Employer who serves as the first focal point for receiving and resolving grievance. Grievance can be lodged verbally or in writing, in person or by phone, text message, mail or email (anonymous complaint is accepted). The Employer involved will resolve the case no later than 15 days. Once resolved and the AP is satisfactory, the Employer will report the case, including resolution process and results, to the Project Implementation Unit (PIU) for information and record. If the AP is not satisfied with the resolution of their Employer, the Employer will refer the AP to the GRM focal point of PIU, and PMU if needed, and inform the AP of this referral. It is noted that if a complaint is concerned of the safety and health of one or several individuals, such complaint shall be resolved as soon as possible – depending on the nature and urgency of the grievance.

Step 2 **PIU level.** PIU will resolve the complaint referred by the Employer and acknowledge the receipt of the AP's complaints within two weeks from the date of complaint receipt. If the GRM of PIU cannot resolve the complaint, the GRM focal point of PMU will consult with the Project Manager for resolution. The GRM focal point of PIU will inform the AP of the PIU's resolution result in writing within 15 days from the date of complaint receipt. If the AP is not satisfied with the resolution outcome proposed by PIU, PIU will refer the case to the PMU for resolving and inform the AP of this referral in writing.

Step 3 **Court of Law.** If the AP is not satisfied with the resolution proposed above, a multistakeholder committee will be established (ad-hoc) to resolve the dismissed grievance – as an alternative for affected person going to court. If the grievance could not be resolved satisfactorily by the multistakeholder committee, the affected person may resort to the court of law. The cost associated to the lawsuit shall be borne by the AP. The decision of the Court will be final.

6.4.3 Redress Procedure for Complaints related to SEA/SH

Under this Project, GRM for SH/SEA mainly serves in: (i) refer the cases to the national network/center for women protection and counselling services with hotline number at 1362 and health care services under Mahosoth hospital (hotline number: 1527); and (ii) recording resolution of the complaint. The following principles, which will be applied under the Project, recognize victim as principal decision makers in their own care, and treat them with agency, dignity and respect for their needs and wishes.

- Multiple channels are in place for easy access and lodge complaints.
- SH/SEA/GBV victims will be referred to local SEA/SH/GBV service provider for immediate support if they make a complaint directly to PIU and PMU.
- Confidentiality of victims are protected. GRM operator of PIU/PMU will keep SH/SEA/GBV allegation report confidential.
- No identifiable information on the victim shall be collected and stored in subproject Grievance Logbook.
- Costs of operating the SH/SEA/GBV GRM will be financed by the project.

Channels for lodging SH/SEA/GBV complaints:

- **Channel 1** – AP can submit a complaint, verbally or in writing, to Village Mediation Committee/Village Authorities
- **Channel 2** – Alternatively, AP can lodge their complaint, verbally or in writing, to GRM Social Focal Point of PIU/PMU.
- **Channel 3**– AP can submit a complaint to, or seek counselling support from local Lao Women's Union, as they wish.

Under this project, PMU does not tolerate reprisals and retaliation against project stakeholders who share their views about Bank-financed projects.

7. MONITORING AND REPORTING

7.1 Involvement of Stakeholders in Monitoring Activities

The objective of internal monitoring of SEP implementation is to ensure activities set out in SEP is carried out timely and appropriately. PMU is responsible for monitoring activities described in this SEP. During project implementation, the Social Officer, Environment Officer, and GRM Focal Point of PMU lead day-to-day stakeholder engagement at both project and subproject level. They prepare monthly monitoring reports for SEP activities for PMU. During project implementation, the Environmental and Social Division will prepare monthly internal monitoring reports for SEP activities. Internal monitoring by PMU will focus on:

- Level of understanding of the project and project objectives, including in relation to labor and community health and safety;
- Levels of impacts within expected parameters (more/less);
- Community feedback incorporated into project design and planning;
- Adequacy and success of implementation of mitigation measures;
- Main grievances and efficacy of GRM;
- Overall community satisfaction;
- Ease of approaching the SOs, including timely acknowledgement and resolution of questions and/or complaints;
- Type of information disclosed;
- Methods used for stakeholder engagement;
- Minutes of consultation meetings;
- Number of staff working on stakeholder engagement, and
- Plans for the next month and long-term plans.

7.2 Reporting Back to Stakeholders

The SEP will be periodically revised and updated following future consultations or as necessary during project implementation to ensure that the information presented herein is consistent and is the most recent, and that the identified methods of engagement remain appropriate and effective in relation to the project context and specific phases of the development. Any major

changes to the project related activities and to its schedule will be duly reflected in the SEP. The PMU-MAE shall notify the WB on the updated SEP (if changes made in the plan are minor) and will send it to the WB for prior review and clearance (if changes are significant) before re-disclosure.

Monthly summaries and internal reports on public grievances, enquiries, and related incidents, together with the status of implementation of associated corrective/preventative actions will be collated by responsible staff and referred to the senior management of the project. The annual summaries which are public documents will provide a mechanism for assessing both the number and the nature of complaints and requests for information, along with the Project's ability to address those in a timely and effective manner. Stakeholders shall be reminded periodically of the availability of the grievance mechanism.

Information on public engagement activities undertaken by the Project during the year may be conveyed to the stakeholders in two ways:

1. Publication of a standalone annual report on project's interaction with the stakeholders.
2. Several Key Performance Indicators (KPIs) will also be monitored by the project on a regular basis, including the following parameters:
    a) number of public hearings, consultation meetings and other public discussions/forums conducted annually.
    b) frequency of public engagement activities.
    c) number of public grievances received monthly and number of those resolved within the prescribed timeline; and
    d) number of press materials published/broadcasted in the local, regional, and national media.

8. COSTS AND BUDGET

8.1 Costs

Indicative costs for SEP implementation are estimated during project preparation (see Table below) for budget planning purpose. Actual costs of SEP implementation will depend on scope and activities to be carried out during project preparation and during project implementation. Cost estimated for each line item include mainly logistic costs for each consultation activities (e.g. communication, printing, travel cost for E&S staff involved, travel costs such as accommodation, per diem, pay for staff involved, allowance for consulted

participants). Costs for the support of E&S consultant in SEP implementation is included in the contract between EDL and E&S Consultant and as such not included in this table.

8.2 Budget

Table 06.: Provisional budget for the SEP

No.	Key activities	Stakeholders involved	Estimated costs	Sub-Total
Consultation During Project Preparation: Project Design (prior to World Bank appraisal)				
1	**Disclosure materials:** Project Information Booklet, poster, leaflets, project billboards and Executive Summary of ESMPS (summary of risks/impacts and mitigation measures) in both English and Lao version and printing of awareness raising materials/grievance redress materials	• PMU (oversight) • Consultant (implement)	2,000 x 3 provinces	6,000
2	National public consultations to disclose and discuss E&S documents (ESMPS, EGEPS, LMP, SEP and site-specific ESMP, RP, and EGDP for Nam Houm-Nam Suang, and Nam Hin)	• PMU (lead) • Consultant (implement)	1,000 x 3 provinces	3,000
3	Public consultation at district and village levels	• PMU (oversight) • Consultant (implement)	2,000 x 3 provinces	6,000
Consultation During Project Implementation: Detailed Design				
4	Local consultations to introduce project and engage new project beneficiaries in existing and new provinces	• PMU (lead) • Consultant (implement)	2,000 x 3 provinces	6,000
5	Implementation of SEP- Local consultations to introduce about the project, its activities, positive and negative impacts with mitigation measures and GRM process in all villages located in the subprojects to be covered by contractor cost.	• PIU,CSC and Contractors	03 provinces	Contractors cost
6	Training on social/environmental issues for PIU and contractor staff	• PMU (lead) • Consultant (implement)	2,000 x 3 provinces	6,000
7	Training on gender-based violence (GBV) for Project Implementing Unit (PIU) and contractor staff	• PMU (lead) • Consultant (implement)	2,000 x 3 provinces	6,000
8	Training of GM committees and install suggestion boxes in villages Essential stationaries (e.g. log book, pen, forms), prepaid phone cards, and travel related expenses will be provided to Village GRM committees	• PMU (lead) • Consultant (implement)	2,000 x 3 provinces	6,000

