

Annex 9: Africa Mini-grid Programme in Burkina Faso

Stakeholder Engagement Plan

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Acronyms and Abbreviations

ABER	Agence Burkinabè d'Électrification Rurale (Burkinabè Rural Electrification)
AMP	Africa Mini-grid Programme

BUNEE	Bureau National des Évaluations Environnementales
ESMF	Environmental and Social Management Framework
ESCO	Electricity Service Company
GRM	Grievance Redress Mechanism
KM	Knowledge Management
M&E	Monitoring and Evaluation
PPG	Project Preparation Grant
QA	Quality Assurance
SONABEL	Burkina Faso Electricity Company
SEAP	Somali Electricity Access Project
SEP	Stakeholder Engagement Plan
SES	Social and Environmental Safeguards
USAID	United States Agency for International Development

Stakeholder Engagement Plan

1 Introduction

The purpose of developing a Stakeholder Engagement Plan (SEP) for the Africa Mini-grid Programme (AMP) national project in Burkina Faso (hereinafter referred to as the 'AMP in Burkina Faso' or 'the project') is to support the identification of key stakeholders and undertake the consultations required throughout the project cycle, i.e. project design during the Project Preparation Grant (PPG) stage, and project implementation during its 4 years' duration. The development and implementation of the SEP is also part of the UNDP Social and Environmental Safeguards (SES) requirements. Hence, the presented SEP will be reviewed and updated during the course of the social and environmental assessment processes required for the development of the project's Environmental and Social Management Framework (ESMF).

1.1 Project description

Access to electricity in Burkina Faso has improved significantly as evidenced by an increase in rural electrification rate from 3.2% in 2016 to almost 10% in 2019 (World Bank 2020). Despite this progress, grid extension continues to be the primary method of electrification, consequently, the Government of Burkina Faso (GoBF)'s efforts to increase electricity access to rural communities have not been able to keep pace with increasing demand. Off-grid electrification faces key barriers such as inadequate policy and regulatory framework, lack of access to financing, lack of local technical capacity, high-cost of new connection, etc.

However, decentralized renewable energy technologies, particularly solar mini grids, offer opportunities to deliver clean and cost-effective solutions to off-grid areas as a result of falling hardware costs, a digital revolution and innovative private sector business models.

Against this background, the Burkina Faso Child Project under the Africa Mini-Grid Program (AMP) will support access to clean energy by increasing the financial viability, and promoting scaled-up commercial investment, in low-carbon mini-grids in Burkina Faso, with a focus on cost-reduction levers and innovative business models.

Specifically, AMP's Child Project in Burkina Faso will promote solar mini grids with storage in the ecovillages and 3 vsites in Northern, Center North, Central and Boucle du Mouhoun regions by scaling-up private investment. The project will showcase de-risking instruments and cost reduction levers by linking mini grid development to productive energy uses. The proposed project will directly support the GoBF's strategies for poverty reduction through socioeconomic development in rural areas, and its climate change mitigation objectives as indicated in the Nationally Determined Contribution (NDC).

1.2 Project location

Overall, the project will be located in Burkina Faso (**latitude:** 12° 14' 22.20" N **longitude:** -1° 33' 30.27" W), a landlocked country in West Africa that covers an area of around 274,200 square kilometers (105,900 sq mi) and is bordered by Mali to the northwest, Niger to the northeast, Benin to the southeast, Togo and Ghana to the south, and the Ivory Coast to the southwest.

Specifically, the low-carbon mini grids to be installed in the framework component, output 2.1, will take place in 9 different villages as part of two pilot projects. Pilot project 1 will take place in the following ecovillages:

Pilot 1: DOMBRE (13°29'54"N, 2°11'39"W), MASBORE (13°20'17"N 2°25'35"W), TIBIN (13°01'10"N 2°20'42"W)

Pilot 2: Tanlarghin, Youga, Betta, Baripsi, Kouendi and Orowé

1.3 Potential social and environmental issues

The SESP has identified the following principles and project-level standards as relevant to the project:

- Programming Principle 1: Human Rights
- Programming Principle 2: Gender Equality and Women's Empowerment
- Programming Principle 3: Environmental Sustainability
- Programming Principle 4: Accountability
- Project- level Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management
- Project- level Standard 2: Climate Change Mitigation and Adaption
- Project- level Standard 3: Community Health, Safety and Working Conditions
- Project- level Standard 4: Cultural Heritage
- Project- level Standard 5: Displacement and Resettlement
- Project- level Standard 6: Indigenous Peoples
- Project- level Standard 7: Pollution Prevention and Resource Efficiency

Detailed analysis of the above is presented in the project's SESP and ESMF (Annexes 6 and 10 of the Project Document).

2 National Regulations and International Requirements

SEP is governed by Decree No. 2018/0092/PRES/PM/MINEFID on the general regulation of development projects and programs approved by the State and executed in Burkina Faso. To this end, the Burkina Faso AMP project falls into category 2, which concerns any project or program implemented directly by the State through an executing agency within the framework of a memorandum of understanding, NGOs, and private companies through public-private partnerships (PPP), as specified in the said decree.

The review committee, which meets twice a year unless an extraordinary session is required, serves as a steering body for projects and programs. It is chaired by the secretary general of the technical supervisory ministry or any other senior official designated by the technical supervisory minister. The review committee is composed of statutory members and observer members. The observers of the review committee are the technical and financial partners and any person whose participation in the committee's sessions is deemed necessary. For example, UNDP has an observer role in the review committee.

Within the review committee there are 20 representatives of stakeholders (maximum), such as ministries, local authorities, public establishments of the State, mixed economy companies and beneficiary structures.