	to faciliate their effective functioning			
			TOTAL	**39,036**

ANNEXES

ANNEX 1 – CONSOLIDATED SUMMARY OF THREE KEY ROUNDS OF E&S CONSULTATION

1ST CONSULTATION (MARCH 2025) – UNDERSTANDING FARMING SYSTEM AND KEY CONSTRAINTS IN FARM PRODUCTION

NAM HOUM AND NAM SUANG DAMS (March 2025)

SUMMARY OF KEY STAKEHOLDER FEEDBACK

The consultations reveal that **declining irrigation performance—driven by aging infrastructure, weak governance, and upstream environmental pressures—is the core bottleneck affecting agricultural productivity, livelihoods, and water equity across the command areas.**

Overall Key Messages from Consulted Stakeholders (mostly farmers, including the Mong ethnic group)

1. **Irrigation system is the central constraint** affecting productivity, income, and equity
2. **Dry season water scarcity drives conflict and inefficiency**
3. **Infrastructure is aging and poorly maintained**
4. **Water governance (WUGs) is weak and under-supported**
5. **Upstream environmental degradation is worsening water availability**
6. **Farmers are economically vulnerable and lack technical support**

Below are more details organized by key topics:

1. Cropping Patterns & Livelihoods

- **Rice is dominant** across all locations:
  - ~50–60% of household income
  - Majority for **sale (70–80%)**, some for subsistence
- **Two main rice seasons**:
  - Wet season (more reliable)
  - Dry season (higher yield but water constraints)
- **Crop diversification is increasing but limited**:
  - Vegetables (cucumber, chili, eggplant)
  - Cassava and rubber (less dependent on irrigation)
- **Livelihood diversification**:
  - Livestock (10–30%)
  - Wage labor, remittances, small businesses

Key issue: **Heavy dependence on rice + irrigation water**

2. Irrigation Access & Constraints

Main Problems Identified:

- **Sedimentation in canals** (most frequent issue)
- **Damaged/broken gates and canals**
- **Old and unlined earth canals → leakage & erosion**
- **Unequal distribution (upstream vs downstream)**
- **Infrastructure barriers**:
    - Railway blocking water flow
    - Fish ponds and upstream users reducing supply
- **Water quality issues**:
    - Wastewater affecting crop quality

Seasonal Pattern:

- **Wet season** → generally adequate
- **Dry season** → severe shortages and conflicts

Key issue: **Irrigation system is deteriorating and inefficient**

3. Water Conflicts & Governance

- Conflicts occur mainly in **dry season**
- Causes:
    - Limited water availability
    - Farmers closing/opening gates unevenly
    - Upstream overuse (livestock, fish farms)
- **Water User Groups (WUGs)**:
    - Exist but **weak and ineffective**
    - Meet infrequently (often once/year)
    - Poor fee collection
    - Limited training in past decade

Key issue: **Weak local water governance and coordination**

4. Infrastructure & System Performance

- Reservoirs **underperform compared to design capacity**:
    - Example: designed 4,300 ha → currently ~2,400 ha effectively irrigated
- Causes:
    - Sedimentation
    - Aging infrastructure (40+ years)

    - Lack of maintenance
- Suggested improvements:
    - Canal lining
    - Gate repair
    - Dredging
    - Improved storage capacity

Key issue: **System degradation + lack of maintenance investment**

5. Upstream & Environmental Issues

- **Deforestation upstream** affecting water availability
- Expansion of:
    - Rubber plantations
    - Land clearing
- **Sedimentation linked to land use change**
- Weak enforcement of land use regulations

Key issue: **Catchment degradation affecting irrigation sustainability**

6. Social & Gender Dynamics

- **Men dominate agricultural decision-making and heavy tasks**
- **Women dominate household chores and financial management**
- Some shared roles (harvesting, pricing decisions)
- Limited participation of women in technical roles/training

Key issue: **Gender roles are traditional but with some shared responsibilities**

7. Economic Pressures on Farmers

- Farmers incur costs due to:
    - Pumping water (fuel costs)
    - Irrigation fees (~400,000 kip/ha)
- Some farmers experience **net losses due to poor water access**
- Inefficiencies reduce productivity and income

Key issue: **Economic vulnerability linked to irrigation inefficiency**

8. Agricultural Practices

- Use of:
    - Fertilizers and pesticides (limited training)
- Issues:
    - Herbicide resistance
    - Limited knowledge on safe use
- Little evidence of structured extension support

Key issue: **Limited technical capacity and extension services**

9. Government & Institutional Insights

- Key findings from stakeholders:
    - Water availability declining due to:
        - Climate change
        - Deforestation
    - Need for:
        - Better water regulation policies
        - Improved coordination upstream–downstream
- **Project focus**:
    - Dam safety rehabilitation
- Recommendations:
    - Improve cropping patterns
    - Strengthen WUGs
    - Increase farmer training

Key issue: **Institutional gaps in coordination and long-term planning**

NAM HIN DAM (March 2025)

SUMMARY OF KEY STAKEHOLDER FEEDBACK

The system is transitioning from a **traditional irrigation scheme to a multi-use, high-demand system**, but **institutional capacity, infrastructure adaptation, and environmental management have not kept pace**, leading to increasing competition, resource degradation, and livelihood risks.

Overall Key Messages from Consulted Stakeholders (mostly farmers, including the Mong ethnic group)

1. The consultations reveal that declining irrigation performance-driven by aging infrastructure, weak governance, and upstream environmental pressures-is the core bottleneck affecting agricultural productivity, livelihoods, and water equity across the command areas.
2. Overall Key Messages from Consulted Stakeholders (mostly farmers, including the Mong ethnic group)
3. Irrigation system is the central constraint affecting productivity, income, and equity
4. Dry season water scarcity drives conflict and inefficiency
5. Infrastructure is aging and poorly maintained
6. Water governance (WUGs) is weak and under-supported
7. Upstream environmental degradation is worsening water availability
8. Farmers are economically vulnerable and lack technical support

Below are more details organized by key topics:

1. Irrigation System Status & Constraints (Government Perspective)

- **Severe reduction in irrigation coverage**:
  - Designed: **150 ha (25 villages)**
  - Current: **~30 ha (4 villages)**
- Main causes:
  - **Urban expansion** (roads blocking canals)
  - Conversion of paddy land to non-agriculture
  - Gravity flow disrupted by elevation changes
- Water supply:
  - Currently sufficient for existing 30 ha
  - **Cannot expand back to original capacity**
- Increasing demand:
  - Greenhouses, fish ponds, livestock

Key issue: **System constrained not by water volume, but by land use change and infrastructure barriers**