In addition to the two regular meetings, the chairman of the review committee must have at least one working session per quarter with the head of the budget program to see the progress of the projects.

Another national regulation, which pertains to stakeholder engagement is embedded in the 2017 Energy Law, which gives a greater role to local authorities in respect to electrification projects. Therefore, they will be consulted and engaged in the framework of this project in regards to site selection, studies, meetings, follow-ups, etc.

During the PPG phase, all concerned stakeholders expressed their willingness to be actively involved in the implementation of the AMP project in Burkina Faso.

In addition to the national requirements in terms of stakeholders engagement, the project will adhere to the relevant international obligations on public consultation and disclosure requirements related to the social and environmental assessment process, established by the Guidance Note of the UNDP Social and Environmental Standards (SES) for Stakeholder Engagement. By preparing this SEP, the project also meets the requirements of the GEF's Environmental and Social Safeguards Policy regarding stakeholder engagement.

In Burkina Faso, the environment and social safeguards are also governed by Law No. 006-2013/AN of April 2, 2013 pertaining to Environmental Code in Burkina Faso, which states in its Article 25 that "Activities likely to have a significant impact on the environment are subject to the prior opinion of the Minister of the Environment". SP/CNDD one of the project partners and stakeholders oversees this regulation and is a member of the Project's Steering Committee.

3 Stakeholders' Identification

As part of the PPG development process, the project team identified several groups of stakeholders both at the local, national, regional and international level.

3.1 State and local government authorities, i.e. public sector entities

- Burkinabè Rural Electrification (ABER)
- Ministry of Energy, Mines and Quarries
- Directorate General for Renewable Energy (DGER)
- General Directorate of Sectoral Studies and Statistics (DGESE)
- Chamber of Commerce
- Electricity Sector Regulatory Authority (ARSE)
- National Agency for Renewable Energies and Energy Efficiency (ANEREE)
- Burkinabè Agency for Standardization (ABNORM)
- Ministry of Environment, Green Economy and Climate Change
- Permanent Secretariat for Climate Change and Sustainable Development (S/P CNDD)
- General Directorate of Environmental Preservation (DGPE)
- National Agency for Environmental Assessments (ANEVE)
- Director General of the Green Economy and Climate Change (DGEVCC)
- National Bureau for Environmental Assessment (BUNEE) _
- Minister of Women, National Solidarity, Family and Humanitarian Action
- SONABEL

- Local Authorities

3.2 Private sector companies and industry associations

1) Private sector companies including (mini grid) and renewable energy

- Sahelia Solar
- MicroSow
- Farafina Eco Engineering
- SINCO
- Salgatech
- SOIER
- Energivo
- ARESS
- BETA
- Green Energy Services (GES)
- AES
- QOTTO
- 3ES
- 2WE
- FONDEM
- FRES

2) Industry Associations

- Syndicat des Entreprises d'Electricité et Assimilés (SEEA)
- Association des Professionnels des Energies Renouvelables (APER)
- Association Burkinabè des Acteurs et Professionnels de l'Efficacité Energétique (ABAPEE)
- Coalition nationale pour la promotion des énergies renouvelables et l'accès à l'énergie durable aux populations (CNPDER)
- Association Impulsion
- Association Beo Neere – association de restauratrices et transformatrices de produits locaux
- ATS/B - Association Nationale des Transformatrices de Sésame
- Interprofession Anacarde (SOTRIAB ; Cooperatives de femmes propriétaires terriens- Defi Anacarde)
- Table Filière Karité (UGPPK – Comoé ; SOTOKACC ;UGPPK Houet ; UGF/CDN ; FUAPROKA;URBAPK-Cos – UBN; UNPK;DAYINWE;F. NUNUNA)
- Coordination des associations et groupement des dolotières de la région du Centre

3.3 Development partners

- World Bank Group (WBG)
- Swedish International Development Agency (Sida)
- African Development Bank (AfDB)

- European Union
- French Development Agency (AFD)
- European Investment Bank (EIB)
- Islamic Development Bank (IDB)
- SNV
- CLASP
- UNCDF
- Global Green Growth Institute (GGGI)

3.4 Distributors of baseline energy products

- Oolu
- Baobab Plus
- La Gazelle
- UNCOOPEL
- FESCOOPEL
-

3.5 Local communities

Local communities of relevance to the project can be categorized into two groups: communities in pilot locations and communities in non-pilot locations. Representatives such as local committees, ecovillage management committees at the local level from the 9 villages that will benefit from the pilots have been identified.

3.6 Additional groups to be further defined during implementation

- Direct beneficiaries
 - Women Group
 - National Federation of Naam Groups (FGNM)
 - Industry groups (agriculture, fisheries, manufacturing)
 -
 - Academics, educational institutions, vocational training centers and incubators
 - IRSAT
 - 2iE
 - University of Ouagadougou
 - Incub@UO (Incubator of the University of Ouagadougou)
 - Burkina Business Incubator
 - 2M Invest Consult
 - La Fabrique

- Optimum Expertise
 - Switch Maker & Co
 - Sira Lab
 - INFOLEC
 - Maison de l'Entreprise (CCIA)
- Financial institutions and small investors
 - Orabank
 - CORIS Bank
 - MicroStart/AFD
 - Générale de la Microfinance
 - GRAINE
 - FAARF
 - MUFED (Mutuelle Femme et Développement)
- Non-governmental Organization (NGOs) working on relevant projects and initiatives
 - IRENA
 - ECREEE
 - GIZ
 - ECED-Mouhoun
 - CLASP
 - Seforall
 - Association Songui Manégré / Aide au développement endogène
 - ASMADE
 - ONG ARFA (Association pour la Recherche et la Formation en Agroécologie)
- Other groups of indirect beneficiaries and affected persons
 - Workers unions
 - Women
 - SOS Children's Village
 - Save the Children
 - Youth
 - Children
 - SOS Children's Village
 - Save the Children
 - African network for prevention and protection of child abuse and Neglect (ANPPCAN)
 - African Child Forum

- APANAT (Amicale des Petits Amis de la Nature/ONG ARFA)
- Disabled population
- Human rights activists
 - UNHCR
 - Mouvement Burkinabe des Droits de l'Homme /MBDP
- Land rights activists
- Minority and vulnerable groups

4 Stakeholder Consultation and Engagement during PPG Development

The project document (ProDoc) was developed in an inclusive manner as evidenced by the fact that during the PPG phase, the team of national and international consultants identified and engaged with several key stakeholders in-person and virtual meetings. The purpose of these meetings was to discuss the project objective, the suitability of the proposed strategy to the present needs of Burkina and its alignment with national plans and ongoing market development. The discussions also aimed to identify specific gaps the AMP can address, especially in the presence of several projects targeting energy access and renewable energy development financed by development partners other than the UNDP.

COVID-19 was taken into account during the consultation phase as well as in the project drafting by focusing on green recovery and supporting electrification of health facilities where appropriate. Through calls and field missions (respecting COVID-19 directives), the following consultations were conducted the period from August 2020 to February 2021:

- 1) Stakeholders identification and assessment
 - This entailed conducting a stakeholder mapping exercise with the local consultants and the UNDP CO. The mapping exercise was followed by a light touch engagement to make sure identified stakeholders attend the inception workshop.
- 2) PPG Inception Workshop involving representatives from all stakeholder groups such as government, development partners, civil society, private sector.
 - The inception workshop brought together 60 participants from government, technical and financial partners, the private sector and civil society organizations (NGO, research institutions, etc.) working in the energy sector, rural development, sustainable development, climate change, inclusive finance, among others to with objective of providing information about the formulation process of Burkina Faso's AMP Child. Participants were given an opportunity to comment on the project's concept note and to provide suggestions on the proposed design.
- 3) Following the inception workshop, meetings were held either remotely or in-person. Virtual meetings led by the PPG Team Leader, were held with representatives from:
 - ABER (the IP), including the DG and the technical staff. In fact, several virtual and face-to-face meetings were held involving the local consultants and UNDP CO as well.
 - Ministry of Energy including minister and directors in charge renewable energy and energy efficiency

- Development partners such as the EU, the World Bank, SNV, GIZ, Swedish Cooperation (calls and in-person), UNCDF (call and in-person), MCC (call and in-person), GGGI, AfDB, ECREEE, IRENA, Alliance for Rural Electrification (ARE).
 - Representatives from the private sector were consulted through APER, the renewable energy private sector association, as well as individual companies such as (MicroSow, Energivo, Farafina Eco Engineering, Sahelia Solar, SINCO).
 - Representatives from civil society, local communities (local elected authorities), academia (IRSAT and 2iE).
- 4) PPG Validation workshops with 36 stakeholders in-person and 20 connected remotely to abide the COVID-19 directives. Participants represented the full spectrum of the mini grid market ecosystem from government, technical and financial partners, the private sector and civil society organizations (NGO, research institutions, etc.) working in the energy sector, rural development, sustainable development, climate change, inclusive finance.
 - 5) Following the validation workshop in-person and virtual meetings were held, under the aegis of the Teal Leader and UNDP CO, with several stakeholders to further refine the ProDoc, confirm co-financing commitments.

This demonstrate, therefore, that the drafting of the ProDoc followed a comprehensive and all-compassing approach are stakeholders were involved from the inception to implementation. During PPG consultations, project information was disseminated using PowerPoint slides and sharing Word versions of concept notes, followed by an exchange of additional information by e-mail, as required. Initial comments and feedback from participants in the meetings and workshops were summarized in the PPG Inception Report draft in October 2020. The comments and recommendations from stakeholders and the UNDP review team shaped the updated project strategy which was presented to stakeholders at end of the PPG phase to gather final comments on the design and validate the overall project strategy before submission to GEFSEC.

Type of information disclosed along the PPG phase is as follows:

Table A: Stakeholder engagement during project development

Interaction type	Type of information disclosed	Location and dates	Individuals, groups and/or organizations consulted	Key issues discussed and concerns raised	Responses to issues raised	Process to provide feedback to stakeholders
Workshop (inception meeting)	Project concept note (PIF) including scope and key components of AMP program and national project, key deliverables of the. PPG phase initial budget; GEF procedures; ecovillage initiative;	18 August 2020 at Ramada Hotel	About 30 organizations from the full mini grid market ecosystem represented by 60 participants: Ministry of Energy, Ministry of Environment, Green Economy and Climate Change, Directorate General for Green Economy and Climate Change (DGEVCC);	No major social or environmental issues were raised by participants related to solar PV mini-grids. However, it was recommended the project takes into account the	The approach to gender and environmental and social safeguards was shared with stakeholders.	In addition to the dedicated inception and validation workshops, stakeholders received feedback on their queries through meetings with local and