2. Irrigation Access & Water Use Conflicts

Key constraints:

- **Sedimentation and canal blockage**
- **Competition for water (especially upstream vs downstream)**
- **Expansion of greenhouse farming upstream consuming more water**
- Some areas:
    - Have **reliable piped water (no conflict)**
    - Others face **increasing competition in last 4–5 years**

Pattern:

- Conflicts increasing recently due to:
    - Intensification of agriculture
    - Diversification (greenhouse, fish ponds)

Key issue: **Emerging water competition driven by agricultural intensification**

3. Livelihoods & Cropping Systems

- **Rice remains core crop**, but:
    - Often for **subsistence (upland groups)**
    - Lower productivity in water-scarce areas
- Increasing diversification:
    - Greenhouses (vegetables, fruits)
    - Corn, cassava, livestock
- Yield variability:
    - Strongly dependent on water availability

Key issue: **Transition from subsistence rice → diversified market-oriented farming**

4. Fishing Livelihoods & Reservoir Use

- **High dependence on fishing**:
    - ~70% of households fish regularly
    - Fishing contributes **~80% of income**
- Declining fish stocks:
    - From **30–40 kg/day (past)** → **1–5 kg/day now**
- Causes:
    - Overfishing (more households)
    - Illegal electric fishing
    - Ecological imbalance (predatory fish increase)
- Governance:
    - No permit system
    - Weak enforcement

Key issue: **Overexploitation of reservoir resources + weak regulation**

5. Environmental & Upstream Issues

- **Deforestation and encroachment** upstream
- Weak land use control in catchment areas
- Environmental concerns:
    - Sedimentation
    - Water quality risks
- Reservoir pressure:
    - Fishing, tourism (floating restaurant), agriculture

Key issue: **Catchment degradation affecting long-term water sustainability**

6. Social & Land Issues

- **Encroachment into reservoir areas** (ethnic Khmou communities)
- Restrictions:
    - No settlement within 500m of reservoir (not fully enforced)
- Land tenure:
    - Ongoing allocation of public land to households
- Migration:
    - Upland communities moving into command areas

Key issue: **Land use pressure and weak enforcement around reservoir**

7. Water User Groups (WUGs) & Governance

- Structure exists:
    - Organized into units (e.g. ~50 HH/unit)
- Limitations:
    - Limited data on functionality
    - Need for capacity building
- Identified needs:
    - Better coordination
    - Training
    - Stronger management of water allocation

Key issue: **Institutional capacity gaps in irrigation management**

8. Agriculture Intensification & Risks

- Rapid expansion of:
    - Greenhouses (high water demand)
    - Fish ponds
- Increasing use of:
    - Fertilizers and pesticides

- Risks:
    - Water competition
    - Water pollution
    - Sustainability concerns

Key issue: **Unregulated intensification increasing pressure on water and environment**

Feedback from Oudomxay Department of Agriculture and Environment

SUMMARY OF KEY STAKEHOLDER FEEDBACK

The Nam Hin irrigation system, located in Muang Xai District, Oudomxay Province, was constructed in 2010 with a storage capacity of 30 million m³ and designed to irrigate 150 ha across 25 villages. Due to rapid urban expansion, infrastructure development (notably road construction), and land-use conversion, the effective command area has been reduced to approximately 30 ha serving 4 villages.

Overall Assessment. The system has reliable water availability but faces structural, environmental, and institutional constraints that limit its efficiency and scalability. Strategic investments in irrigation rehabilitation, governance strengthening, and integrated resource management are required to improve productivity, resilience, and long-term sustainability.

Below are more details organized by key topics:

1. Current System Performance

- **Water Availability:** Adequate to support two cropping seasons for the current 30 ha (100% coverage).
- **System Utilization:** Significantly underutilized (20% of design capacity).
- **Expansion Plans:** Proposed addition of 20 ha (greenhouses and fruit trees) using gravity-fed pipelines.
- **Constraints:** Physical barriers (roads, sedimentation), inability to increase water supply, and fragmented canal connectivity.

2. Livelihoods and Water Use

- Dominant activity: **Rice cultivation (within command area)**
- Diversification: **Cash crops, greenhouses, fruit trees, livestock, aquaculture**
- Fishing: ~200 households involved; only 10–20% rely on fishing as primary income
- Emerging economic activities: Greenhouse farming and small-scale tourism (floating restaurant)

3. Key Issues and Risks

1. Infrastructure & Irrigation Constraints

- Canal disruption due to road elevation and poor maintenance
- Seasonal erosion and sedimentation blocking water flow
- Increasing water demand (livestock, fish ponds, high-value crops)

2. Land Use and Urbanization

- Permanent loss of irrigated land due to urban development

- Infeasibility of restoring original 150 ha command area

3. Environmental Pressures

- Deforestation and weak upstream land-use control
- Encroachment into reservoir and protection forest areas
- Increasing use of agrochemicals
- Water quality risks from waste and livestock activities

4. Institutional Capacity

- Water User Groups (WUGs) established but require strengthening
- Limited data on beneficiaries and water use
- Need for improved coordination across agencies (PAFO, DAFO, PONRE)

4. Governance and Institutional Arrangements

- Reservoir managed by **PAFO**
- Investment decisions approved by **Provincial Governor**
- WUG structure in place (1 WUG, 3 sub-units, ~51 households/unit)
- Gaps in:
    - Operation & Maintenance (O&M) capacity
    - Training and technical support
    - Enforcement of land and water regulations

5. Development Challenges

- Balancing **increasing water demand** with fixed supply
- Managing **competing water uses** (agriculture, aquaculture, domestic use)
- Weak **upstream–downstream coordination**
- Limited enforcement of **environmental protection measures**

6. Priority Actions / Recommendations

Short-Term

- Rehabilitate canal systems and remove physical flow barriers
- Conduct detailed **water demand and beneficiary assessment**
- Strengthen WUG capacity (training, O&M systems)

Medium-Term

- Introduce **efficient water allocation mechanisms** (especially dry season)
- Support transition to **higher-value, water-efficient crops**
- Improve **environmental monitoring** (water quality, agrochemical use)

Long-Term

- Strengthen **integrated watershed management** (upstream land control, forest protection)
- Enhance inter-agency coordination for **land-use planning and water governance**
- Promote **sustainable livelihood diversification** (climate-resilient agriculture, ecotourism)

2ND CONSULTATION (MAY 2025) – UNDERSTANDING STATUS OF DAM SAFETY AND FARMERS' PERCEPTION ABOUT DAM SAFETY RISKS

NAM HOUM DAM - FARMER FGDS (Midstream)

SUMMARY OF FEEDBACK

The consultation shows that farmers experience **frequent flooding and increasing dry-season water shortages**, but they generally **perceive the dam as safe** because no structural failure has occurred. Community-level dam safety management remains **informal, with no emergency planning, training, or awareness of technical operations**.

1. Main hazards and impacts

Flooding

- Flooding has occurred **regularly since dam operation**, especially along the river.
- Major floods in **1995 and 2018** were caused by:
  - spillway releases from Nam Houm Dam, and
  - backwater from Nam Ngum Hydropower Dam.
- Floods lasted up to **1–2 months** and affected the **entire command area**.

Impacts

- Severe damage to:
  - **rice fields**
  - **cash crops**
  - **fish ponds**
  - **chicken farms**
- Flood depth reached about **1.5 m** (1995 event).
- Impacts extended to **Kod Poung Wetland**, though **irrigation infrastructure was not damaged**.