Interaction type	Type of information disclosed	Location and dates	Individuals, groups and/or organizations consulted	Key issues discussed and concerns raised	Responses to issues raised	Process to provide feedback to stakeholders
	rural electrification strategy; gender mainstreaming; innovative business models; etc.		IRSAT, 2iE, ARBF, ABER, UNCDF, DGER, Beny Electric Services, BTI, APBEF, MCC, ANEREE, Nelson, Nafa Naana, FCPB, Sahelia Solar, Farafina Eco Engineering, Coalition of Civil Society Organizations, Entrepreneurship House, Sinco, SEB, APER-BF, S/P CNDD, UNDP	management of e-waste as an outcome.		international consultants, as well as emails and calls.
Stakeholder interviews	The Theory of Change (ToC), project design, budget, gender, environmental and social safeguards, results framework.	Conducted online with participants from Ouagadougou, Burkina Faso, Belgium, Cabo Verde, Abu Dhabi and in-person in Ouagadougou on multiple dates between August and February 2021	Government organizations such as ministry of energy, mines and Quarries, Ministry of Environment, Green Economy and Climate Change, Minister of Women and Families, Ministry of Agriculture, Ministry of animal resources, several directorate and agencies, donors, private sector companies, academic and research institutions, financial institutions, local authorities.	Issues around access data, access to finance, capacity building, innovation and lack coordination was brought-up by various interviewing. Additionally, gender mainstreaming and other social norms were raised as barriers the project should be cognizant about during the design and implementation phase.	The project's 4 components and multiple outputs address all these issues. Additionally, the gender analysis and action plan and social and environmental safeguards framework are part of the project documentation.	Validation workshop and c project document circulated for comment
Focus groups	Formal consultation with diverse stakeholder groups from the private	October, November and February in Ouagadougou	Government, private sector. And civil society organizations	Selection of pilot projects; coordination; quality issues	Pilot projects were selected based on popular demand from stakeholders at the	These issues were discussed at length during the validation

Interaction type	Type of information disclosed	Location and dates	Individuals, groups and/or organizations consulted	Key issues discussed and concerns raised	Responses to issues raised	Process to provide feedback to stakeholders
	sector, government and civil society to deep-dive on market issues plaguing the promotion of low-carbon mini grids. This focus on understanding the baseline scenario specific to each stakeholder group and also their feedback on the Theory of Change (ToC), project design, budget, gender, environmental and social safeguards, results framework.				inception meeting, selection criteria were developed and applied. Output 1.1 will strengthen coordination.	workshop. Draft ProDoc was circulated to stakeholders. Community members and local authorities were actively engaged in as part of the project development. This will be also upheld during implementation.
Workshop (Validation meeting)	Project design including budget, pilot projects, result framework following consultations during PPG phase was disclosed. Draft ProDoc was shared with workshop invitation	23 February 2021	Nearly 60 stakeholders from 30 organizations including. Ministries, national directorates and agencies from energy, environment, agriculture, animal resources, commerce, economy and finance, mayors, donors, academia and research organizations,	Request to ensure ESFM is aligned with national regulation. Awareness raising, especially for consumers in pilot projects should be a key activity. Also, the pilot projects should look to	ProDoc and project design reflect these considerations.	Full ProDoc shared with stakeholders again after validation meeting

Interaction type	Type of information disclosed	Location and dates	Individuals, groups and/or organizations consulted	Key issues discussed and concerns raised	Responses to issues raised	Process to provide feedback to stakeholders
			5 ESCOs, 2 CoopELs, local and international NGOs	facilitate access to energy efficient appliances.		

Key issues discussed and key concerns raised, responses to issues raised, including any commitments or follow-up actions and process undertaken for documenting these activities and reporting back to stakeholders.

5 SEP Development: Strategy for Stakeholder Engagement during Project Implementation

5.1 Purpose and objectives

The success of the AMP project in Burkina Faso as in all projects depends greatly on the full engagement of all stakeholders. Moreover, the decentralized nature of mini-grids, increase the need for constant communication for awareness-building, decision-making, etc. All stakeholders' needs to be on the same page in terms of information, level of understanding and commitment towards playing their respective roles. Commercial viability of the mini-grids and sustainability of the project depend on a proper and well-executed stakeholder engagement strategy (SEP).

Therefore, ensuring all appropriate stakeholders are informed and engaged through a well-designed SEP is paramount. Stakeholders will be consulted and involved in project from inception to implementation and evaluation (ex-post) to ensure buy-in, ownership of the project and learning, thereby maximizing its impact and sustainability.

The realities of COVID-19 will be factored into the stakeholder engagement. Therefore, meetings where necessary will be held virtually to ensure safety of participants. Several types of actors will be particularly involved in order to guarantee beneficiaries' full participation in the project, especially those from vulnerable and marginalized groups.

Unlike grid-connected power plants, the successful operation of mini-grids requires continuous collaboration between operators and end-users. In the design of the pilots under the AMP in Burkina Faso, it is important to understand the needs and priorities of ESPs, but also the needs and priorities of the communities in which the mini-grids will be located, to obtain the necessary local support and ensure sustainability and longevity of the intervention.

Furthermore, the enhancement of the commercial viability of solar PV systems depends on the level of flow of information between stakeholder from the private sector and decision makers in the public sector. This flow will guarantee that the decisions made are well-informed and constitute the best use of resources to serve the best interest of the country and beneficiaries. The flow will also guarantee that investors, developers and ESPs are actively engaged in the development of regulations governing the energy sector before they become legally binding and are given the opportunity to utilize their technical expertise in the formulation of national plans and laws aiming to increase energy access rates and elevate the living conditions for populations in the rural areas.

Hence, this SEP is developed to ensure tripartite engagement of public entities, private sector actors, and representatives of beneficiaries and potentially affected communities in all stages of pilot development and overall project implementation.

5.2 Engagement methods and communication mediums

Notwithstanding the COVID-19 restrictions and directives, different types of engagement mechanisms will be in place. The following list presents the main engagement methods to be utilized by the project team during implementation to ensure continuous engagement and active participation of stakeholders.

1) Project Design

At a broad level, participation and representation of stakeholders will be ensured through the governance structure and coordination mechanisms (Project Board/Steering Committee) that will be put in place by the Project as outlined under Governance and Management Arrangements (section VIII), and through existing structures at national, municipal and village/community levels. Stakeholders will attend national inception workshop as well as community-level meetings, especially in the framework of the pilot projects where community mobilization activities will be required prior to commencement of any work.

2) In-person meetings:

- Consultation workshops: These workshops will have a pre-structured agenda which will be designed to present a specific result/report and discuss with stakeholders the best way forward. These workshops will also be an opportunity to gain consensus from stakeholders on a specific action plan prior to proceeding with implementation. Therefore, stakeholder consultation meetings and workshops are included in the project design as part of the main activities to be carried out by the consultants in charge of each output.
- Interviews and focus group: These will be conducted with different groups of indirect beneficiaries, with special attention to ESPs and NGOs, to overcome their generally low participation capacity and ensure that their input is integrated in the different stages of project implementation. The Project Manager will be responsible for ensuring that these interviews and focus groups have been conducted by the responsible consultants, as appropriate.
- Community Mobilization: These consultations will focus on the pilot locations to identify and discuss stakeholder concern within the target community. The PMU and the selected companies for the pilot project, will undertake these consultations on throughout the life cycle of the project.

3) Media

Several media of engagement will be used including meetings at national and community level, radio, TV messages, social media as well as print media. Given the low literacy rates in Burkina Faso, especially in rural areas, to ensure inclusivity, messages will be translated and vehiculated in the appropriate local languages. The main TV stations are: Radio Télévision du Burkina (RTB); BF1; Burkina Infos; 3TV; Savane TV; TVZ; Oméga FM; Canal3 and some fsith-based TV such Ave Maria and Impact TV).

As for radio stations, there is, Radio Nationale; Ouaga FM; Radio Neekre; Omega FM; Savane FM; France Inter; Radio NAAM and community radios, which existent in all regions;

These newspapers will be used Observateur Paalga; Le Pays; Le Reporter; le Pays, Sidwaya.

Online and digital tools: social media and dedicated project website will be used to disseminate up-to-date information to stakeholders. The tools will display text, but also, pictures and videos, which will allow stakeholders to visualize progress.

4) Written communication:

- Emails: While dealing the stakeholders such as government organizations, donors, academia, private sector companies, emailing will be used as the main tool for organizing meetings, i.e. sending invitations to participants, sending the meeting minutes after the meeting, etc. These stakeholders are highly educated and have a good command of tools such as emails, computers, etc.
- Newspapers: To convey messages to a wide array of literate stakeholders, newspapers will be used.
- Project brochures and manuals to present the results of specific studies and outcomes of certain activities will be designed and disseminated in Burkina Faso and beyond.

5) Online meetings and phone calls: Virtual communication is sometimes preferred since it is quicker and easier compared with email and letters, and a viable alternative to in-person meetings. Online applications and telecommunication tools will be used throughout project implantation to facilitate the work and ensure the project team has easy access to stakeholders, and vice versa.

As seen above, although the mode of communication may vary according to task and participants, yet all consultations and engagement activities will be undertaken with the goal of ensuring full participation of relevant stakeholders, whereby all participants will be provided sufficient notice to prepare well and provide input for the project. Moreover, the AMP in Burkina Faso project will also use all possible opportunity, i.e., workshops, meetings, trainings and awareness events, to promote diversity and gender mainstreaming. An inclusive representation of relevant stakeholders will be ensured by reaching out to men, women, youth and vulnerable groups through appropriate communication means and encouraging their participation, noting the most socially and culturally acceptable language and method of communication for each group of stakeholders.

Several project outputs and activities will ensure inclusive and continuous stakeholders engagement throughout the project's implementation :

- Output 1.1: An inclusive national dialogue to identify minigrid delivery models is facilitated, clarifying priority interventions for an integrated approach to off-grid electrification
- Output 2.1: Pilots developed, including on productive use/innovative appliances and modular hardware/system design, leading to cost-reduction in mini-grids (in regions complementing WB and AfDB investments)
- Output 4.1: A digital strategy is developed and implemented, including linkages to and following guidance from the regional project
- Output 4.2: Minigrids data management platform implemented to run tenders and manage data from pilots, and to support minigrids scale-up and cost-reduction
- Output 4.3: A Quality Assurance and Monitoring Framework for measuring, reporting and verification of the sustainable development impacts of all minigrids pilots supported, including GHG emission reductions, is adopted and operationalized based on standardized guidance from the regional project
- Output 4.4: M&E and Reporting, including (i) Conducting inception workshop and preparing report, (ii) Ongoing M&E, (iii) Mid Term Evaluation and (iv) Terminal Evaluation
- Output 4.5: Engage with regional project, including, but not limited to, via (i) participating in Communities of Practice and (ii) capturing and sharing lessons learnt.
- Output 4.6: Knowledge networks / Communities of Practice / industry associations / Other strengthened to promote minigrids development
- Output 4.7: Lessons learned captured and disseminated at all levels
- Output 4.8: Replication plan (including investment plan) for scaling up rural energy access developed

Additionally, the Project Board/Steering Committee will serve as vital tool for stakeholder engagement due to its inclusiveness as it is composed representatives from target beneficiary groups, private sector, the project executive and development partners. Within this committee, all members will latest updates about the project, but more importantly, will be able to contribute to decision-making related to the project.