Dry-season rainfall variability

- Annual **reduced rainfall (Aug–Sept)** after planting.
- Leads to:
  - reduced yields
  - crop failure in some years
- Farmers can irrigate cash crops using groundwater, but **rice has no alternative water source**.

2. Dam safety management (local level)

- Farmers know the **NH-NS Irrigated Center** operates the dam.
- However, they:
  - **do not know** what technical safety measures are implemented
  - are **not involved** in inspections or decision-making

Community role

- Limited to:
  - annual **vegetation clearing** on dam slopes and canals
  - small contributions to canal maintenance

This indicates **low transparency and weak community awareness of dam safety systems**.

3. Emergency preparedness

- **No Emergency Preparedness Plan (EPP)**
- **No training or drills**
- Farmers rely on:
    - weather forecasts
    - water release announcements
    - their own coping strategies

Common coping measures

- installing **nets for fish ponds**
- **selling crops/livestock early**
- moving animals to higher ground
- partial evacuation to safer areas

These measures help reduce losses but are **informal and reactive**.

4. Gender findings

- Women are involved in:
    - evacuation support
    - information sharing
    - vegetation clearing
    - household-level response
- However, women are **not involved in**:
    - dam operations
    - safety planning
    - technical decisions
- Impacts include:
    - loss of **home gardens and food crops**
- Compensation is **household-based**, not gender-specific.

5. Farmer perception of risk

- Farmers generally **believe the dam is safe** because:
    - no dam failure has occurred
    - the structure appears strong
    - they trust government design
- As a result:
    - **no concern raised to authorities**
    - **no collective preparedness planning**
    - **flood risk not considered in crop planning**

There is a gap between **actual flood risk** and **perceived dam safety risk**.

NAM SUANG DAM - FARMER FGDS (Midstream and Upstream)

SUMMARY OF FEEDBACK

The consultations show that farmers around **Nam Suang Dam** have experienced **serious flood impacts, spillway erosion, canal bank erosion, sedimentation, and increasing dry-season rainfall variability**, while community-level dam safety preparedness remains **weak and informal**.

Nam Suang farmers perceive real and increasing dam-related risks, especially after the **2014 spillway abutment erosion incident. However,** preparedness, community awareness of technical dam safety management, and institutionalized emergency response remain weak. There is still **no formal emergency preparedness plan, no training, and no emergency drills**.

1. Main hazard history

Flooding

Both upstream and midstream communities reported significant floods linked to:

- **spillway releases from Nam Suang Dam**
- **backwater from Nam Ngum Hydropower Dam**
- **heavy rainfall**

The most serious events occurred in:

- **1995**
- **2018** (mainly emphasized in midstream Nady)

Main impacts

Floods caused:

- widespread loss of **rice fields**
- destruction of **fish ponds**
- damage to **livestock and farm assets**
- erosion and sedimentation in the **main canal**
- soil loss and damage to canal embankments used as access roads

At **Nady (midstream)**, the impacts were particularly severe:

- about **200 ha of rice fields damaged**
- about **5 tons of fish lost**
- **15 households evacuated** in 2018
- flood levels reported between **0.5 and 4 m**
- floods lasted up to **3 months**

At **Phoxay (upstream)**, the village itself was less exposed because it is on higher ground, but:

- **fish ponds were heavily damaged**
- estimated fish losses reached about **20 tons** in 1995
- canal bank erosion became a major long-term issue

2. Dam-related incident: 2014 spillway erosion

A major concern raised in both consultations was the **2014 erosion of the Nam Suang spillway abutments**.

Reported features of the event:

- cracks and seepage observed near the spillway abutments
- heavy rainfall and high flow conditions
- emergency response involving villagers, irrigation staff, and government agencies
- approximately **1,000 people** involved in emergency stabilization efforts (reported upstream)
- sandbags used to stop erosion
- repairs completed in **2015** using government budget

This incident appears to have strongly influenced farmer perceptions of dam safety.

3. Environmental and health impacts

Farmers reported that floods and dam-related releases contributed to:

- **bank erosion**
- **sediment accumulation**
- **muddy water**
- **floating weeds**
- **waste and debris**
- spread of **invasive grasses and fish**
- damage to local habitats and agricultural productivity

At **Nady**, prolonged floodwater also reportedly caused:

- **water pollution**
- unpleasant odors
- health issues such as:
    - **diarrhea**
    - **conjunctivitis**
    - **foot-related diseases**

These health impacts were not reported in the same way at **Phoxay**, where flooding was shorter and did not affect residential houses.

4. Current dam safety management

Farmers in both villages know that the **NH-NS Irrigated Center** is responsible for operating the dam. However, they generally **do not know what technical dam safety measures are being implemented**, such as:

- inspections
- monitoring
- structural maintenance
- gate operation checks
- instrumentation or seepage monitoring

Their visible involvement is limited to:

- annual **vegetation clearing on dam slopes**
- clearing along canals
- occasional contribution to minor irrigation maintenance

This suggests that **community participation exists**, but mostly for labor support rather than actual dam safety oversight.

5. Emergency preparedness is very weak

Both consultations clearly found that:

- **No Emergency Preparedness Plan (EPP) has ever been prepared**
- farmers have **never been trained**
- **no drills** have ever been conducted

What communities currently rely on instead:

- flood warnings from **Nam Ngum Hydropower Dam**
- announcements by the **village committee**
- loudspeakers / messaging
- ad hoc evacuation arrangements
- household coping measures such as:
    - storing supplies
    - moving animals
    - buying steel nets for fish ponds
    - identifying temporary evacuation sites

At **Nady**, the village had at least informally organized:

- evacuation to the **meeting hall and school**
- use of **tractors and vehicles**
- volunteer support during the 2018 flood

At **Phoxay**, preparedness was even more limited and largely reactive.

6. Farmer perception of dam safety

Farmers in both sites expressed **concern** about the current safety of the reservoir.

Main reasons given:

- **2014 spillway erosion**
- the **old age of the dam**
- observed **seepage**
- deforestation and sedimentation in the catchment
- increasing runoff and flood risk

However, despite these concerns:

- farmers have **not developed any collective preparedness plan**
- they **do not factor flood risk into crop planning**
- they have **not formally raised concerns with authorities**

This indicates a clear gap between **risk awareness** and **actual preparedness**.

7. Catchment degradation and land use concerns

One of the strongest findings from both consultations—especially **Phoxay upstream**—is that farmers see **catchment degradation as a direct dam safety issue**.

Farmers linked the following to reduced safety:

- **deforestation**
- **encroachment into the watershed**
- possible **rubber and cassava plantations**
- construction of **restaurants / tourism facilities**
- poor enforcement of land and forest rules

Farmers believe these changes are causing:

- increased runoff
- more erosion and sediment inflow
- shallower reservoir conditions
- reduced water storage
- greater flood risk
- lower irrigation reliability

At **Phoxay**, farmers also noted that spillway overflow now occurs later in the year than before, which they associated with **climate change and watershed degradation**.

8. Gender findings

Women participated in the consultations but appear to have a **more limited role in dam safety management and emergency decision-making**.