5.3 Public Disclose of Information (PDI)

Marginalized, and disadvantaged stakeholders at the pilot locations including persons with disabilities and other disadvantaged groups as per the list of stakeholder groups provided above have been identified during the PPG phase as part of the Indigenous Peoples and SES plans. Further work on addressing their needs will be undertaken during implementation, more specifically at the on-set of pilot projects development (site selection and assessment). For each group, the following measures will be in place as part of the stakeholder engagement, taking into account their involvement in each project component:

- Identify limitations for understanding project information and participating in consultation process (e.g. language differences, lack of transportation, accessibility of venues, disability, constraints as a result of cultural norms, decision-making power).
- Develop measures to support and accommodate engagement (e.g. provide information in accessible formats, choose convenient locations for consultations, ensure venues are accessible, provide transportation to meetings, change time of meetings to accommodate needs, provide facilitation and explain complex issues and terminology, provide support workers for assisting participants with disabilities, provide simultaneous interpretation (including sign language).

At the national level, methods to receive feedback and to ensure ongoing communications with stakeholders (outside of a formal consultation meeting) will be developed as part of the project's knowledge management and dissemination plans under Component 4 as described above.

5.4 Diversity, inclusion and gender-balance

The inclusion of women and other relevant groups will be made possible through enhancing opportunities, improving access to resources, making their voice heard and respect for their rights. The process begins with appropriate identification of these groups and/or representatives and engaging them through the various project activities using the following two approaches:

- 1) Conducting context specific gender analysis using gender and mini-grid analysis framework and develop participatory action plans at community level at locations where pilot projects focused on productive use will be implemented. The analysis will be gender-sensitive in scheduling community level meetings selecting appropriate time and location. Also, deliberate attention will be given to the participation of diverse groups so their voice can be heard. In order to further make the engagement inclusive, appropriate language that fits the audience linguistic and technical understanding will be used. It will also explore the existing status of the different groups their roles, responsibilities, opportunities, and deprivations and seek participatory solutions in their engagement as not only as passive consumers/beneficiaries, but also, as key actors at various levels of the mini grid value chain whenever appropriate.
- 2) At every stage of the project implementation the project team will make efforts to ensure opportunities are created and accessed by women, youth, small-scale farmers and other vulnerable groups while implementing institutional capacity building, policy discussions and financial skills trainings. The project team will also track progresses through routine monitoring and supervision based on a checklist of indicators formulated at the inception phase of the project. In addition, the project will communicate the grievance and subsequent redress mechanisms.

6 SEP Implementation: Resources, Responsibilities and Timeline

Responsibilities

As part of the management arrangement, the project will hire Project Manager and an M&E Expert. The Project Manager will oversee the overall coordination of the project while the M&E Officer will among other things, oversee the implementation of the ESMF and continuous review and update of associated studies, including the Stakeholder Engagement Plan (SEP) and the Gender Action Plan (GAP). Hence, the M&E Officer will be the responsible person for SEP implementation, collaborating with the Project Manager.

Resources

The associated costs of the SEP are accounted for in the project's budget. Specifically, the budget for each component allocates an amount for training, workshops, conferences, meetings, etc. Expenses under this category are expensed to the UNDP-GEF under an independent budget code (75700) and include allocation of funds to ensure proper consultation of stakeholders from the different groups throughout project implementation. Also, activities such as translation, community mobilization have been forecasted in the budget.

Timeline

The timeline for stakeholder consultation on specific project activities will follow the overall work plan for the project. In addition, additional consultations will occur as part of conducting the mid-term review and terminal evaluation missions. However, M&E Officer shall develop a schedule for regular visits and calls with different groups of stakeholders to ensure continuous engagement from project throughout the project.

Before the start of each activity, the M&E Officer will develop a detailed plan in collaboration with PMU, where various stakeholder engagement activities, including consultation, disclosure, and partnerships will take place and the date by which such activities will be undertaken to the extent possible.

The following table presents the preliminary SEP developed during PPG development, noting that:

- 1) At the time of selecting the sites for the pilot projects, further assessments will be conducted, providing more details on the project stakeholders and allowing further consultations to take place during Year 1 of project implementation, i.e. prior to the on-site installation works. The M&E Officer will support the implementation of studies, in collaboration with technical consultants and project developers.
- 2) The assessment of the participation capacity of the various groups of stakeholders influenced the project design and strategy. For example, the output to 1.1 Establish a multi-stakeholder and 2.3 *Support provided to establish and grow a national industry association for private sector developers* will promote the active participation of the private sector and enhance coordination between stakeholders. Similarly, the AMP strategy puts an emphasis on SES assessments in the site selection processes to promote the participation of local community.