Women were mainly involved in:

- cooking and supplies during emergencies
- caring for children and elderly people
- home gardens and fish ponds
- occasional canal / vegetation clearing
- participation through the **Lao Women's Union / WUGs** in some cases

However:

- access to information was often **secondary to men**
- there were **no female members in some village administration roles**
- compensation was generally **household-based**, not tailored to women or vulnerable groups

This suggests that women are affected by flood and dam-related risks, but are **not systematically included in preparedness or decision-making**.

Overall conclusion

The Nam Suang consultations show that farmers are facing a **combination of structural, environmental, and climate-related dam safety concerns**. The most important risks identified are:

- recurrent flooding
- spillway erosion
- canal bank erosion
- sedimentation
- catchment degradation
- weak preparedness systems

Although farmers are aware of these issues, **dam safety management at community level remains largely reactive and informal**, with **no formal EPP, no training, and no drills**.

NAM HIN DAM - FARMER FGDS

SUMMARY OF KEY STAKEHOLDER FEEDBACK

- The system faces **systemic governance and maintenance gaps**, not just technical issues.
- **Water conflicts and inefficiencies** are increasing due to changing livelihoods.
- **Dam safety risks are rising** due to climate change, sedimentation, and weak O&M.
- There is **no formal emergency preparedness system**, creating high vulnerability.
- Investments should prioritize: **Rehabilitation + governance + risk management**, not only infrastructure

- Nam Hin Dam supports irrigation, fishing, and livelihoods.
- No history of **dam failure**, but **recurring flood events** (2008, 2013, 2018, 2022).
- Increasing concerns over **dam safety, sedimentation, and climate risks**.

1. Key Hazards & Historical Events

Floods

- Caused by **heavy rainfall + spillway release**
- Impacts:
    - Damage to **greenhouses and crops**
    - **Canal blockage** from landslides and sediment
    - Riverbank erosion and localized flooding
- More severe impacts observed in **urban areas (Nam Kor River)**

Drought

- Occurred (e.g., 2019, 2003)
- Affected **upland crops**, but less impact on irrigated greenhouses

Dam Safety

- **No dam break recorded**
- However, risks identified:
    - Seepage
    - Poor maintenance
    - Sedimentation
    - Climate-induced extreme events

2. Livelihoods & Water Use

Houay Oun (Irrigation Users)

- Intensive use of irrigation for:
    - Greenhouses
    - Rice (downstream)
- Issues:
    - **Water shortages during peak demand**
    - **Upstream–downstream conflicts**
    - Unauthorized pipe connections causing leakage

Thasaleung (Non-irrigation Users)

- No irrigation use → **dependent on fishing**
- Livelihood transition:
    - From farming → fishing + corn
- Improved income post-dam, despite land loss

3. Key System Challenges

(1) Irrigation & Water Allocation

- Broken canals and water gates
- Inefficient distribution → **conflicts between villages**
- Informal water extraction practices

(2) Operation & Maintenance (O&M)

- **No formal O&M guidelines or manuals**
- Maintenance is:
    - Reactive (only when broken)
    - Limited to vegetation clearing
- Dam instrumentation is **absent**

(3) Emergency Preparedness

- **No Emergency Preparedness Plan (EPP)** across all levels
- Communities rely on:
    - Weather forecasts
    - Self-evacuation (moving assets, early harvest)

(4) Environmental Degradation

- Ongoing **deforestation in catchment**
- Impacts:
    - Increased runoff and erosion
    - Sediment accumulation reducing reservoir capacity
- Weak enforcement despite fines and awareness campaigns

(5) Institutional Weaknesses

- Limited transparency on dam operations
- Weak coordination between agencies
- Lack of:
    - Technical training
    - Gender inclusion
    - Community engagement in planning

4. Water Governance & Social Dynamics

- One **Water User Group (WUG)** (51 members, multi-ethnic)
- Roles:
    - Water allocation
    - Fee collection
    - O&M support
- Issues:
    - Limited effectiveness
    - Persistent conflicts despite scheduling (day vs night use)

5. Resettlement Impacts (Thasaleung)

- Resettled in **2000 (89 households)** for dam construction
- Key issues:
    - **Compensation inadequate and inconsistent**
    - Loss of farmland and traditional livelihoods
    - Graveyards submerged (no relocation)
- Positive outcome:
    - Improved income (fishing, new activities)
    - Better access to education and services

6. Community Perception of Risk

Houay Oun Farmers

- **Concerned about dam safety**
- Reasons:
    - Aging infrastructure
    - Visible defects (seepage, potholes)
    - Poor maintenance

Thasaleung Farmers

- **Generally trust dam safety**
- Reasons:
    - No history of failure
    - Confidence in government management

7. Key Risks Identified

- Flood damage to crops, houses, infrastructure
- Dam safety risks due to:
    - Poor maintenance
    - Sedimentation
    - Climate change
- Potential large-scale impact:
    - **18 downstream villages at risk in case of failure**

8. Priority Recommendations

Infrastructure

- Repair canals, water gates, and sediment issues
- Upgrade dam body and spillway
- Install monitoring instruments (e.g., gauges, sensors)

Water Management

- Formalize **water allocation rules**
- Strengthen WUG capacity
- Control unauthorized water extraction

Dam Safety & Preparedness

- Develop **Emergency Preparedness Plan (EPP)**
- Conduct training and drills
- Improve early warning systems

Environmental Management

- Strengthen enforcement against deforestation
- Promote watershed protection

Institutional Strengthening

- Develop:
    - O&M guidelines
    - Dam safety inspection systems
- Improve inter-agency coordination

3rd CONSULTATION (DECEMBER 2025) – POTENTIAL SOCIAL AND ENVIRONMENTAL RISKS AND IMPACTS

NAM HOUM DAM (Yao Ethnic Group, Na Nard Village)

SUMMARY

- This community is **highly sensitive to water supply disruptions**, not reservoir access.
- **Water reliability is the single most critical risk factor**.
- No viable livelihood alternatives → **high vulnerability**.
- Priority actions:
  - Guarantee **continuous water supply during rehabilitation**
  - Provide **technical + financial support for aquaculture and poultry**
  - Strengthen **communication and warning systems**

1. Livelihoods & Water Dependence

- Main livelihoods:
  - **Fish ponds (aquaculture)**
  - **Chicken farming**
  - Paddy cultivation (secondary)
- Key dependency:
  - All livelihoods rely on **stable and sufficient water supply**
- Unlike other villages:
  - **No dependence on capture fishing**

2. Key Project Impact Concerns

1. Water Supply Disruption (Critical Risk)

- Reduced or irregular water supply would:
  - Kill fish in ponds
  - Reduce poultry productivity
  - Lower rice yields
- Water cost during dry season already high → further pressure

2. Income & Livelihood Loss

- No viable alternatives:
  - Limited land, capital, skills
- Impacts:
  - Reduced income
  - Increased expenses (food purchase, inputs)
  - Financial stress and debt

3. Food Security & Household Welfare

- Fish ponds = key protein source
- Water shortage → reduced fish production → **loss of food security**
- Broader impacts:
    - Reduced ability to pay for:
        - Healthcare
        - Education
        - Loans

4. Gender Dimensions

- Women:
    - Focus on household food, water reliability
- Men:
    - Emphasize economic impacts and production losses
- Risks:
    - Potential **household stress and conflict** if income declines

5. Coping Capacity

- Very limited:
    - Reduce production (fish stocking, farm size)
    - Cut household spending
    - Borrow money or rely on relatives
- No strong fallback livelihoods

6. Environmental & Water Observations

- Issues reported:
    - Seasonal water shortages
    - Canal erosion
    - Floating waste in canals
- Water quality:
    - No major changes reported (focus is on quantity, not quality)

7. Dam Safety & Communication

- Concerns after recent high-water event (Oct 2025)
- Issues:
    - **Unannounced water releases**
    - Weak warning systems
- Strong request for:
    - Clear communication
    - Reliable warning systems
    - Water release schedules

8. Construction Concerns

- Secondary impacts:
  - Noise, dust, traffic
- Primary concern:
  - **Water supply disruption during rehabilitation**

3. Community Recommendations

1. Water Management (Top Priority)

- Ensure:
  - **Reliable, timely, and affordable water supply**
  - Clear schedules for water release
- Improve:
  - Canal system
  - Water delivery efficiency

2. Livelihood Support

- Technical support:
  - Fish farming efficiency
  - Low-cost feed production
  - Poultry management
- Financial support:
  - Low-interest loans
  - Reduce water costs

3. Infrastructure

- Improve:
  - Roads along canals
  - Market access

4. Cultural Aspects

- Fish and chicken are important for:
  - **Yao New Year and rituals**
- Income loss → reduced ability to participate in cultural practices

5. Social Risks

- No expected increase in:
  - Alcohol abuse or GBV
- However:
  - **Financial stress may trigger household conflict**

6. Community Engagement

- Willing to participate in:
  - **Water monitoring (quantity, timing)**
- Requires:
  - Training
  - Simple tools
  - Clear reporting system

NAM SUANG (Hmong communities, Phonxay / Phoxai Villages)

SUMMARY

- Consultation with Hmong **male and female groups** on dam rehabilitation impacts.
- Hmong communities with mixed livelihoods (rice, rubber, vegetables, small livestock)
- No reliance on reservoir fishing
- Key dependency: irrigation water for agriculture (especially paddy)
- Main risk is **irrigation disruption, not reservoir access**.
- **Rice production = critical for food security**, making impacts highly sensitive.
- Alternative livelihoods exist but are **not sufficient substitutes**.
- Key priorities:
  - Ensure **reliable irrigation water during rehabilitation**
  - Provide **clear, accessible communication (including local language)**
  - Support **livelihood diversification and financial resilience**

Summary by topics

1. Livelihoods & Economic Structure

- Main livelihoods:
  - **Rice cultivation (food security backbone)**
  - Rubber (main cash income)
  - Vegetables, cassava, poultry
- Women:
  - Manage household finances
  - Engage in small-scale livelihoods (gardening, sewing)
- Men:
  - Farming and wage labor

2. Key Project Impact Concerns

1. Irrigation Water Disruption (Primary Risk)

- Reduced or irregular water supply would:
  - Delay planting/transplanting
  - Reduce crop yields
  - Threaten **household rice security**
- Increased labor burden to secure water

2. Income & Livelihood Impacts

- Alternative livelihoods exist but are:
  - **Limited and insufficient**
  - Lower and unstable income (e.g., wage labor, sewing)
- Rubber income cannot easily expand to compensate losses

3. Food Security Risks

- Rice = **main safety net food**
- Reduced production → direct impact on:
  - Nutrition (especially children, elderly)
  - Household resilience

3. Gender Dimensions

- Women:
  - Strong role in **financial management and household food security**
  - Face language barriers → need **Hmong-language communication**
- Men:
  - More mobile (wage labor options)
- Impacts:
  - Women disproportionately affected through **household economy + information access**

4. Coping Capacity

- Short-term strategies:
  - Reduce expenses
  - Increase small livestock
  - Use village credit funds
  - Seek wage labor
- Limitations:
  - Income from alternatives **cannot match farming**
  - Risk of **increased debt and financial stress**

5. Household Welfare Impacts

- Income loss affects:

- Healthcare access
- Schooling costs
- Nutrition
- Loan repayment

6. Debt & Financial Risk

- Village credit fund available (~2% monthly interest)
- Useful but may **increase debt burden** if income declines

7. Environmental Observations

- Some concerns:
  - Canal erosion
  - Local waste pollution
  - Tourism-related waste
- Limited direct observation of reservoir conditions

8. Dam Safety & Communication

- No major past dam incidents reported
- Communication system:
  - Via **Irrigation Service Center → village chief → villagers**
- Issues:
  - Need clearer, more frequent updates
  - Strong request for:
    - **Advance notice of water releases**
    - **Clear irrigation schedules**
    - **Hmong-language communication**

9. Construction Impacts

- Concerns:
  - Dust, noise, traffic safety
- Secondary compared to:
  - **Water access and irrigation disruption**

10. Community Recommendations

Water Management (Top Priority)

- Clear:
  - Irrigation schedules
  - Water rotation rules
- Advance notice of:
  - Drawdown and water releases

Livelihood Support

- Compensation for income loss
- Support for:
    - Poultry and livestock
    - Small businesses (especially for women)
    - Skills training

Financial Support

- Low-interest or interest-free loans
- Support for women's economic activities (e.g., sewing tools)

Communication

- Use:
    - Village meetings
    - Hmong translation
    - Simple, repeated messages

Cultural Aspects

- Agriculture (rice, livestock) supports:
    - **Hmong New Year, weddings**
- Income loss → reduced ability to participate in cultural practices

Community Engagement

- Willing to participate in:
    - **Community-based monitoring** (water levels, canals, impacts)
- Requires:
    - Training
    - Simple tools
    - Clear reporting channels

NAM HIN DAM

SUMMARY

- Consultation with **Khmou male and female groups** on dam rehabilitation impacts.
- Community is **highly dependent on fishing** for both **food security and income**.
- Main concern: **temporary loss of reservoir access during rehabilitation (drawdown)**.
- The community is **highly vulnerable to even short-term disruptions** in fishing.
- **Livelihood restoration and food security measures are critical** during dam rehabilitation.

- Gender impacts are **indirect but significant** through household economy.
- **Timing of construction (avoid peak fishing season)** is crucial.
- Strong need for:
    - **Fisheries support + alternative livelihoods**
    - **Early warning and communication systems**
    - **Community-based monitoring and engagement**

Summary by topics

- **Livelihoods & Economic Dependence**

- Fishing is:
    - **Primary daily livelihood**
    - Main source of **food (fresh fish)**
- Income:
    - **~LAK 3–5 million/year** from fishing
- Secondary livelihoods:
    - Corn farming, livestock, small trade
- Key issue:
    - Alternatives **cannot replace fishing income**

- **Key Project Impact Concerns**

1. **Livelihood & Income Loss**

- Immediate impact if fishing access is restricted:
    - Reduced income
    - Increased poverty risk
- No effective coping strategies:
    - Risk of **debt, reduced spending on health and education**

2. **Food Security**

- Strong reliance on **daily fish catch**
- Minimal food storage → **high vulnerability**
- Loss of fishing = **direct food shortage**

3. **Seasonal Sensitivity**

- Impacts are **more severe if drawdown occurs during peak fishing season**

- **Gender Dimensions**

- **Men:** fishing activities
- **Women:** manage income and household food
- Impacts:

    - Women affected through **loss of food and financial control**
    - Men may seek **wage labor or migration** if income drops

- **Coping Capacity & Risks**

- Limited resilience:
    - Few viable alternative livelihoods
    - Limited land and capital
- Potential risks if impacts are prolonged:
    - Expansion of **slash-and-burn agriculture**
    - Increased **chemical use in farming**
    - Rising competition for land and jobs