Table B. Preliminary SEP for the AMP in So (to be updated at the time of site selection for the pilots, i.e. as part of updating the safeguards for the project)

#	Stakeholder Group	Role/Relevance	Interest in the project	Influence on the project	Participation capacity	Perception of problem
1	State and local government authorities, i.e. public sector entities i.e. ministry of energy, mines. And quarries, ministry of environment, Burkina's Rural Electrification Agency (ABER), The Directorate General of Green Economy and Climate Change (DGEVCC), Permanent Secretariat of the National Council for Sustainable Development (SP/CNDD), Agence Burkinabè de Normalisation (ABNORM), Agence Nationale des Énergies Renouvelables et de l'Efficacité Énergétique (ANEREE), Autorité de Régulation du Secteur de l'Électricité (ARSE), Directorate General for Energy Efficiency (DGEE), Directorate General for Renewable Energy (DGER), General for Energy Efficiency (DGEE)	Project partners and co-financiers	As partners to the UNDP, the public sector has been involved in project design, and is expected to play a key role during implementation.	High	High	Will require skills, activities and measures new to their usual practice and scope of sectors.
2	Private sector associations, and ESCOs involved in the project's pilot(s) i.e. APER-BF, Sahelia Solar, FRES, MicroSow, SINCO, Farafina Eco-Engineering, Nelson Solar, Coalition des OSC pour la Promotion des Energies Renouvelables	Project partners and direct beneficiaries	The private is one of the key beneficiaries of and contributor to the project. It will be involved in all 4 components.	High	Moderate	Various technical and regulatory. Barriers which increase the lack of certainty in the market.
3	Development partners i.e Swedish Cooperation, EU, UNCDF, WB, Global Green Growth Institute (GGGI), UNDP	Co-financiers and project partners	The project is designed to build upon ongoing work and collaborate with development partners to avoid work-duplication to the extent possible.	High	High	Will require skills, activities and measures new to their usual practice and scope of sectors.
4	Communities in pilot location i.e. Dombre, Masbore, Tabin, Tanlarchin, Youga, Betta, Baripsi, Kouendi and Orowé,	Direct beneficiaries and affected persons	End-users of electricity to be generated from the pilot projects.	High	Low	New set of problems for some and opportunities others.
5	Academics, educational institutions and vocational training centers:	Direct beneficiaries	Recipients of training and future	Moderate	High	To keep-up with technological and

	IRSAT, 2iE		implementers of the academic certification program.			technical innovations and to train human resources for the mini grid market growth.
6	Financial institutions and investors i.e. Banks and Financial Institutions Professionals' Association of Burkina Faso (APBEF-BF), AfDB, BoAD, Fatière des Caisses Populaires du Burkina Faso – umbrella organization of credit unions of Burkina (FCPB)	Direct beneficiaries	Recipients of training and future implementers of innovative financing schemes and incentive mechanisms.	Moderate	High	Lack of certainty in the market nationally to de-risk investment Lack of capacity Lack of awareness
	NGOs and civil society groups i.e. Fédération National des Groupements Naam (FNGN), Fescoopel, association des municipalités du Burkina Faso (association. Of municipalities of Burkina Faso), ASMADE	These organizations will be direct beneficiaries of the project. They will be mainly involved output 2.1 and Component 4. They will be represented on the project's Executive Board.	Pilot projects, training, awareness-building	High	Moderate	Lack of awareness Lack of access to financing
7	Developers and ESCOs not involved in the pilot project(s) i.e Qotto, Energivo, Energy and Services (E&S), Alyothsystem, Nafa Naana	These companies will benefit from capacity-building training as well as awareness-raising activities of the project. They will be expected to support the promotion of low-carbon mini grids.	Affected by project outcomes and potential beneficiaries of replication.	Moderate	Moderate	Market barriers related to poor quality of products; Access to finance; Capacity-building

8	<p>Industry groups/cooperatives (agriculture, fisheries, manufacturing, etc.)</p> <p>Association Beo Neere - restauratrices et transformatrices de produits locaux,(association of female restaurant owners and processors of local products); ONG ARFA ; Coopératives des femmes propriétaires terriens (Women Land-owners' cooperative), Defi Anacarde ; la Table filière Karité; Association Nationale des transformatrices de Sésame du Burkina (ATS/B) ;; APFNL ; AMIFOB..); Interprofession Anacarde (cashew Union), Table Filière Karité (Shea Butter Union), Coordination des associations et groupement des dolotières de la région du Centre,</p>	<p>As the pilot projects will focus productive uses of energy in the. Agriculture value-chain, industry groups will be beneficiaries through their members. They will support stakeholder mobilization and engagement within their membership. Also, as a whole they will benefit from the trickle-down impacts of the project (demonstration of innovative business models, quality assurance, capacity-building, awareness-raising).</p>	Affected by project outcomes and potential beneficiaries of replication.	Moderate	Moderate	Access to technical and financial capacity
9	<p>Communities in non-pilot location</p> <p>i.e Association des Régions du Burkina Faso (Association of the Regions of Burkina Faso)</p>	<p>These communities are relevant to the scale-up of the project.</p>	Affected by project outcomes and potential beneficiaries of replication.	Low	Low	To be determined
10	<p>NGOs and civil society groups not involved in the Project</p>	<p>These organizations will benefit from an improved mini</p>	<p>Especially the groups working on energy access, climate change, renewable</p>	Low	Moderate	Disadvantaged groups are usually left behind/outside of the project