- **Food & Cultural Impacts**

- Fish is essential for:
    - Daily nutrition
    - Cultural events (New Year, weddings, funerals)
- Reduced fishing → **affects both food and cultural participation**

- **Environmental Observations**

- Declining fish stocks:
    - Illegal fishing (electric shock)
    - Invasive species
- Other issues:
    - Lower water levels
    - Landslides near reservoir
    - Occasional water quality concerns

- **Dam Safety & Communication**

- **Weak early warning systems**
- Limited formal communication:
    - Mostly via village chief
- Community requests:
    - Clear warning procedures
    - Training and preparedness measures

- **Construction-Related Concerns**

- Secondary compared to livelihood impacts:
    - Noise, dust, traffic
    - Safety risks
- Main concern remains:
    - **Restricted fishing access and water levels**

- **Community Recommendations**

Livelihood Support

- Fisheries management and **fish stocking**
- Support for:
    - Livestock
    - Cage fish farming
    - Handicrafts and alternative income

Water & Resource Management

- Maintain **some access to reservoir during drawdown**
- Control illegal fishing (enforcement + fines)

Social Support

- Village funds / credit mechanisms
- Education and land tenure support

Environmental & Cultural Safeguards

- Protect cultural sites (graves, relics)
- Follow proper procedures if discovered

Community Engagement

- Strong willingness to:
    - Participate in **monitoring (water, fisheries)**
    - Engage in project implementation if trained

Consultation with government

Government Consultation – PDAE (Nam Hin Dam, Oudomxay)

SUMMARY

- **Institutional reform improved coordination but capacity gaps remain significant**
- Environmental risks are driven by:
  - **Watershed encroachment + weak enforcement + pollution**
- **Critical dam safety gaps**:
  - Non-functional outlet
  - No EWS / EAP / monitoring system
- **Regulatory system is weak or absent** (no clear EIA or compliance framework)
- The project presents a **high-value opportunity to combine infrastructure + governance + environmental management**

1. Institutional Context & Capacity

- Recent reform merged environment, agriculture, water, and disaster functions under **Ministry of Agriculture and Environment (MAE)**
- Improved coordination but:
  - Staff capacity still **limited and adjusting**
  - ~151 staff (181 incl. support), but **understaffed for mandates**
- Key gap:
  - **Limited technical data** (hydrology, dam monitoring)
- Strong request:
  - **Training on irrigation and dam safety under project**

2. Key Environmental Risks

Watershed & Land Use

- Significant **encroachment into watershed**
- Expansion of:
  - Maize
  - Rubber
  - Grazing
- Often **without land titles**

Fisheries & Biodiversity

- **Declining fish stocks**
  - Overfishing
  - Illegal methods (electric shock)

- Invasive species introduction

Water Quality

- Pollution sources:
  - Agrochemicals from plantations
  - Reservoir discharge (odor near outlets)

Physical Conditions

- **Sedimentation: minor (not critical)**
- **Erosion: localized along canals (affects irrigation efficiency)**

Development Pressure

- Private sector interest in **reservoir concession**

3. Sensitive Areas & Ecosystems

- Fish conservation zones exist but:
  - **No clear regulation or enforcement**
- Protected area (~1.5 km away):
  - Facing **encroachment**
  - Weak monitoring system
- Institutional responsibility:
  - Irrigation sector (but focus is on safety, not ecology)

4. Regulatory & Compliance Gaps

- **No clear environmental permitting framework** applied to this dam
- No:
  - Formal EIA requirements
  - Structured environmental monitoring system
- Past compensation provided, but:
  - **No systematic compliance framework**

5. Disaster Risk & Early Warning

Current Situation

- **No formal Early Warning System (EWS)**
- No:
  - SCADA system
  - Emergency Action Plan (EAP)
  - Dam-break analysis
  - Training or drills

Existing Practice

- Basic monitoring:
    - Staff + nearby households
- Warnings:
    - Issued informally to villages

Key Gaps

- Weak communication systems (e.g., no loudspeakers in some villages)
- No standard procedures or thresholds
- Reliance on **ad hoc emergency response**

Overall: **System is weak and unsystematic**

6. Climate & Hydrology Data Gaps

- No monitoring system at dam site
- Limited data:
    - Rainfall stations (~14 km away)
    - Water-level stations (~15 km away)

7. Critical Technical Risks

- **Bottom outlet not functional → major safety risk**
- Intake gate:
    - Partially damaged

8. Analytical Gaps

- No:
    - Cumulative impact assessment
    - Flood hazard maps
    - Dam-break studies

9. Opportunities for the Project

Climate & Water Management

- Strong alignment with:
    - **Climate-resilient water management plans**
- Opportunities:
    - Watershed protection
    - Improved irrigation reliability
    - Greenhouse agriculture expansion

Dam Safety & DRR Integration

- Link with national programs for:
    - Dam safety

- Disaster risk reduction

Priority Interventions Requested

- Rehabilitation of canals
- Establish **early warning systems**
- Strengthen institutions & provide tools
- Watershed demarcation & protection
- Capacity building (staff + communities)
- Improve access roads
- Develop regulatory frameworks

Annex 2 – Guidance for Establishing Project Grievance Logbook

A Project Grievance Logbook (PGL) will be established by each project Village Authority and used and maintained by directly by Village Development Committee/Village Mediation Committee. A Similar PGL is established at district PMU/PMU that consolidate grievance records submitted by VDC/VMC) for consolidated by Project Implementation Unit and report to PMU/PMU at Central level. The PGL summarizes concerns/complaints received as a list, along with key statistics on the number of complaints, time spent for each complaint from receipt to final resolution. Each grievance should be assigned with a unique number. Supporting documents associated to each grievance should be documented electronically or in hard copy for convenient retrieval when needed. These supporting documents may include letter, email, record of conversation, etc.

The sample table below can be used. The table should include:

- Name and contact details of complainants.
- Details of the nature of the grievance.
- Date received,
- How it was submitted, acknowledged, resolved, and closed.

Grievances can be submitted anonymously, or the aggrieved person can also request their name be kept confidential.

Project Grievance Logbook (PGL)								
Name of Complainant (or anonymous)	Sex (M/F)	Contact info	Date Received	Details of the nature of the grievance (environmental impacts, social impacts, labor, health, etc.)	To whom was grievance submitted	Actions to resolve grievance	Date grievance was settled (and what stage)	How was the response provided?

Annex 3 – Facilitator's Guide for Conducting Meaningful Consultation with Ethnic Groups

1. Introduction

This guide provides a brief introduction and first-hand guidance to individuals who are tasked to directly facilitate a meeting with Ethnic Group, or are involved in a team whose task is to moderate a meeting with an individual or a group of people who are from Ethnic Groups. By Ethnic Group, this refers to those who has a spoken language other than Lao language, such as languages of the Khmu, Phounoy, Lue, Hmong, and etc.

2. Principles

This guide is grounded on the following key principles of the World Bank's ESS7 (Indigenous People). It is required that under the WB financed project, projects are expected to make every effort to:

- **Ensure that development process fosters full respect** for the human rights, dignity, aspirations, identity, culture, and natural resource-based livelihoods of Ethnic Groups.
- **Avoid adverse impacts** of projects on Ethnic Groups, or when avoidance is not possible, to **minimize, mitigate and/or compensate** for such adverse impacts.
- **Promote sustainable development benefits and opportunities** for Ethnic Groups in a manner that is accessible, culturally appropriate and inclusive.
- **Improve project design and promote local support** by establishing and maintaining an ongoing relationship based on meaningful consultation with the Indigenous
- **Recognize, respect and preserve the culture, knowledge, and practices** of Ethnic Groups, and to provide them with an opportunity to adapt to changing conditions in a manner and in a timeframe acceptable to them.

3. Steps to Engaging a Meaningful Consultation with Ethnic Groups

- **Step 1 – Get to know about EG**
    - Study about EG to be consulted with
    - Meet with local village chief, EG opinion leaders to learn about local practices, taboos
    - Conduct field observation/ Exchange with experienced colleagues
- **Step 2 – Prepare before fielding for consultation**
    - Prepare IEC materials (booklet, manuals, guidance note…)
    - Prepare meeting outline, key topics, and agenda for consultation, question guide, meeting template
    - Share meeting agenda and key information with EG peoples with whom the meeting will be conducted ("prior, and "informed")[1]
    - Make interpretation arrangement
- **Step 3 – Meeting with target EG group/individuals**

[1] "Free" refers to a consent given voluntarily and absent of coercion, intimidation or manipulation. "Prior": consent is sought sufficiently in advance of any authorization or commencement of activities. "Informed" refers mainly to the nature of the engagement and type of information that should be provided prior to seeking consent and also as part of the ongoing consent process.

- Build rapport
- Conduct consultation (based on meeting agenda in Step 2)
- Manage and maintain a “free” conversation.
- Take notes
- Share/validate key consultation results with participants by the end of meeting
- Inform participants of possible next consultation to follow up on issues raised

- **Step 4 – Review and Process Consultation Feedback**
  - Peruse and process consultation feedback
  - Prepare meeting minutes/ documentation
  - Share meeting minutes with relevant stakeholder (e.g. management)
- **Step 5 – Incorporate consultation feedback into project design/implementation**
  - Conduct meeting with relevant stakeholder to discuss consultation feedback
  - Incorporate feedback into project design/implementation
  - Report back to consulted people on decision/progress made as to concerns, issues, expectation raised by consultation participants.

4. Commonly used consultation techniques

- **Public Meetings:**
  - Group meetings can be a good venue to introduce the project activities, project benefits, opportunities, as well as potential E&S impacts.
  - Community meetings may be co-chaired by local authorities and project representatives, such as staff from central PMU, provincial PIU and village volunteers.
  - Participants can include community members at large, target beneficiary groups, authorities, , etc.
- **Focus Group Discussion:**
  - A focus group discussion (FGD) is a way to gather together people from similar backgrounds or experiences to discuss a specific topic of interest.
  - The group of participants (8-10 persons) is guided by a moderator (facilitator) who introduces topics for discussion and helps the group to participate in a lively and natural discussion amongst themselves.
  - Allow participants to agree or disagree with each other to obtain an insight into how a group thinks about an issue, about the range of opinion and ideas, and the inconsistencies and variation that exists in a particular community in terms of beliefs, experiences and practices.
  - Participants for FGD may include project’s target groups such as farmers), village workers, and so forth.
- **Key Informant Interview (KII):**
  - To get information about a pressing issue or problem in the community from a limited number of well-connected and informed community experts.
  - To understand the motivation and beliefs of community residents on a particular issue.
  - To get information from people with diverse backgrounds and opinions and be able to ask in-depth and probing questions.
  - To discuss sensitive topics, get respondents’ candid discussion of the topic, or to get the depth of information you need.
- **Tips for Facilitators**

Preparing the room

- Arrive at least half an hour early to set up the room
- Check your laptop, papers, pens

Opening the session

- Introduce yourself, your assistant
- Introduce purpose of the focus group.
- Explain to participants that they have been invited to share their opinions and that you will guide the discussion by asking the group to reflect on specific questions.
- Tell them what time the session will conclude.

Explain the ground rules for the focus group discussion

- These will set the tone and expectations for behavior so that everyone will feel safe and willing to participate.
- Participation in the focus group is voluntary.
- It's all right to abstain from discussing specific topics if you are not comfortable.
- All responses are welcome – are no right or wrong answers.
- Please respect the opinions of others even if you don't agree.
- Try to stay on topic; we may need to interrupt so that we can cover all the material.
- Speak as openly as you feel comfortable.
- Avoid revealing very detailed information about your personal health.
- Help protect others' privacy by not discussing details outside the group.

Closing the session

- End the discussion by summarizing the main points. If there is time, invite participants to reflect on the main ideas
- Ask if they have any additional thoughts to share.
- Thank the group for participating; let them know how the discussion results will be used.
- Collect and save all notes (save the file if you type in on laptop)
- Their ideas/suggestion will be used to a) design the project, b) prepare documents that help ensure avoid/minimize the adverse impact on local people while enhancing project's positive impacts.

5. **List of Do and Don't Do**

- ✓ Show respect to consulted people who are the poor, vulnerable, disadvantaged people
- ✓ Being on time;
- ✓ Speaking slowly and clearly. Repeat as necessary. Check if people understand. Explain as necessary;
- ✓ Using local ethnic spoken language if possible, or through the assistance of native interpreter
- ➢ Do not use slang;
- ➢ Avoid talking about issues that should not be spoken/discussed (based on initial information gathered from Step 1.

Annex 4 – Sample Outline for Consultation using Focus Group Discussion

FOCUS GROUP DISCUSSION

Name of project	LAO IRRIGATION DAM SAFETY, OPERATION AND MANAGEMENT PROJECT
Donor	The World Bank
Implement agency	Department of Irrigation - Ministry of Agriculture and Environment

1. **PROJECT OVERVIEW**

2. **PROJECT OBJECTIVES**

3. **KEY PROJECT ACTIVITIES**

4. **SPECIFIC ACTIVITIES TO BE CONSULTED**

5. **PROJECT'S ENVIRONMENTAL AND SOCIAL RISKS AND IMPACTS**
   - **5.1 POSITIVE IMPACT**
   - **5.2 ADVERSE IMPACTS AND RISKS**
     - **5.2.1 Adverse Social & Environmental Impacts:**
     - **5.2.2 Adverse Social and Environment Risks**

6. **FEEDBACK FROM LOCAL PEOPLE**

   PROJECT POTENTIAL IMPACT

   - ✓ Positive Impacts (+)

   - ✓ Adverse Risks and Impacts (-)

   - ✓ Any local concerns

DEVELOPMENT NEEDS/ EXPECTATIONS/CONCERNS RELATED TO PROJECT ACTIVITIES?

SUGGESTIONS FOR PROJECT IMPLEMENTATION ARRANGEMENTS

ANY OTHER QUESTIONS, IDEAS, SUGGESTIONS, IF ANY?

Please note to the participants that the project will conduct further focus group discussion and/or public meetings in the future. These meetings aim to inform the local community of the progress of project preparation, with focus on the social and environmental risks and impacts that are updated as the project design evolves for local feedback and suggestions.

NOTE TO FACILITATORS:

When concluding the focus group discussion,

1. Please make a list of people and organizations participating this FGD discussion, with signature of meeting participants.
2. Prepare a minute of meeting summarizing the key points of discussion and feedback of participants, following the key topics discussed above, including questions/concerns that may be raised during the meeting.