		grid market. Also, they will be important in the scale-up phase by providing a client base, funding and	energy development, etc.			benefits (i.e. women, poor, disable, indigenous...)
	<p>Children (Labour/Rights):</p> <ol style="list-style-type: none"> 1) African network for prevention and Protection of Child Abuse and Neglect (ANPPCAN). 2) 2) SOS Children's Villages International, 3) 3) Save the Children. 4) 4) https://www.africanchildforum.org/ 	These national and international organizations will receive information about the project in order to ensure they can play the mandate of protecting vulnerable people.	Interested in protection of vulnerable groups and the impact of the project on these groups.	Moderate	Low	Lack of information
	<p>Women and children:</p> <ol style="list-style-type: none"> 1. Fonds d'appui aux activités rémunératrices des femmes (FAARF) ; 2. Amical des forestières du Burkina (AMIFOB) ; 3. Amicale de femmes du secteur minier (AFEMIBF) ; 4. Fédération nationale des groupements NAAM 5. Association pour la Lutte contre la Pauvreté en Milieu Féminin (ALPMF Teel Taaba de Manga) 6. Agence pour la Promotion de la Petite et Moyenne Entreprise/Agriculture & Artisanat ; 7. Coalition for Grassroots Women Organizations (COGWO); 8. African Centre for Women (ACW); 9. https://wia-initiative.com/en/ 	Gender mainstreaming is a key element of the project. These groups will be direct (on the Executive Board and recipient of pilot project) and indirect beneficiaries of the project (communication and awareness)	Interested pilot projects, gender mainstreaming, capacity-building	High	Moderate	
	<p>Workers :</p> <ol style="list-style-type: none"> 1. CSO : RECIF/ONG (Réseau de Communication, d'Information et de Formation des Femmes) ; COAFEB (Coordination des ONG 	Components 1, 2 and 3	Capacity-building Awareness-raising	High	Low	Lack of awareness

	& Associations Femmes du Burkina); WILDAF Burkina ; Marche Mondiale ; Collectif FIMBA ; Association des Femmes Juristes du Burkina Faso; Association des Femmes de Médias et de l'Audio-Visuel; SPONG ; Fonds Commun Genre ; 2. Gouvernement : Ministère de la Femme, Famille et Solidarité à travers le SP/CONAP Genre, le FAARF ; 3. INGO : http://www.ituc-africa.org/					
	Sustainable energy: ECREEE IRENA https://www.se4all-africa.org/the-africa-hub/who-we-are/the-seforall-initiative/ https://www.irena.org/	Co-financier and supporting outputs around policy and regulatory framework and capacity-building	In all components of the project	Low	Moderate	Coordination issues
	Mini-grids: 1) APER-BF; 2) https://minigrids.org/ 3) http://africamda.org/ http://ruralelec.org	Will be highly involved in all components of the project as beneficiaries, co-financiers, etc. Will also play a role on the multi-stakeholder task force	All four components	High	High	Technical and financial capacity issues
	Law defenders: i.e. 1) http://www.fatlm.org/members/current/ 2) https://africanlii.org/	Customer protection	Components 1, 2 and. 3	High	Low	Lack of awareness

7 Grievance Redress Mechanism (GRM)

The Project will follow a policy of zero tolerance for actions that are detrimental to or negatively affect stakeholders especially those in the marginalized and vulnerable category. The ESMF developed possible preventative and response measures specific to the circumstances together with relevant stakeholders. The suggested measures include respect for confidentiality; adjustments to medium and timing of communications, meetings, transportation; use of trusted intermediaries, interpreters, facilitators and other consultants; clear response protocols for notification, reporting, and support for protection strategies.

Furthermore, and as part of the project's compliance with the UNDP SES requirements, the project shall ensure setting up a suitable Grievance Redress Mechanism (GRM). This includes a procedure for stakeholders and affected communities to express their grievances and communicate their recommendations to the project team, as well as a procedure for the project team to address these grievances by taking the necessary actions, i.e. providing clarifications, opening investigations, and/or making changes to the project's implementation plan as may be required.

In the area of ensuring open communication on grievances, the project intends to implement the following measures:

- 1) As part of the effort towards digital transformation in the mini-grid sector, a hotline will be created for stakeholders to use for questions, recommendations and grievances. The phone/mobile number for the hotline will be displayed on the sign carrying the name of the pilot projects.
- 2) Two boxes will be installed at the pilot project sites. The first will be placed inside and the pilot boundaries while the second will be located outside the project boundaries. These boxes will be checked on a regular basis by the project's M&E officer to check for new comments from stakeholders.
- 3) The phone numbers for the Project Manager and M&E Officers will be displayed at several sites around the pilot locations.

The responsibility of addressing the grievances will depends on the nature of the grievance. Nevertheless, the Project Manager will be responsible for following up until actions are taken to close a grievance, including communicating with relevant persons and/or authorities on behalf of the project. Further details on the GRM will be developed during Year 1 of project implementation and prior to starting the work on the pilot project(s).

In addition to the GRM, stakeholders will be informed of the availability of UNDP's Accountability Mechanism (Stakeholder Response Mechanism, SRM, and Social and Environmental Compliance Unit, SECU) as additional avenues of grievance redress.

8 Monitoring and Reporting

As project goes on, the SEP should be reviewed and modified accordingly to ensure its effectiveness in securing meaningful stakeholder participation. Hence, the SEP presented in this document will undergo continuous review by the Project Manager and M&E Officer throughout the project lifetime who will report the Executive Board. Similarly, the scope and focus of the SEP will be modified to reflect lessons learned from the implementation of the Burkina Faso Child Project, but also, in other national projects participating in the Regional AMP. Equally important is the review of the SEP procedure based on the feedback received from the project team and stakeholders.

The SEP will be continuously monitored during the implementation of the overall M&E plan for the project (Annex 5), as well as the operationalization of the M&E activities developed under Component 4.

Before this activity starts, the Project Manager will have approved the detailed plans ensuring the following:

- The Monitoring and Reporting involves project stakeholders (including target beneficiaries and project-affected groups) or third-party monitors in the monitoring of project implementation, potential impacts and management/mitigation measures.

- The Monitoring and Reporting describes how and when the results of stakeholder engagement activities will be reported back to project-affected and broader stakeholder groups. Examples include newsletters/bulletins, social and environmental assessment reports; monitoring reports.